

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

AGENDA

Meeting of the Board of Trustees



Monday, October 22, 2007

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

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



Meeting of the Board of Trustees

October 22, 2007

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 Appointment/Employment
 - 2. Public Employee Evaluation of Performance
 - a. Deputy Chancellor
 - b. Vice Chancellor, Technology and Learning Services
 - c. Vice Chancellor, Human Resources
 - d. President, Saddleback College
 - e. President, Irvine Valley College
 - f. Provost, Advanced Technology and Education Park
 - g. Vice President, Student Services, Saddleback College
 - h. Director, Information Technology, Program Analysis
 - i. Director, Research & Planning
 - j. Dean, Counseling Services & Special Programs, Saddleback College
 - k. Dean, Fine Arts, Saddleback College
 - l. Dean, Social & Behavioral Sciences, Saddleback College
 - m. Dean, Liberal Arts, and Learning Resources, Saddleback College
 - n. Dean, Bus. Sci., Workforce & Economic Dev., Saddleback College
 - o. Dean, Advanced Tech. & Applied Sciences, Saddleback College
 - p. Dean, Health & Human Svcs. & Emeritus Inst., Saddleback College
 - q. Dean, Math, Science & Engineering, Saddleback College
 - r. Dean, Career Tech. Educ. & Workforce Dev., Irvine Valley College
 - s. Dean of Business & Social Sciences, Irvine Valley College
 - t. Director, CACT
 - u. Director, Advanced Technology Center
 - v. Assistant Dean, Health Sciences, Human Services & Emeritus Institute, Saddleback College
 - 3. Public Employee Discipline/Dismissal/Release (2)

- B. Conference with Labor Negotiators (GC 54957.6)
 - 1. Negotiator – Dr. Raghu Mathur; SOCCCD Faculty Association
 - 2. Negotiator – Dr. Raghu Mathur; California School Employees Association (CSEA), Chapter 586

- C. Conference with Real Property Negotiators (GC 54956.8)
 - 1. Property – Use 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 – biotech proposal; (3) CSU-Fullerton (entertainment arts/Irvine campus programs); (4) Young Americans; and (5) Chapman University/University College.
 Under Negotiation – Price and Terms of Payment
 - 2. Property – Use of Portion of Irvine Valley College at 5500 Irvine Center Drive, Irvine, CA
 Agency Designated Representative – Dr. Raghu Mathur;
 Negotiating Parties – Novaquatics
 Under Negotiation – Price and Terms of Payment
 - 3. Property – Use of Portion of Saddleback College at 28000 Marguerite Parkway, Mission Viejo, CA
 Agency Designated Representative – Dr. Raghu Mathur;
 Negotiating Parties – Affinity Funding
 Under Negotiation – Price and Terms of Payment

- D. Conference with Legal Counsel (GC 54956.9)
 - 1. Existing Litigation (GC 54956.9[a])
 - 2. Anticipated Litigation/Significant Exposure to Litigation (GC54956.9[b][1] and [3][A]) (2)
 - 3. Initiation of Litigation (GC 54956.9[c]) (2)

RECONVENE OPEN SESSION: 6:30 P.M.

2.0 PROCEDURAL MATTERS

- 2.1 Actions Taken in Closed Session

- 2.2 **Invocation**
 Led by Trustee Wagner

- 2.3 **Pledge of Allegiance**
 Led by Trustee Milchiker

- 2.4 **Resolutions/Presentations/Introductions**
 Resolution: David Lang and Julia Gelfand Lang

2.5 **Public Comments**

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

3.0 **REPORTS**

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

3.2 **Board Reports**

3.3 **Chancellor's Report**

3.4 **Board Requests for Reports**

4.0 **CONSENT CALENDAR ITEMS**

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

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

Approve minutes of special meetings on September 11 and September 24, 2007 and a regular meeting on September 24, 2007.

4.2 **Saddleback College: American West Model United Nations Conference**

Approve out-of-state travel for up to 12 Saddleback College students and an advisor from November 16 through November 22 to Las Vegas, Nevada in an amount not to exceed \$6,700.00.

4.3 **Irvine Valley College: Child Development Training Consortium**

Approve agreement with Yosemite Community College District for Irvine Valley College to participate in the Child Development Training Consortium for 2007-08.

4.4 **Irvine Valley College: California Early Childhood Mentor Program**

Approve agreement between San Francisco Community College District and Irvine Valley College. The agreement will provide a mentor-led training environment for student teachers in Early Childhood Education at IVC and would be effective through June 30, 2008.

4.5 **Irvine Valley College: Change Order Request No. 6: Police and Warehouse Facility**

Approve change order with Dumarc Corporation increasing the contract amount by \$4,774.33. The total revised contract amount is \$1,975,569.48.

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

Approve general fund honorarium and travel expenses for speakers at Saddleback College and Irvine Valley College.

- 4.7 **Saddleback College and Irvine Valley College: Community Education Programs for Spring 2008**
Approve Spring 2008 Community Education courses, instructors, and compensation.
- 4.8 **ATEP: Change Order Request No. 7: Completion of Relocatable Classroom Buildings**
Approve change order request with ModSpace increasing the contract amount by \$725.00. The total revised contract amount is \$3,391,342.09.
- 4.9 **ATEP: Amendment to the Agreement for Inspection Services**
Approve amendment with UCMI, Inc. to increase the term of the agreement with a new completion date of October, 2007.
- 4.10 **SOCCCD: Auction No. 53: Surplus Property**
Approve sales of surplus property and authorize the hiring of a private auction firm to conduct the auction and dispose of items not sold at the auction.
- 4.11 **SOCCCD: September/October 2007 Contracts**
Ratify contracts as listed.
- 4.12 **SOCCCD: Purchase Orders/Confirming Requisitions**
Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P08-01473 through P08-01855 amounting to \$1,880,486.36. Approve confirming requisitions dated September 5, 2007 through October 2, 2007 totaling \$2,331,132.09.
- 4.13 **SOCCCD: Payment of Bills**
Approve Check Nos. 063924 through 064679, processed through the Orange County Department of Education, totaling \$6,887,275.40; Check Nos. 009039 through 009062, processed through Saddleback College Community Education, totaling \$195,019.94; and Check Nos. 008351 through 008356, processed through Irvine Valley College Community Education, totaling \$8,812.60.
- 4.14 **SOCCCD: Budget Amendment: Adopt Resolution No. 07-30 to Amend 2007-08 Restricted Child Development Fund**
Adopt resolution.
- 4.15 **SOCCCD: Trustees' Requests for Attending Conferences**
Approve trustee conference travel.
- 4.16 **SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**
Approve adoption of resolution 07-33 authorizing payment to trustee unable to attend special meeting of the Board due to hardship.

- 4.17 **SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**
Approve adoption of resolution 07-32 authorizing payment to student trustee unable to attend special meeting of the Board due to hardship.

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

5.0 GENERAL ACTION ITEMS

- 5.1 **Saddleback College: Associated Student Government Budget 2007-08**
Ratification of the Associated Student Government of Saddleback College Budget for 2007-08 as presented.
- 5.2 **Irvine Valley College: 2007-2008 Associated Students Budget**
Approve Associated Students of Irvine Valley College 2007-08 Budget.
- 5.3 **Saddleback College, Irvine Valley College and ATEP: Campus Safety and Security Cameras**
Approve installation of campus safety and security cameras at a cost not to exceed \$600,000 from Basic Aid funds.
- 5.4 **Saddleback College: Adopt Resolution No. 07-29: Intention to Enter into Energy Service Agreements and Public Hearing on Agreements**
Adopt resolution declaring its intention to enter into energy services agreements and set a public hearing for November 13, 2007.
- 5.5 **SOCCCD: Board Policy Revision: BP 1900 – Alcoholic Beverages and BP 4000.2 – Electronic Communication**
Approve Board Policies.
- 5.6 **SOCCCD: Academic Personnel Actions**
Approve: Academic Temporary Part-Time/Substitute Staff; Authorization to Eliminate an Academic Administrator Position; Authorization to Eliminate an Academic Faculty Position; Authorization to Establish Academic Administrator Position; Authorization to Establish Academic Faculty Position; Reclassification; Additional Compensation: General Fund; Additional Compensation: Categorical/Non-General Fund; Workload Banking; Resignation/Retirement/Conclusion of Employment.
- 5.7 **SOCCCD: 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 ; Authorization to Change Organization Reporting Structure; Resignation/Retirement/Conclusion of Employment; Volunteers.

6.0 DISCUSSION ITEM

6.1 SOCCCD: Compliance With 50% Law

7.0 INFORMATION ITEMS

7.1 Saddleback College and Irvine Valley College: 2006-07 Release Time and/or Stipends

Actual expenditures for release time and stipends as identified in the 2006-07 budget.

7.2 SOCCCD: Basic Aid Report

Projected receipts and approved projects

7.3 SOCCCD: Facilities Plan Status Report

Status of current construction projects.

7.4 SOCCCD: Monthly Financial Status Report

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

7.5 SOCCCD: List of Board Requested Reports

Information as requested.

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.

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

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

RESOLUTION

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
OCTOBER 22, 2007

DAVID LANG & JULIA GELFAND LANG

2007 SAMUEL GENDEL COMMUNITY SERVICE AWARD RECIPIENTS

*W*hereas, David Lang and Julia Gelfand Lang are being honored with the Samuel Gendel Community Service Award by the American Jewish Committee, Orange County Chapter, for their devotion to many human rights issues, Jewish causes, and commitment to public service during nearly 30 years in Orange County; and

*W*hereas, David Lang is a Trustee of the South Orange County Community College District since 1996, while maintaining a successful accounting career and serving as the President of the Board of Governors of Irvine Valley College Foundation, Treasurer of the Community Foundation for the Jewish Federation of Orange County and President of the Board of the Orange County Chapter of the American Jewish Committee; and

*W*hereas, Julia Gelfand Lang has served as a librarian with great distinction at the University of California, Irvine since 1981 while devoting time to community organizations such as the University Synagogue, the Orange County Chapter of the American Jewish Committee, and Court Appointed Special Advocates; and

*W*hereas, David Lang, highly respected by his SOCCCD trustee colleagues for his enduring leadership, perspective and fairness, has been elected president for three consecutive years; therefore

*B*e it resolved that the Board of Trustees of the South Orange County Community College District does hereby congratulate the Langs upon their well-deserved recognition by the American Jewish Committee and expresses the collective pride in their accomplishments on behalf of the faculty, staff and students of Saddleback College, Irvine Valley College, and the Advanced Technology & Education Park.

Donald P. Wagner, Vice President

Thomas A. Fuentes, Clerk

William O. Jay, Member

Marcia Milchiker, Member

Nancy M. Padberg, Member

John S. Williams, Member

Raghu P. Mathur, Ed.D., Chancellor

Matthew T. Reynard, Student Member



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

Minutes from :
September 11, 2007 Special Meeting of the Board of Trustees (Exhibit A)
September 24, 2007 Special Meeting of the Board of Trustees (Exhibit B)
September 24, 2007 Meeting of the Board of Trustees (Exhibit C)
Are submitted to the Board for review and approval.

Item Submitted by: Dr. Raghu Mathur

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
LIBRARY 213, IRVINE VALLEY COLLEGE

**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF TRUSTEES
September 11, 2007**

CALL TO ORDER

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

PRESENT

Members of the Board of Trustees:

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

There were no Public Comments.

Chancellor Mathur made brief opening remarks and opened the forum to questions.

Irvine Valley College classified employee Susan Sweet asked for clarification on the criteria for hiring in light of the district not meeting the 50% rule calculation. Chancellor Mathur responded that administration will be monitoring hiring as support staff costs are considered administrative. He added that some positions will be filled in order to continue business.

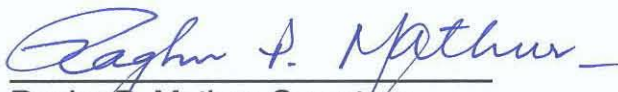
Another staff member asked for trustees' thoughts on education excellence and student success. Trustee Williams commented on the district's policy to market itself despite the disincentive of basic aid funding. Trustee Lang indicated that the district has projected a decrease in basic aid funding.

Professor Kate Clark inquired as to the status of ATEP's designation as a campus. In response, it was noted that the Board views ATEP as a third campus; however, there were no plans to make ATEP a college. Professor Clark also expressed concern that there are no full-time faculty in programs offered at ATEP or counseling services for students at ATEP. Chancellor Mathur indicated that ATEP is expecting to hire one or two part-time counselors at ATEP and as the campus develops the need for full-time faculty will be assessed.

Director Donna Sneed requested additional data on ATEP students. Dean Peterson said she would provide a copy of the demographic profile.

ADJOURNMENT

The meeting was adjourned at 3:30 p.m.



Raghu P. Mathur, Secretary

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
STUDENT SERVICES CENTER, ROOM 212, SADDLEBACK COLLEGE

**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF TRUSTEES
September 24, 2007**

CALL TO ORDER

The open session of the special meeting of the Board of Trustees was called to order by President Lang at 3:35 p.m.

PRESENT

Members of the Board of Trustees:

David B. Lang, President
Donald P. Wagner, Vice President
Thomas A. Fuentes, Clerk
William O. Jay, Member
Marcia Milchiker, Member
Nancy M. Padberg, Member

ABSENT

John S. Williams, Member
Matthew Reynard, Student Trustee

Public Comments

Ana Maria Cobos expressed concern regarding the process of including the district/trustee response in to the colleges' mid-term accreditation report. She stated she would neither sign the document nor accept the stipend as Accreditation Chair.

Professor Bob Cosgrove commented on the cost to the colleges when Accreditation Teams made visits. In addition, he commented that work is not getting done since reassigned time and stipends have been pulled.

Board President Lang opened the meeting with some observations regarding the District/Board of Trustees accreditation responses and reasons why he supported them. Trustee Milchiker stated she would vote against the response at the Board meeting; other trustees commented that ample time had been made available for trustees to provide input over recent months. The Chancellor indicated that, in consultation with the president of ACCJC, the response should be incorporated into the body of the report.

Further observations were made by faculty regarding their disappointment over what was perceived as "forced integration" of the response into the college's report and that trustees had the opportunity to attend college meetings on

accreditation. Board members responded that to attend college meetings could constitute micromanagement.

A faculty member raised a question regarding low student success rates. The Chancellor responded that he had established the Chancellor's Coordinating Council, chaired by Vice Chancellor Andreea Serban, whose focus was to work with the K-12 school districts to address the problem. He encouraged faculty members to contact Dr. Serban to work with her on this issue.

The hiring freeze recently imposed due to the district's concerns in meeting the 50% law was discussed. The Chancellor noted that the district was in fact in compliance with the 50% law for 2006/07 and plans to meet the requirements for 2007/08 by considering and implementing recommendations of an advisory council in this regard which would include all concerned constituencies.

ADJOURNMENT

The meeting was adjourned at 4:45 p.m.

Raghu P. Mathur, Secretary

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

MINUTES OF THE BOARD OF TRUSTEES' MEETING
September 24, 2007

CALL TO ORDER: 5:00 P.M.

PRESENT

Members of the Board of Trustees:

David B. Lang, President

Donald P. Wagner, Vice President

Thomas A. Fuentes, Clerk

William O. Jay, Member

Marcia Milchiker, Member

Nancy M. Padberg, Member

John S. Williams, Member

Matthew Reynard, Student Member

Administrative Officers:

Raghu P. Mathur, Chancellor

Gary Poertner, Deputy Chancellor

Andreea Serban, Vice Chancellor, Technology and Learning Services

Robert E. King, Vice Chancellor, Human Resources

Richard D. McCullough, President, Saddleback College

Glenn Roquemore, President, Irvine Valley College

Robert J. Kopecky, Provost, ATEP

1.0 PROCEDURAL MATTERS

1.1 Call To Order

1.2 Public Comments Members of the public may address the Board on items listed to be [A1] discussed in closed session. Speakers are limited to two minutes each.

RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

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

1. Public Employee Appointment/Employment

2. Public Employee Evaluation of Performance

a. Deputy Chancellor

b. Vice Chancellor, Technology and Learning Services

- c. Vice Chancellor, Human Resources
- d. President, Saddleback College
- e. President, Irvine Valley College
- f. Provost, Advanced Technology and Education Park
- g. Vice President, Student Services, Saddleback College
- h. Director, Information Technology, Program Analysis
- i. Director, Research & Planning
- j. Dean, Counseling Services & Special Programs, Saddleback College
- k. Dean, Fine Arts, Saddleback College
- l. Dean, Social & Behavioral Sciences, Saddleback College
- m. Dean, Liberal Arts, and Learning Resources, Saddleback College
- n. Dean, Bus. Sci., Workforce & Economic Dev., Saddleback College
- o. Dean, Advanced Tech. & Applied Sciences, Saddleback College
- p. Dean, Health & Human Svcs. & Emeritus Inst., Saddleback College
- q. Dean, Math, Science & Engineering, Saddleback College
- r. Dean, Career Tech. Educ. & Workforce Dev., Irvine Valley College
- s. Dean of Business & Social Sciences, Irvine Valley College
- t. Director, CACT
- u. Director, Advanced Technology Center
- v. Assistant Dean, Health Sciences, Human Services & Emeritus Institute, Saddleback College
- 3. Public Employee Discipline/Dismissal/Release (3)
- 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 - Use 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 - biotech proposal; (3) CSU-Fullerton (entertainment arts/Irvine campus programs); (4) Young Americans; and (5) Chapman University/University College. Under Negotiation - Price and Terms of Payment

2. Property - Use of Portion of Irvine Valley College at 5500 Irvine Center Drive, Irvine, CA Agency Designated Representative - Dr. Raghu Mathur; Negotiating Parties - Novaquatics Under Negotiation - Price and Terms of Payment

D. Conference with Legal Counsel (GC 54956.9)

1. Existing Litigation (GC 54956.9[a])

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

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

RECONVENE OPEN SESSION: 6:30 P.M.

2.0 PROCEDURAL MATTERS

2.1 Actions Taken in Closed Session

2.2 Invocation Led by Trustee Padberg

2.3 Pledge of Allegiance Led by Trustee Lang

2.4 Resolutions/Presentations/Introductions Recognition: Technology Focus Award for "My Academic Plan" Presentation: Technological Support for Recording Board Meetings by Granicus

2.5 Public Comments

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

3.0 REPORTS

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

3.2 Board Reports

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

3.3 Chancellor's Report

Chancellor Mathur gave a report.

3.4 Board Requests for Reports

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

4.1 SOCCCD: Board of Trustees Meeting Minutes Approve of minutes of a special meeting on August 15, 2007 and a regular meeting on August 27, 2007.

4.2 Irvine Valley College: 2007-08 Student Out of State Travel Approve out-of-state travel for Irvine Valley College students and their advisor(s) during the 2007-08 academic year in an amount not to exceed \$111,680.

4.3 Irvine Valley College: Notice of Completion: Exterior Lighting Approve filing of notice of completion for exterior lighting at Irvine Valley College.

4.4 Irvine Valley College: Change Order Requests: Performing Arts Center/Theater Approve change order with several trade contractors increasing the contract amount by \$33,891.52. The total revised contract amount is \$26,771,010.00.

4.5 Irvine Valley College: Notice of Completion: Performing Arts Center/Theater Authorize the filing of notices of completion for three contracts.

4.6 Irvine Valley College: Change Order Request No. 5: Police and Warehouse Facility Approve change order with Dumarco Corporation increasing the contract amount by \$11,675.35. The total revised contract amount is \$1,970,795.15.

4.7 Saddleback College: Speakers Approve general fund honorarium and travel expenses for speakers at Saddleback College.

4.8 Saddleback College: Early Childhood Mentor Program Approve participation in the Orange County Regional Early Childhood Mentor Program.

4.9 Saddleback College: Spring 2008 Revised Fees Approve the proposed revisions to instructional, materials, laboratory and field studies fees.

4.10 Saddleback College: Adopt Resolution No. 07-27: Declaration of Emergency Situation Regarding Saddleback College Gym Floor Approve adoption of declaration of emergency resolution regarding replacement of the Saddleback College Gym floor at a cost not to exceed \$193,800.00.

4.11 ATEP: Change Order Request No. 6: Completion of Relocatable Classroom Buildings Approve change order request with ModSpace decreasing the contract amount by \$8,659.75. the total revised contract amount is \$3,390,617.09.

On motion duly made and seconded by Trustee Padberg this item was approved unanimously.

4.12 SOCCCD: Update of Authorized Signature List of Board of Trustees' Designees to Approve Documents and Contracts Approve authorizing individuals as listed to reflect a change in personnel for the position of Director of Facilities Planning and Purchasing.

4.13 SOCCCD: August/September 2007 Contracts Ratify contracts as listed.

4.14 SOCCCD: Purchase Orders/Confirming Requisitions Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P08-01160 through P08-01472 amounting to \$5,750,076.65. Approve confirming requisitions dated August 8, 2007 through September 4, 2007 totaling \$66,407.37.

4.15 SOCCCD: Payment of Bills Approve Check Nos. 063115 through 063923, processed through the Orange County Department of Education, totaling \$6,677,324.31; Check Nos. 009024 through 009038, processed through Saddleback College Community Education, totaling \$70,923.95; and Check Nos. 008339 through 008350, processed through Irvine Valley College Community Education, totaling \$31,420.85.

4.16 SOCCCD: Budget Amendment: Adopt Resolution No. 07-26 to amend 2007-08 Restricted Child Development Fund Adopt resolution.

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

4.18 SOCCCD: Gifts to the District and Foundations Accept various donated items.

On a motion made by Trustee Williams, seconded by Trustee Wagner all items on the consent calendar were unanimously approved with the exception of item 4.11 which was pulled.

5.0 GENERAL ACTION ITEMS

5.1 Saddleback College: Study Abroad Program to Salamanca, Spain Approve the Saddleback College study abroad program: Spanish Language Studies in Salamanca, Spain in the spring of 2008 and to direct the administration to execute the Educational Tour/Field Study Travel Contractor Agreement with the American Institute for Foreign Study for coordinating travel agreements.

On motion made by Trustee Milchiker and seconded by Trustee Williams, this item was unanimously approved.

5.2 Saddleback College: Study Abroad Program to Brazil

Approve the Saddleback College study abroad program: Studies in Brazil in the fall of 2007 and to direct the administration to execute the Educational Tour/Field Study Travel Contractor Agreement with the American Institute for Foreign Study for coordinating travel agreements.

On a motion made by Trustee Padberg and seconded by Trustee Milchiker this item was unanimously approved.

5.3 Saddleback College: Grant Acceptance, National Science Foundation Acceptance of award of \$3,951,965 from the National Science Foundation for the Saddleback College National Center for Rapid Prototyping and Additive Manufacturing Technologies project.

This item was unanimously approved.

5.4 SOCCCD: Board Policy Revision: BP 4000.2 - Electronic Communication Accept for review and study.

On a motion made by Trustee Fuentes and seconded by Trustee Williams, this item was unanimously approved.

5.5 SOCCCD: Adopt Resolution No. 07-28: Support of the Community College Governance, Funding Stabilization, and Student Fee Reduction Act Adopt resolution 07-28.

This item was pulled.

5.6 SOCCCD: Academic Personnel Actions Approve: Academic Temporary Part-Time/Substitute Staff; Equivalency; Additional Compensation: General Fund; Additional Compensation: Categorical/Non-General Fund; Leave of Absence; Reduced Contract; Resignation/Retirement/Conclusion of Employment.

On a motion made by Trustee Jay and seconded by Trustee Wagner, this item was unanimously approved.

5.7 SOCCCD: 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; Volunteers.

On a motion made by Trustee Wagner and seconded by Trustee Fuentes this item was unanimously approved.

6.0 DISCUSSION ITEM**6.1 SOCCCD: Enrollment Management Discussion regarding enrollment management strategies and successes at Saddleback College, Irvine Valley College, and the Advanced Technology and Education Park.**

Vice Chancellor Andreea Serban, President Rich McCullough, President Glenn Roquemore and Provost Kopecky reported on Enrollment Management.

A motion made by Trustee Padberg and seconded by Trustee Milchiker to extend the meeting by thirty minutes following a break after Item 6.1 passed on a 5-2 vote with Trustees Wagner and Williams opposing.

7.0 INFORMATION ITEMS

7.1 ATEP: Submittal of Short Range Plan to the City of Tustin **Short range plan to be submitted to City of Tustin.**

David Hunt from gkkworks gave a presentation on the Short Range Plan on ATEP to be submitted to the City of Tustin.

7.2 Saddleback College and Irvine Valley College: Accreditation Focused Midterm Reports **Colleges accreditation mid-term reports due for submission to the Accrediting Commission by October 15, 2007. Additionally, approve inclusion of District/Board of Trustees' Response in the colleges' Accreditation Focused Midterm Reports.**

The Board approved the inclusion of District/Board of Trustees' Responses in the colleges' Accreditation Focused Midterm Reports, on a 4-3 vote with Trustees Padberg, Milchiker and Jay opposing.

7.3 Saddleback College, Irvine Valley College: 2006-07 Release Time and/or Stipends **Actual expenditures for release time and stipends as identified in the 2006-07 budget.**

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 August 30, 2007.

7.7 SOCCCD: List of Board Requested Reports Information as requested.

7.8 SOCCCD: Quarterly Investment Report This report is for the quarter ending on June 30, 2007.

8.0 WRITTEN REPORTS

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

The meeting was adjourned at 10:05 p.m.

Raghu P. Mathur, Secretary

TO: Board of Trustees

FROM: Dr. Raghu P. Mathur, Chancellor

RE: Saddleback College: American West Model United Nations Conference

ACTION: Approval

BACKGROUND

Saddleback College has made a commitment through the years to support activities that enhance effective student leadership. Periodically, student representatives participate in leadership activities on a national level.

STATUS

Up to twelve students and one advisor are planning to attend the 2007 American West Model United Nations Conference in Las Vegas, Nevada as shown in Exhibit A. Dates for the conference, inclusive of travel, are from Friday, November 16, 2007 through Tuesday, November 22, 2007. Funds for this conference have been approved by the Associated Student Government and are available in the Associated Student Body budget in the amount not to exceed \$6,700.00. There is no impact to the general fund.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the out-of-state travel request for up to twelve students and an advisor November 16, through November 22, 2007 to Las Vegas, Nevada at a cost not to exceed \$6,700.00

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

NATIONAL MODELS UNITED NATIONS CONFERENCE

Location: Las Vegas, Nevada

Dates of Conference: 11/16/07 through 11/22/07

Number of Students: max. 12

Number of Advisors: 1

Budget:

Delegate Fees-	\$80 x 12=	\$960
Institution Fees-	\$150 x 1=	\$150

Transportation	=	\$600
----------------	---	-------

Hotel \$114 (per night) x 5 nights		
x 5 rooms	=	\$2,850
Hotel tax:		\$228

Food:	\$1,755
Miscellaneous (Parking)	\$150

Total:	\$6,693
--------	---------

TO: Board of Trustees

FROM: Dr. Raghu P. Mathur, Chancellor

RE: Irvine Valley College: Child Development Training Consortium

ACTION: Approval

BACKGROUND

Funded by the California Department of Education, the Child Development Training Consortium was created in 1982-83 to address the critical shortage of qualified child care workers in the state of California. Administered by agreement with the Yosemite Community College District, the Consortium provides financial resources through 95 community colleges to assist students in meeting the educational requirements of any of the Child Development Permits. Irvine Valley College joined the Consortium in spring of 2000 and has participated for seven and one-half years. During this time approximately 485 students have received reimbursements for study in amounts ranging from \$11 to \$26 per unit.

STATUS

The Department of Human Development, Irvine Valley College, seeks to continue participation in the Child Development Training Consortium for the academic year 2007/2008. Approval of this agreement, as presented in Exhibit A, will provide services to students including reimbursement of tuition, tutoring, childcare expenses, and textbooks. The agreement was approved on September 1, 2007, and forwarded to IVC on September 11, 2007. The agreement will be through July 31, 2008. There will be no impact on general funds.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the agreement, as presented in Exhibit A, with Yosemite Community College District for participation in the Child Development Training Consortium for 2007/2008.

**CHILD DEVELOPMENT TRAINING CONSORTIUM
2007-2008 INSTRUCTIONAL AGREEMENT
AGREEMENT NUMBER 07-08 - 3867**

This Agreement is made and entered into this 1st day of September, 2007, by and between the Yosemite Community College District, Child Development Training Consortium, hereafter called the YCCD/CDTC, and **Irvine Valley College** hereafter called the CONTRACTOR.

WITNESSETH: That the CONTRACTOR for and in consideration of the covenants, conditions, agreements, and stipulations of the YCCD/CDTC hereinafter expressed, does hereby agree to furnish to the YCCD/CDTC services as follows:

I. STATEMENT OF WORK

- A. The CONTRACTOR will designate a Campus Coordinator. The Campus Coordinator will be responsible to prepare and submit all required reports, coordinate all Consortium activities for the CONTRACTOR, and be readily available to assist students enrolling in the program. The Campus Coordinator is expected to attend two (2) YCCD/CDTC sponsored meetings at YCCD/CDTC expense. The YCCD/CDTC must be notified in writing within fifteen (15) calendar days of any change in Campus Coordinators.
- B. The CONTRACTOR will generate up to 300 units of college credit by enrolling students in courses required by the California Commission on Teacher Credentialing to obtain a new or renew a currently held Child Development Permit. Enrolled units must be completed between July 1, 2007, and June 30, 2008. Physical education courses and general work experience courses are excluded. Child development work experience and remedial courses are included.
- C. The CONTRACTOR will make good faith efforts to recruit and employ qualified faculty who reflect the ethnic makeup of the student population.
- D. The CONTRACTOR will provide appropriate community college courses, which:
 - 1. Meet the requirements of the Child Development Permit Matrix (included in this Agreement as Appendix A) and/or child care licensing regulations.
 - 2. Are degree or certificate applicable.
 - 3. Are offered for credit with the possible exception of remedial courses.
 - 4. Are transferable whenever possible.
 - 5. Are available to family child care providers and employees of child care/development programs serving infants through school-age children.
 - 6. Are responsive to local community needs.

- E. The CONTRACTOR will enroll students who meet the YCCD/CDTC eligibility criteria, numbered 1 through 5 below. Student eligibility must be verified each semester/term using the Participant Profile.
1. Student must be seeking a new or maintaining a currently held Child Development Permit, **AND**
 2. At the time of enrollment, the student must be employed by a child care/development program including licensed family child care and out-of-school care. Center-based programs must be licensed or eligible for an exemption according to Department of Social Services (DSS) regulations. Licensed exempt centers are limited to the following: on school site, parents on site, military, tribal, employment agency, home based program and before/after school program. Employment in a kindergarten classroom is also acceptable, **AND**
 3. Student employment must directly benefit children and/or families. The employment experience must be acceptable to the California Commission on Teacher Credentialing for purposes of obtaining a Child Development Permit, even if experience is not required for the permit, **AND**
 4. Student must work in the state of California.
 5. In-home care providers (nannies) are not eligible. Unlicensed, exempt, in-home child care providers are not eligible.
- F. The CONTRACTOR will enroll eligible students according to the following three priorities:

*California Department of Education, Child Development Division (CDE/CDD)
Priorities for Enrollment:*

- | | |
|------------|--|
| Priority 1 | Employees of all direct-funded CDE/CDD programs including center-based programs and family child care network programs or center-based programs with satellite family child care providers. This also includes co-located Head Start Programs. |
| Priority 2 | Employees of any program, center-based or licensed family child care homes, that serve children on a voucher basis for Alternative Payment services. |
| Priority 3 | Employees of all other programs including center-based and licensed family child care homes. |

Within each priority group listed above, priority will be given to students fulfilling the requirements for an Assistant or Associate Teacher or Teacher Child Development Permit.

Local Priorities for Enrollment

The local YCCD/CDTC Advisory Committee may establish additional priorities. However, the CDE/CDD priorities listed above must be met before local

priorities can be implemented. Local priorities are encouraged to meet local needs within the context of the CDE/CDD priorities.

- G. The CONTRACTOR will establish a new or use an existing Advisory Committee to solicit input on local needs, courses to be offered and approve the student eligibility and payment policies.
 - 1. The Advisory Committee will make a good faith effort to represent the local child care labor market by including the following program representatives: the Campus Coordinator; one community college child development instructor, one CEC Mentor Coordinator, one TANF-CDC Program Facilitator, one TANF-CDC CalWORKs Liaison, one family child care provider; one representative of a child care program funded by the California Department of Education, Child Development Division (CDE/CDD); one representative of a private-for-profit child care program; one representative of a private-non-profit child care program; one representative of the local Resource and Referral program; one college student majoring in child development; one representative from the Local Child Care and Development Planning Council; and one representative from the county-level Children and Families Commission, and one representative from the local CARES and/or AB212 programs.
 - 2. The Advisory Committee will meet a minimum of once each semester/term.
 - 3. Both meetings must be properly documented with agendas and minutes, which must be submitted by specified due dates.
- H. The CONTRACTOR will complete an annual needs study of the local service area to determine the greatest needs of individuals seeking new or maintaining currently held Child Development Permits. Information collected should include:
 - 1. Description of eligible students to be served
 - 2. Special circumstances or unique challenges and characteristics of eligible students
 - 3. Description of agencies/programs that will benefit
 - 4. Area strengths
 - 5. Area needs
 - 6. Description of most needed courses including topics, times, locations and preferred language of instruction.
- I. The CONTRACTOR will provide student grade documentation to YCCD/CDTC upon request for audit purposes.
- J. The CONTRACTOR will ensure that all required reports and documents are submitted to YCCD/CDTC by the due dates specified. Report titles and due

dates are included in this Agreement as *Appendix B - 2007-2008 Required Reports and Time Lines*. All reports should be submitted to the Child Development Training Consortium, 1620 North Carpenter Road, Suite C-16, Modesto, CA 95351.

- K. The CONTRACTOR will ensure that no full-time equivalent (FTE) will be collected for courses that are funded with YCCD/CDTC funds.
- L. The CONTRACTOR will ensure collaboration (if applicable) with CEC Mentor Coordinator, TANF-CDC Program Facilitator and TANF-CDC CalWORKs liaison two times per semester. This collaboration will include sharing program services and promote integration of services for student success.

II. PERIOD OF PERFORMANCE

The term of this Agreement shall be from September 1, 2007, to and including June 30, 2008. Enrolled units must be completed between July 1, 2007, and June 30, 2008. All allowable expenditures must be encumbered by June 30, 2008.

III. BUDGET AND ALLOWABLE EXPENSES

- A. By October 19, 2007, a 2007-2008 budget based on the funding authorized in this Agreement must be on file with the YCCD/CDTC. A YCCD/CDTC supplied format must be used.
- B. The CONTRACTOR will submit a revised budget to the YCCD/CDTC for approval due to the following two circumstances:
 - 1. When planned expenditures in any of the **major expense categories** (direct services, support services, or administration) exceed the approved budget by more than ten percent (10%).
 - 2. And when planned expenditures in any of the **line items** exceed the approved budget by more than twenty-five percent (25%).
- C. The CONTRACTOR will administer the program budget in accordance with YCCD/CDTC budget development guidelines available in the Campus Coordinator Handbook on page 42. The CONTRACTOR will ensure that all program expenditures are reasonable, necessary, and allowable.
- D. The CONTRACTOR will not exceed approved California Department of Education travel reimbursement rates for travel charged to this program. Approved CDE rates are available in the Campus Coordinator Handbook on page 46.
- E. The CONTRACTOR will not expend YCCD/CDTC funds on food, equipment, donations, or gifts. Equipment is defined as a fixed asset that does not lose its identity when removed from its location and is not changed materially or consumed immediately (typically, within a year) by use. Equipment has relatively permanent value and its purchase increases the value of the physical property such as furniture, vehicles, machinery, computers and furnishings that are not integral parts of the building or the building system.

- F. If the CONTRACTOR demonstrates a consistent pattern of under-generating its contracted number of units, the number of contracted units may be reduced in subsequent years.

IV. PAYMENT FOR SERVICES

- A. In consideration of the performance of the foregoing in a satisfactory manner, the YCCD/CDTC agrees to pay the CONTRACTOR an amount not to exceed **\$7,500.00**. The amount of total payments to the CONTRACTOR will be the lesser of program earnings, the amount authorized by this Agreement, or actual expenditures. Any over-payments of more than \$100.00 made by YCCD/CDTC to the CONTRACTOR must be refunded to YCCD/CDTC by June 30, 2008. Checks should be made payable to YCCD.
- B. The CONTRACTOR will be paid \$25.00 per enrolled unit of course work, which meets requirements of the Child Development Permit Matrix and/or child care licensing regulations to the maximum stated in Paragraph 1B. Units for physical education and general work experience classes are excluded. Units for remedial courses and child development work experience are included.
- C. YCCD/CDTC will issue progress payments to CONTRACTOR upon receipt of properly completed documentation including an original 2007-2008 Participant Profile for each enrolled student for each semester/term.
- D. YCCD/CDTC will withhold any payment until all required documentation has been received to substantiate enrolled units.
- E. YCCD/CDTC will make final payment to CONTRACTOR upon satisfactory completion of services as described herein. The final expenditure report is due no later than June 30, 2008. A Budget Narrative Form will be required as an addendum to the Final Expenditure Report.

V. RETENTION OF RECORDS AND AUDITS

The CONTRACTOR will retain all programmatic and fiscal records for a minimum of five (5) full years from the date of final payment under this Agreement. The CONTRACTOR will make these records available to YCCD/CDTC upon request for audit purposes during the progress of the work and for five (5) years following final payment. The federal audit number for this project is 93.575042.

VI. CONTRACT AMENDMENTS

This Agreement may be amended with mutual written consent of both parties and the approval of the California Department of Education, Child Development Division.

VII. 30 DAY TERMINATION NOTICE

It is mutually agreed that either party may terminate this Agreement by giving thirty (30) calendar days advance written notice.

VIII. FUND AVAILABILITY

Funding of this Agreement is contingent upon appropriation and availability of funds from the California Department of Education, Child Development Division. The YCCD/CDTC is funded with federal Child Care and Development Quality Improvement funds.

IX. NONDISCRIMINATION CLAUSE

- A. During the performance of this Agreement, CONTRACTOR will not unlawfully discriminate, harass, or allow harassment against any employee or student because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), medical condition (cancer), age (over 40), sexual orientation, or marital status. CONTRACTOR will ensure that the evaluation and treatment of employees and student participants are free from such discrimination and harassment.
- B. CONTRACTOR shall comply with the provisions of the Fair Employment and Housing Act and the applicable regulations promulgated there under.
- C. By signing this Agreement, the CONTRACTOR ensures that it will comply with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability.

X. INDEPENDENT CONTRACTORS

It is understood that this is an Agreement by and between independent contractors and is not intended, and shall not be construed to create the relationship of agent, servant, employee, partnership, or joint venture.

XI. HOLD HARMLESS CLAUSE

Both the CONTRACTOR and YCCD/CDTC agree to hold harmless, defend, and indemnify the other party, and the officers, employees, boards, volunteers, and agents of the other party from and against any and all losses, claims or expense arising out of any liability or claim of liability for personal injury, bodily injury to persons, contractual liability and damage to property sustained or claimed to have been sustained arising out of activities of the parties to this Agreement or the activities of either party's boards, officers, agents, employees, or volunteers. Each party further agrees to waive all rights of subrogation against the other party. The provisions of this indemnity agreement do not, however, apply to any damages or losses caused by the negligence of the other party or any of its officers, employees, boards, volunteers, or agents.

XII. ACKNOWLEDGMENT

The CONTRACTOR will acknowledge the support of the YCCD/CDTC when publicizing the work performed under this Agreement. Materials developed with funds from this Agreement shall contain an acknowledgment of the use of federal Child Care and Development Quality Improvement funds received from the California Department of Education, Child Development Division.

XIII. DRUG-FREE WORKPLACE

The CONTRACTOR certifies compliance with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace.

IX. NON-PERFORMANCE OF TERMS OF INSTRUCTIONAL AGREEMENT

If the CONTRACTOR fails to fulfill the terms of this Instructional Agreement, the CONTRACTOR will be placed on informal probation for the period of one year. If the CONTRACTOR fails to fulfill the terms of the Instruction Agreement while on informal probation, a Probationary Instructional Agreement will be issued in the second year. If the CONTRACTOR fails to fulfill the terms of the Probationary Instructional Agreement, no further Instructional Agreements will be issued to CONTRACTOR.

AGREED TO BY:

CONTRACTOR Authorizing Signature:	
Printed Name of Person Signing:	Gary Poertner
Title of Person Signing:	Deputy Chancellor
Date:	

Yosemite Community College District

Authorizing Signature:	
Printed Name of Person Signing:	Teresa Scott
Title of Person Signing:	Executive Vice Chancellor/Fiscal Services, YCCD
Date:	

Attachments for reference: Appendix A - Child Development Permit Matrix
Appendix B - 2007-2008 Required Reports and Time Lines

Return **two** Instructional Agreements with **original signatures** to:

Gail Brovont, Child Development Training Consortium
1620 North Carpenter Road, Suite C-16, Modesto, CA 95351
For questions, call (209) 572-6086

For CDTC Use Only:	Date Rcvd: _____	To D.O.: _____	From D.O.: _____	To CONTRACTOR: _____
--------------------	------------------	----------------	------------------	----------------------

Child Development Permit Matrix - with Alternative Qualification Options Indicated

Permit Title	Education Requirement (Option 1 for all permits)	Experience Requirement (Applies to Option 1 Only)	Alternative Qualifications (with option numbers indicated)	Authorization	Five Year Renewal
Assistant (Optional)	Option 1: 6 units of Early Childhood Education (ECE) or Child Development (CD)	None	Option 2: Accredited HERO program (including ROP)	Assist in the care, development and instruction of children in a child care and development program under the supervision of an Associate Teacher or above.	105 hours of professional growth*****
Associate Teacher	Option 1: 12 units ECE/CD including core courses**	50 days of 3+ hours per day within 2 years	Option 2: Child Development Associate (CDA) Credential. CDA Credential must be earned in California	May provide service in the care, development and instruction of children in a child care and development program; and supervise an Assistant Permit holder and an Aide.	Must complete 15 additional units toward a Teacher Permit. Must meet Teacher requirements within 10 years.
Teacher	Option 1: 24 units ECE/CD including core courses** <u>plus</u> 16 General Education (GE) units*	175 days of 3+ hours per day within 4 years	Option 2: AA or higher in ECE/CD or related field with 3 units supervised field experience in ECE/CD setting	May provide service in the care, development and instruction of children in a child care and development program, and supervise all above.	105 hours of professional growth*****
Master Teacher	Option 1: 24 units ECE/CD including core courses** <u>plus</u> 16 GE units* <u>plus</u> 6 specialization units <u>plus</u> 2 adult supervision units	350 days of 3+ hours per day within 4 years	Option 2: BA or higher (does not have to be in ECE/CD) with 12 units of ECE/CD, <u>plus</u> 3 units supervised field experience in ECE/CD setting	May provide service in the care, development and instruction of children in a child care and development program, and supervise all above. Also may serve as a coordinator of curriculum and staff development in a child care & development program.	105 hours of professional growth*****
Site Supervisor	Option 1: AA (or 60 units) which includes: • 24 ECE/CD units with core courses** • 16 GE units* • 6 administration units • 2 adult supervision units	350 days of 3+ hours per day within 4 years including at least 100 days of supervising adults	Option 2: BA or higher (does not have to be in ECE/CD) with 12 units of ECE/CD, <u>plus</u> 3 units supervised field experience in ECE/CD setting; <u>or</u> Option 3: Admin. credential *** with 12 units of ECE/CD, <u>plus</u> 3 units supervised field experience in ECE/CD setting; <u>or</u> Option 4: Teaching credential**** with 12 units of ECE/CD, <u>plus</u> 3 units supervised field experience in ECE/CD setting	May supervise a child care and development program operating at a single site; provide service in the care, development and instruction of children in a child care and development program; and serve as coordinator of curriculum and staff development.	105 hours of professional growth*****
Program Director	Option 1: BA or higher (does not have to be in ECE/CD) including: • 24 ECE/CD units with core courses** • 6 administration units • 2 adult supervision units	Site Supervisor status and one program year of Site Supervisor experience	Option 2: Admin. credential *** with 12 units of ECE/CD, <u>plus</u> 3 units supervised field experience in ECE/CD setting; <u>or</u> Option 3: Teaching credential**** with 12 units of ECE/CD, <u>plus</u> 3 units supervised field experience in ECE/CD setting, <u>plus</u> 6 units administration; <u>or</u> Option 4: Master's Degree in ECE/CD or Child/Human Development	May supervise a child care and development program operated in a single site or multiple-sites; provide service in the care, development and instruction of children in a child care and development program; and serve as coordinator of curriculum and staff development.	105 hours of professional growth*****

NOTE: All unit requirements listed above are semester units. All course work must be completed with a grade of C or better from a regionally accredited college. Spanish translation of matrix available.

*One course in each of four general education categories, which are degree applicable: English/Language Arts; Math or Science; Social Sciences; Humanities and/or Fine Arts.

**Core courses include child/human growth & development; child/family/community or child and family relations; and programs/curriculum. You must have a minimum of three semester units or four quarter units in the core areas of child/human growth & development and child/family/community.

***Holders of the Administrative Services Credential may serve as a Site Supervisor or Program Director.

****A valid Multiple Subject or a Single Subject in Home Economics.

*****Professional growth hours must be completed under the guidance of a Professional Growth Advisor. Call (209) 572-6085 for assistance in locating an advisor.

This matrix was prepared by the Child Development Training Consortium, www.childdevelopment.org. Call (209) 572-6080 for a permit application.

Appendix B

Child Development Training Consortium 2007-2008 Required Reports and Time Lines

Report/Documentation	Due Date
Instructional Agreement	As soon as possible
Professional Growth Advisor Project Training/Networking Documentation Transmittal and Invoice Sheet	Within two weeks following the training/networking sessions or by June 30, 2008.
Participant Profiles and Transmittal Summary and Detail Sheets	Summer '07 Term: September 7, 2007 Fall '07 Term: October 19, 2007 Winter/Spring '08 Term: March 18, 2008
Student Evaluation Composite	Summer '07 Term: September 21, 2007 Fall '07 Term: February 15, 2008 Winter/Spring '08 Term: June 30, 2008
2007-2008 Program Budget	October 19, 2007
Student Eligibility and Payment Policies	December 3, 2007
Advisory Committee Meeting Documents	Fall '07 Term: February 15, 2008 Spring '08 Term: June 30, 2008
Coordinator Invoice	Summer/Fall '07 Term: February 15, 2008 Winter/Spring '08 Term: June 30, 2008
Child Development Instructional Staff Profile Composite	March 18, 2008
Course Offering Matrix of Non-Traditional Child Development and CDTC Funded Courses	March 18, 2008
2008-2009 Designation of Campus Coordinator and Agreement Specifications	June 15, 2008
Year-End Report Narrative	June 30, 2008
Final Expenditure Report/Final Expenditure Narrative	June 30, 2008

TO: Board of Trustees

FROM: Dr. Raghu P. Mathur, Chancellor

RE: Irvine Valley College: California Early Childhood Mentor Program

ACTION: Approval

BACKGROUND

The Irvine Valley College Department of Human Development, Early Childhood Education, has associated for eight years with the California Early Childhood Mentor Program administered by the San Francisco Community College District (SFCCD) through a grant from the California State Department of Education. IVC is one of seventy community colleges throughout the state participating in the program. The program allows for a faculty member to coordinate the placements of college students with approved mentors in the Early Childhood Education Program. It provides services such as coordinating and offering courses, offering honoraria for faculty working with the program, and providing books and other instructional materials.

STATUS

The Department of Human Development, Irvine Valley College, seeks to continue participation in the Mentor Program for the academic year 2007/2008. Approval of this agreement, as presented in Exhibit A, would provide a mentor-led training environment for student teachers in Early Childhood Education at IVC. The agreement was approved by SFCCD on September 1, 2007, and forwarded to IVC for approval. The agreement will be through June 30, 2008. There will be no impact on general funds.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the agreement, as presented in Exhibit A, for the 2007/2008 year of the California Early Childhood Mentor Program between San Francisco Community College District and Irvine Valley College.

SAN FRANCISCO COMMUNITY COLLEGE DISTRICT

AGREEMENT

CALIFORNIA EARLY CHILDHOOD MENTOR PROGRAM

This Agreement, dated for reference purposes only, September 1, 2007, is entered into by and between: the San Francisco Community College District (SFCCD), hereinafter known as the "District," on behalf of its California Early Childhood Mentor Program, hereinafter known as the "Mentor Program," and Irvine Valley College/South Orange County Community College District, hereinafter known as "Contractor".

This agreement is entered into pursuant to San Francisco Community College District Board of Trustees Resolution No. 070426-B9.

Appropriation or Grant Number 93:575

RECITALS:

Whereas, the San Francisco Community College District has applied for and has received a grant from the California State Department of Education (Resolution 070467-B9) for the purposes of operating a Mentor Program; and

Whereas, the SFCCD has received authorization from its Board of Trustees to enter into agreements with California community colleges to provide such services as: coordinating and offering an adult supervision course and seminars for mentors and directors; coordinating and developing mentoring programs; offering honoraria for faculty working with the college mentoring program; providing books and other instructional materials for mentors; and printing and copying mentor materials.

Now, Therefore, the parties agree as follows:

1. **TERM:** The term of this Agreement shall commence on September 1, 2007 and terminate June 30, 2008 except as otherwise set forth in this agreement.
2. **SERVICES TO BE RENDERED BY CONTRACTOR:** The services to be rendered are incorporated by reference as in attachment A. If any terms of the attachment and this Agreement are in conflict, this Agreement shall prevail.
3. **PAYMENT:** Invoice to be submitted and payment as a stipend to be made by District to Contractor shall be as set forth in Attachment A.
4. **INDEPENDENT CONTRACTOR:** The parties agree that with regard to this Agreement, Contractor is an independent contractor and not an employee of the District.

Any terms in this Agreement or its attachments referring to direction from the District shall be construed as providing for direction as to policy and the result of work only, and not as to the means by which such a result is obtained.

5. **EXPENSES FOR EQUIPMENT, TOOLS, MATERIALS OR SUPPLIES:** Contractor shall supply, at no cost or charge to District, all equipment, tools, materials, and/or supplies to accomplish the services agreed to be performed unless otherwise provided in this agreement; District shall not be liable to Contractor for any expenses paid or incurred by Contractor not provided for in this agreement unless otherwise agreed to in advance in writing.
6. **ASSIGNMENT:** Contractor shall not assign this Agreement nor the consideration payable under this Agreement without the written consent of the District.

7. **TERMINATION**: District may terminate this Agreement for District's convenience and without cause at any time by giving the other parties written notice of such termination. The notice shall specify the date upon which the termination becomes effective. In the event of such termination, Contractor shall be paid for his/her services that have been performed to the satisfaction of the District under this Agreement, up to the date of termination. Any payment by District shall be conditioned on Contractor providing to the District any and all materials required by District related to the services rendered.

8. **WRITTEN NOTICE**: All notices required or permitted to be given by this Agreement shall be deemed given when personally delivered to the recipient thereof or two (2) days after it has been mailed by certified mail, return receipt requested, postage prepaid, and addressed to the parties.

Any party by a written notice to the other parties may change the address of notice or the names of the persons or parties to receive written notice.

9. **GOVERNING LAW**: This Agreement shall be construed in accordance with and governed by the laws of the State of California. Venue for all litigation relative to the formation, interpretation, and performance of the Agreement shall be in San Francisco.

10. **SEVERABILITY**: If any term, provision, covenant, or condition of the Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the rest of the Agreement shall remain in full force and effect and in no way shall be affected, impaired, or invalidated.

11. **NON-WAIVER**: The failure of any party to exercise any of its rights under this Agreement for a breach thereof shall not be deemed to be a waiver of such rights or a waiver of any subsequent breach.

12. **NO AUTHORITY TO BIND DISTRICT**: Contractor has no authority to enter into contracts or agreements on behalf of District. This Agreement does not create the relationship of agent, servant, employee, partnership or joint venture with the District.

13. **AMENDMENTS**: No amendment to this Agreement shall be effective unless it is in writing and signed by all parties.

14. **CONFLICT OF INTEREST**: Contractor states that it is familiar with provisions of Section 87100 et seq. of the Government Code and certifies that it does not know of any facts which constitute a violation of said provisions. In the event contractor receives any information subsequent to execution of this Agreement which might constitute a violation of said provisions, Contractor agrees it shall notify District of such information.

15. **DAMAGES**: Contractor shall be responsible for any and all damages resulting in whole or in part from Contractor's acts or omissions.

16. **INDEMNIFICATION**: Contractor shall defend and indemnify and hold harmless the District, its officers, and/or its employees from any and all claims, loss, damage, injury and liability of every kind, nature and description including those from or on behalf of employees of the Contractor, arising directly or indirectly from Contractor's performance of this Agreement, including but not limited to, the use of facilities or equipment provided by District or others, regardless of the active or passive negligence of, and regardless of whether liability without fault is imposed or sought to be imposed on District, its officers, and/or its employees except to the extent that such indemnity is void or otherwise unenforceable under applicable law in effect on or validly retroactive to the date of this Agreement and except where such claim, loss, damage, injury or liability is the result of the sole negligence or sole willful misconduct of District, its officers, and/or its employees.

Contractor specifically acknowledges and agrees that it has an independent obligation to defend the District, its officers, and/or its employees from any claim which actually or potentially falls within this indemnification provision even if such claim is or may be groundless, fraudulent or false.

Contractor's obligations under this section 16 shall survive the termination of this Agreement.

17. **COMPLIANCE WITH LAWS AND REGULATIONS:** Contractor shall keep informed of all laws and governmental regulations that may affect its obligations. It shall observe and comply with, and shall cause all its agents, employees, consultants, and subcontractors to observe and comply with all said laws and regulations, including obtaining business permits and licenses that may be required to carry out the work to be performed under this Agreement.

18. **LIABILITY OF DISTRICT:** District's obligations under this Agreement shall be limited to the payment of the compensation as provided for in Section 3 of this Agreement but shall also include activities as provided for in Attachment A. Notwithstanding any other provision of this Agreement, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits, arising out of or in connection with this Agreement or the services performed in connection with this Agreement.

19. **NON-DISCRIMINATION CLAUSE:** During the performance of this Agreement, District and Contractor shall not unlawfully discriminate, harass or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, disability (including HIV and AIDS), medical condition (cancer), age, marital status, denial of family and medical care leave and denial of pregnancy disability leave. District and Contractor shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. District and Contractor shall comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12900 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f) set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are incorporated into this contract by reference and made a part hereof as it set forth in full. District and Contractor shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

20. **ENTIRE AGREEMENT/MODIFICATION:** This writing sets forth the entire Agreement between the parties, and supersedes all other oral or written provisions. This Agreement may be modified only by a written document executed and approved in the same manner as this Agreement.



Attachment A
Irvine Valley College/South Orange County Community College
District
September 1, 2007 – June 30, 2008

Santa Ana College will take the lead in the Orange Regional Early Childhood Mentor Program. In addition to Santa Ana College, the Orange Regional Early Childhood Mentor Program includes four colleges: Fullerton, Irvine, Orange Coast and Saddleback. The Regional Program requires individual contracts between all five colleges and the San Francisco Community College District.

- A. San Francisco Community College District on behalf of the California Early Childhood Mentor Program shall provide the following resources for implementation of the Contractor's program, subject to the District's approval:
1. Updated materials and assistance to facilitate implementation of the program including a *Program Manual*, an In-Service Training Resource Guide, reporting forms and one-on-one technical assistance.
 2. Travel expenses for the Contractor's Local, Regional and College Coordinators to attend two statewide meetings to discuss program elements, the status of implementation and materials. Travel expenses must be within state guidelines and limits as specified in the *Program Manual* and as may reasonably be revised by the District.
 3. \$500 for the Contractor's College Coordinator. The Contractor's Coordinator may be paid directly by the San Francisco Community College District in the sole discretion of the District. The District reserves the right to withhold and/or reduce the Coordinator payment if responsibilities listed in Section B are not fulfilled in a timely manner.
 4. \$150 for printing and copying costs for program implementation or Mentor materials. The Contractor's Coordinator may be reimbursed directly by the San Francisco Community College District in the sole discretion of the District.
- B. Contractor as a college agrees to designate a Regional Coordinator. The Coordinator shall be responsible for the following activities:

Selection and Re-Certification

1. Promoting the program on campus and in the community.
2. Enrolling teachers and providers in the Mentor Teacher/Adult Supervision Course, based on the syllabus provided in the *Program Manual* and as may reasonably be revised by the District. The Contractor as a college agrees to enroll students and to issue credit. The Contractor also agrees that it will accrue no ADA when instructional costs are reimbursed. Students pay tuition if they are receiving credit.
3. Recruiting qualified child care providers and directors from the community who may be interested in becoming Mentors.

4. Modifying and distributing Mentor and Director Mentor applications and establishing appropriate application deadlines as currently described in the *Program Manual* and as may reasonably be revised by the District.
5. Assuring compliance with selection criteria for Mentor Teachers and Director Mentors as set forth in Sections D and E below.
6. Adhering to the Policy on the Mentor Option in Campus Labs as currently described in the *Program Manual* and as may reasonably be revised by the District.
7. Modifying and distributing Mentor and Director Mentor Re-Certification applications, and establishing appropriate application deadlines as currently described in the *Program Manual* and as may reasonably be revised by the District.
8. Appointing a Selection Committee of up to 10 members. The Selection Committee shall include community college instructors, center directors, teachers and other child care practitioners who represent all sectors of the regional child development community (e.g., Head Start, preschool, subsidized, non-profit).
9. Training Selection Committee Members in the use of the Harms and Clifford Scales: the Early Childhood Environment Rating Scale-Revised (ECERS-R), the Infant/Toddler Environment Rating Scale-Revised (ITERS-R), the School-Age Care Environment Rating Scale (SACERS), and Family Child Care Environment Rating Scale-Revised (FCCERS-R). Training Selection Committee Members in the use of the Program Administration Scale (PAS).
10. Serving as a Selection Committee Member as currently described in the *Program Manual* and as may reasonably be revised by the District. Such service is *optional* for local college or Regional Coordinators but *mandatory* for college Coordinators in a Region.
11. Scheduling meetings for the Selection Committee to review Mentor applications, evaluate applicants' centers or classroom sites, and to make final selections by **June 1, 2008**.
12. Notifying all New and Re-Certification applicants to inform them of final decisions as soon as possible after the final Selection Committee meeting.
13. Petitioning the District in writing that Mentor pool size be increased in an academic year. In such cases, determination will be made by Mentor Program staff based on current statewide allocations and student placement rates at the local college.
14. Maintaining eligibility requirements for Mentor Teachers in accordance with program policy as currently described in the *Program Manual* and as may reasonably be revised by the District.
15. Maintaining eligibility requirements for Director Mentors in accordance with program policy as currently described in the *Program Manual* and as may reasonably be revised by the District.

Professional Growth

16. Facilitating or arranging for facilitation of a 1-2 unit credit-optional monthly Seminar for Mentors to combine informal discussion of issues they confront in supervising student teachers with further study of supervision issues, leadership and mentoring skills.

17. Facilitating or arranging for facilitation of a 1-2 unit credit-optional monthly Seminar or continuing course for directors to study administrative issues, quality improvement strategies, leadership development and mentoring issues.
18. Providing Mentor and Director Seminar Instructors with the *In-Service Training Resource Guide* and other necessary instructional materials as supplied by the District.
19. Ensuring that instructors for the Mentor and Director Seminars are regularly evaluated in accordance with college policies.
20. Supporting Mentor In-Service Training activities with Mentor materials and other appropriate funding where available.
21. Approving In-Service Training Contracts for annual Professional Development activities for Mentor Teachers as currently described in the *Program Manual* and as may reasonably be revised by the District.

Placements and Stipend Activities

22. Working within the college's administrative procedures to institutionalize the Mentor Program. This includes seeking curriculum committee approval for courses, including program information in the college catalog and course schedule, and establishing load credit for practicum instructors who support placements with Mentors.
23. Providing the District with official course outlines for all courses in which students may be placed with Mentors.
24. Placing students with Mentors, acting as intermediary between the student and Mentor, and monitoring the Mentors' work. The college agrees to offer the placement with a Mentor as an alternative to the existing practicum course(s).
25. Overseeing student placements with Mentors to ensure only one student will be in the Mentor's classroom at a time.
26. Approving individual Mentor-protégé contracts for Post-Practicum placements as currently described in the *Program Manual* and as may reasonably be revised by the District.
27. Approving Mentor-TANF-CDC student contracts for Individual Student Mentoring as currently described in the *Program Manual* subject to the guidelines on Mentor Usage Limitation as set forth by the TANF-CDC Program and as may reasonably be revised by the District.
28. Approving hourly Mentoring Record stipends for short-term mentoring services for TANF-CDC students as currently described in the *Program Manual* subject to the guidelines on Mentor Usage Limitation as set forth by the TANF-CDC Program and as may reasonably be revised by the District.
29. Approving individual Director Mentor-protégé director contracts for Director placements as currently described in the *Program Manual* and as may reasonably be revised by the District.
30. Approving hourly Director Mentoring Record stipends for short-term mentoring services as currently described in the *Program Manual* and as may reasonably be revised by the District.
31. Serving, if requested and willing, as a Field Trainer as currently described in the *Program Manual* and as may reasonably be revised by the District.

Payments

32. Maintaining records of all costs and disbursements and reporting these monthly to the District in a timely and accurate manner.
33. Submitting authorizations to pay all stipends within 30 days following the end of the placement.
34. Submitting all fiscal reporting and requests for reimbursement to the District no later than **June 15, 2008**.
35. Acknowledging that the Coordinator's payment may be withheld and/or reduced if reporting is not accomplished in a timely manner.
36. Applying for and utilizing Supplemental Support Funding for Large Area Programs if appropriate.
37. Providing full reporting on the use of any Supplemental Support Funding as currently described in the *Program Manual* and as may reasonably be revised by the District.
38. Providing full reporting on the use of any additional funding granted for use in the provision of local Director Mentor Institutes.

Evaluations

39. Facilitating program evaluation.
40. Encouraging completion of Student Evaluation of Mentor Teacher, Director Mentor Evaluation of Protégé, Protégé Evaluation of Director Mentor and Director Seminar Evaluation Forms by program participants.

Agreements and Reports

41. Completing and submitting to the District Quarterly Reports as follows:
 - First Quarter: August 1 to October 15, due **October 15, 2007**
 - Second Quarter: October 16 to January 15, due **January 15, 2008**
 - Third Quarter: January 16, to April 15, due **April 15, 2008**
42. Completing and submitting to the District all Annual Reporting materials on or before **June 15, 2008**.

Mentor Program Meetings

43. Attending all required Coordinator meetings and/or being responsible for acquiring and understanding the information and materials presented at these meetings.
44. Selecting eligible participants for the annual Mentor Institute.
45. If the college is participating in the TANF-CDC Program, collaborating with the Child Development Training Consortium Campus Coordinator, TANF-CDC Program Facilitator, and TANF-CDC CalWORKs Liaison two times per semester.

Maintaining Records

46. Keeping records on each Mentor's placement history, student evaluations of the Mentor, the Mentor's application and re-certification, and stipend amounts. Keeping comparable records for each Director Mentor.
47. Maintaining program data and records in archives for seven years.

- C. Contractor will designate a College Coordinator to perform the following functions:
1. Placing students with Mentors, acting as intermediary between the student and Mentor, and monitoring the Mentors' work. The college agrees to offer the placement with a Mentor as an alternative to the existing practicum course(s).
 2. Collecting student evaluations of Mentors and providing the Regional Coordinator—in a timely and accurate manner—with any data necessary for the monthly, quarterly or annual reports.
 3. Serving on the regional Selection Committee.
 4. Facilitating the evaluation of the statewide program by assisting with the scheduling of observations and follow up.
 5. If the college is participating in the Temporary Assistance for Needy Families Child Development Careers Program (TANF-CDC), collaborate with the Child Development Training Consortium Campus Coordinator, TANF-CDC Program Facilitator, and TANF-CDC CalWORKs Liaison two times per semester.
- D. Contractor shall insure that Classroom Mentor applicants shall complete the following requirements in order to be considered for selection:
1. A college level Early Childhood training program that included an Early Childhood practicum supervised by a college instructor for credit. Candidates must submit a transcript proving completion of this requirement.
 2. The two-unit Mentor Teacher/Adult Supervision Course, as described in Sections B.2 and C in this Attachment.
 3. Two years of experience as a classroom teacher or family child care provider.
 4. Eligibility for the Master Teacher Level, or higher, of the California Child Development Permit.
 5. The Mentor Application (see *Program Manual*) which includes information on the applicant's educational background and experience, a personal statement, a transcript proving completion of the practicum as part of her/his Early Childhood education and the Harms and Clifford rating sheet from her/his self-review. The Application also includes a "supervisor's agreement" to support the candidate's application and participation as a Mentor. As public elementary school teachers have their own mentoring program, they are not eligible to participate in the California Early Childhood Mentor Program.
 6. A site review of the center's National Association for the Education of Young Children (NAEYC) accreditation status by members of the Mentor Selection Committee and direct observation of teaching practices, or completion of a site review and self study using the appropriate Harms and Clifford Scale (ECERS-R, ITERS-R, SACERS or FCCERS-R).
- E. Contractor shall ensure that Director Mentor applicants shall complete the following requirements in order to be considered for selection:
1. Current or prior employment as a director or site supervisor in a child development program.
 2. Three years of experience as a director or site supervisor.

3. Successful completion of a two-day Director Mentor Institute as currently described in the *Program Manual* and as may be reasonably revised by the District.
 4. The Director Mentor Application (see *Program Manual*) which includes information on the applicant's educational background, experience, statement of program philosophy, selection of items for Program Administration Scale (PAS) review, and references.
 5. A site review of the center's National Association for the Education of Young Children (NAEYC) accreditation status and completion of a site review by members of the Mentor Selection Committee using the Program Administration Scale (PAS) interview.
- F. Contractor agrees to provide the following resources for implementation of the program:
1. Facilities for the Mentor Teacher/Adult Supervision Course, Selection Committee training and meetings, the Mentor Seminar and the Director Seminar as currently described in the *Program Manual* and as may be reasonably revised by the District.
 2. Funds for program costs in excess of amounts provided in Section A of this agreement.
- G. Contractor agrees that in cases where active Mentors from other Regional or Local Mentor Programs wish to apply to this college's program, acceptance and selection will be at the discretion of this college's Selection Committee based on space availability and other selection criteria.

TO: Board of Trustees

FROM: Dr. Raghu P. Mathur, Chancellor

RE: Irvine Valley College: Change Order Request No. 6: Police and Warehouse Facility

ACTION: Approval

BACKGROUND

On January 16, 2007, the Board of Trustees approved a contract with Dumarc Corporation for construction of the Police and Warehouse Facility at Irvine Valley College for the amount of \$1,908,700.00. Five change orders were subsequently approved increasing the contract amount to \$1,970,795.15 and extending the contract completion time to 223 days. This project is the second phase of a larger project that includes the already completed Maintenance compound.

STATUS

EXHIBIT A describes the modifications contained in Change Order Request No. 6 for the Police and Warehouse Facility project at Irvine Valley College. Approval of this change order will result in an increase of \$4,774.33 to the contract cost and extend the construction time by 3 calendar days. The revised contract amount will be \$1,975,569.48 and the revised contract time 226 days.

Total change orders are at 3.50% of the contract.

Funds are available in the approved project budget which is \$4,575,000.00, including the already completed Phase I for Maintenance.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve Change Order Request No. 6 for the Police and Warehouse project at Irvine Valley College increasing the amount of the contract with Dumarc Corporation by \$4,774.33 and extending the contract time by 3 calendar days.

**POLICE AND WAREHOUSE FACILITY
AT
IRVINE VALLEY COLLEGE**

EXHIBIT A

CHANGE ORDER No. 6

October 22, 2007

No.	Date	Description	Requested	Status	Days	Amount
13	7/13/2007	Keypad locksets added	District	ATP	0	\$1,296.17
32	9/13/2007	Plywood for easier access to HVAC units	District	ATP	1	\$1,286.76
34	9/27/2007	HVAC Changes: Relocate thermostat and modify ductwork to address zoning changes	Architect	ATP	2	\$2,191.40

TOTAL THIS CHANGE ORDER

ORIGINAL CONTRACT AND PRIOR BOARD APPROVED CHANGE ORDERS

REVISED CONTRACT

3	\$4,774.33
223	\$1,970,795.15
226	\$1,975,569.48

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

TO: Board of Trustees

FROM: Dr. Raghu P. Mathur, Chancellor

RE: Saddleback College and Irvine Valley College: Speakers

ACTION: Approval

BACKGROUND

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

STATUS

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

RECOMMENDATION

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

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

Date of Presentation	Speaker Name	Topic	Brief Biography	General Fund Cost (Honorarium/Travel)
9/18/07	Steve Sandoval	House Arrest	Sup. Probation Officer	.00
9/24/07	Barbi Galindo	Business Owner	Barbi started her own company- Luv to Lounge (sleepwear)	.00
9/25/07	Irene Hicks	Parolee Treatment	Caseload Supervisor	.00
9/26/07	Joseph Stokely	Southern CA Gangs	Probation Gang Expert	.00
9/26/07	Bridgett Mortensen	Job Search	24/7 Placement Agency	.00
9/27/07	Malia Bowman	Appliances	Product Specialist	.00
10/1/07	Keith Prinzing	Bombs/Terrorism	OC Sheriff's Dept Bomb Expert	.00
10/2/07	Jennifer Barrios	Merchandising	Works for Quicksilver as Senior Merchandiser for the men's edition	.00
10/2/07	Laura Newhall-Allen	Vintage Clothing	Vintage Store Owner	.00
10/4/07	Bingshau Wong	Rendering Technique	Associate SWA Group	.00
10/10/07	Martine Wehr	Juvenile Crime Prevention	Juvenile Crime Expert	.00
10/10/07	Tammy Descoteaux	Identity Theft	O.C. Sheriff's Dept. Community Service Agency	.00
10/15/07	Dawn Foor	Sexual Assault Prevention	C.S.P. Supervisor	.00
10/24/07	Elizabeth Styfee	Caring For Patients at the End of Life	Years of experience working with dying patients & families	\$200
10/24/07	Margie Diaz	Community Outreach Program	Director of California Youth Services	.00
11/14/07	Julie Schoen	Medicare	Legal Counselor, HICAP	.00
11/15/07	Cliff Roth	Medicare	Counselor, HICAP	
1/25/08	Dr. Jeffrey Wasserstrom	China: Beyond the Headlines	Prof. of History, UCI	\$100
2/8/08	Dr. Dennis Aigner	Business and the Environment	Prof of Management & Economics UCI	\$100
2/29/08	Dr. Robert Elliott Allinson	Forthcoming	Director Humanities & Professor of Philosophy	\$100
3/7/08	Dr. Gregory A. Weiss	Chemistry in Film	Professor Chemistry, UCI	\$100

3/14/08	Dr. Anthony Kubiak	Is All the World Really a Stage	Professor of Drama UCI	\$100
3/26/08	Elizabeth Styfee	Caring For Patients at the End of Life	Years of experience working with dying patients & families	\$200
3/28/08	Tom Kucharski	The Science and Technology at Palomar Observatory	Solar System Ambassador Jet Propulsion Laboratory	\$100
4/04/08	Dr. Gerald Kooyman	Antarctica	Professor Biology & Research Physiology, Scripps Institution of Oceanography & National Geographic	\$100
4/18/08	Dr. David Pan	Understanding Political Violence	Associate Professor of German, UCI	\$100
5/9/08	Prof. Rodolfo Torres	The 21 st Century Metropolis	Professor of Planning, Policy & Design, UCI	\$100

IRVINE VALLEY COLLEGE

Date of Presentation	Speaker Name	Topic	Brief Biography	General Fund Cost (Honorarium/Travel)
10/3/07	Earle Hagen	Professional Life in Music	Mr. Hagen is a retired performer, composer and arranger. He played with Benny Goodman, Tommy Dorsey, and wrote thousands of hours of TV and film music, including Harlem Nocturne and the theme to the Andy Griffith show.	.00

TO: Board of Trustees

FROM: Dr. Raghu P. Mathur, Chancellor

RE: Saddleback College and Irvine Valley College: Community Education,
Spring 2008

ACTION: Approval

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. 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 Spring 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.

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

EXHIBIT A
Page 1 of 4

PROGRAM	COURSE TITLE	DATES	PRESENTER	HONORARIA	FEE
College for Kids	Acting for the Young Performer	3/7 - 5/23	Acting Express Productions (I)	50% net	\$ 75.00
	Theatre Games	3/7 - 5/23	Acting Express Productions (I)	50% net	\$ 75.00
	Guitar for Youth	2/16 - 3/15	Ron Gorman (E)	50% net	\$ 90.00
	Musical Theatre Workshop	3/4 - 5/29	Acting Express Productions (I)	50% net	\$ 75.00
	Natural A's	2/24	Curtis Adney (E)	50% net	\$ 49.00
	Piano for Children	1/24 - 5/15	Pam Worcester (E)	\$400	\$150
	Youth Golf Clinics	1/18 - 4/30	Chris Hearld (E) & Chris Cooke (E)	45% gross	\$ 80.00
	BIS Kids Workshop	2/2 - 4/27	BIS Kids	95% gross	\$ 15.00
Adults	A Death Valley Weekender	2/22 - 2/24	Loretta DuBois (I)	\$470 - \$600	\$525 - \$655
	Acting for the Camera	2/15 - 3/7	Acting Express Productions (I)	50% net	\$ 175.00
	ABC's of Charting the Market	2/26	Don Jarett (E)	50% net	\$ 49.00
	Acrylic/Oil Painting Workshop	1/28 - 6/1	Alan Lugena (E)	50% net	\$85-\$95
	Acting in Daytime Dramas	3/8	Acting Express Productions (I)	50% net	\$ 55.00
	Bartending To The Max	3/6 - 3/13	Kellie Nicholson (E)	50% net	\$ 100.00
	Become A Mystery Shopper	2/10	Elaine Moran (E)	50% net	\$ 49.00
	Become A Sub Teacher & Earn Full Time	1/26	Charles Prosper (E)	50% net	\$ 37.00
	Beg. And Intermediate Watercolor Workshop	1/28 - 6/1	Alan Lugena (E)	50% net	\$ 95.00
	Beg. Blues Harmonica	4/2	David Broida (I)	40% gross	\$ 45.00
	Beg. Guitar	1/14 - 4/28	Ron Gorman (E)	50% net	\$ 90.00
	Beg. Medical Insurance Billing I	4/26 - 4/27	Terry Rowen, Inc. (I)	50% net	\$ 125.00
	Beg. Medical Insurance Billing II	4/26 - 4/27	Terry Rowen, Inc. (I)	50% net	\$ 120.00
	Beijing City Preview	3/18 - 3/26	Collette Vacation (I)	90% gross	\$1,849.00
	Botanical Drawing Workshop	1/28 - 6/1	Alan Lugena (E)	50% net	\$ 85.00
	Botanical Watercolor Workshop	1/28 - 6/1	Alan Lugena (E)	50% net	\$ 95.00
	Bride & Groom's First Dance	3/28	Kaylaa Fox (I)	40-45% gross	\$ 30.00
	Build Your Own Web Site	1/26	Rounds, Miller & Assoc. (I)	50% net	\$ 39.00
	Calligraphy Workshop	1/28 - 6/1	Alan Lugena (E)	50% net	\$ 69.00
	Candle Making	2/17	Quayum Abdul (E)	50% net	\$ 49.00
	China's Terra Cotta Warriors Tour	5/24	Regina Rocha Tours (I)	\$70.00	\$85.00

(E) Employee

(I) Independent Contractor

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

PROGRAM	COURSE TITLE	DATES	PRESENTER	HONORARIA	FEE
	Clutterology	1/26	Rounds, Miller & Assoc. (I)	50% net	\$ 39.00
	Coaching, Consulting, & Training	2/2	Rounds, Miller & Assoc. (I)	50% net	\$ 39.00
	Color Theory & Application Workshop	1/28 - 6/1	Alan Lugena (E)	50% net	\$ 85.00
	Commercial Real Estate Investing - Adv	2/6 - /20	Robert Kehiayan (I)	50% net	\$ 39.00
	Dance Classes	1/18 - 4/25	Kaylaa Fox (I)	40-45% gross	\$ 50.00
	Designing an Eco-Friendly Home	2/8	Belma Johnson (I)	50% net	\$ 39.00
	Digital Scrap Booking	4/3 - 4/27	Randeleigh Harris (I)	50% net	\$ 100.00
	Drawing Workshop	1/28 - 6/1	Alan Lugena (E)	50% net	\$ 85.00
	Dream Books	2/9	Belma Johnson (I)	50% net	\$ 49.00
	European Experience	Ongoing	Joe Calwell (E)	95% gross	\$ 4,500
	Everything You Wanted to Know - Guitar	1/14 - 4/28	Ron Gorman (E)	50% net	\$ 25.00
	Express Italian	3/5 - 4/2	Luciana Marabella (E)	50% net	\$ 59.00
	Feng Shui	3/11	Kartar Diamond (I)	50% net	\$ 49.00
	Financial Independence for Women	2/21 - 3/7	Gary E. Miller (I)	50% net	\$ 35.00
	Financial Strategies for Retirement	2/12 - 2/26	David Brown (I)	50% net	\$ 59.00
	Find Best Loans for Investment Prop.	2/16 - 4/19	Stephen Dexter (I)	50% net	\$ 49.00
	Finding Your Inner Voice	2/16	Acting Express Productions (I)	50% net	\$ 69.00
	Flamenco Guitar	3/6 - 4/10	Michael Valentine (E)	50% net	\$ 49.00
	French Connection	1/31 - 4/10	Claudine Robinson (E)	50% net	\$ 59.00
	From Nothing to Millionaire	2/10	Marshall Reddick (I)	50% net	\$ 49.00
	Gene Autry Show	1/12	Regina Rocha Tours (I)	\$70.00	\$85.00
	Getting More From Digital Camera	1/26 - 4/26	Parry Shoemaker (E)	50% net	\$ 65.00
	Getting Started in Digital Photography	1/26 - 4/26	Parry Shoemaker (E)	50% net	\$ 55.00
	Goldstone Deep Space Listening Fac.	2/8	Regina Rocha Tours (I)	\$45.00	\$60.00
	Golf	1/6 - 6/1	Emil Scodeller (E)	50% net	\$ 97.00
	Healthy Harmonica: Songs and Rhythms	4/2	David Broida (E)	40% gross	\$ 19.00
	Heritage Maker	4/3 - 4/27	Randeleigh Harris (I)	50% net	\$ 100.00
	How to Be Your Own Private Investigator	2/7	Jim Harriger (E)	50% net	\$ 39.00
	How to Make Gift Baskets for Fun & Profit	3/1	Michelle Bergquist (I)	50% net	\$ 129.00
	How to Manage Paper & Elec. Documents	2/2	Rounds, Miller & Assoc. (I)	50% net	\$ 39.00

(E) Employee
(I) Independent Contractor

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

EXHIBIT A
Page 3 of 4

PROGRAM	COURSE TITLE	DATES	PRESENTER	HONORARIA	FEE
	How to Sell on Ebay	4/7 - 4/21	Frances Greenspan (E)	50% net	\$ 65.00
	Hypnosis Certification	2/16 - 2/17	Balaji Nettimi (I)	50% net	\$599
	Instant Piano	3/8	Robert Laughlin (I)	50% net	\$ 45.00
	Intermediate. Guitar	1/14 - 4/28	Ron Gorman (E)	50% net	\$ 90.00
	Investing Retirement Portfolios for Profit	2/21 - 3/7	Gary E. Miller (I)	50% net	\$ 35.00
	Investment Strategies	4/7 - 4/21	Charlie Goffin (E)	50% net	\$ 39.00
	Islands of New England	1/29 - 8/15	Collette Vacation (I)	90% gross	\$1,999.00
	Julian	3/29	Regina Rocha Tours (I)	\$65.00	\$80.00
	Learn How I Turned \$4,000	4/20	Marshall Reddick (I)	50% net	\$ 49.00
	Los Angeles Historic City Hall	3/1	Regina Rocha Tours (I)	\$65.00	\$ 80.00
	Make Up 101	4/20	Christina Gaudy (E)	50% net	\$ 85.00
	Making a Fortune Purchasing Foreclosed	5/17	Marshall Reddick (I)	50% net	\$ 49.00
	Marriage Motivation II	1/23 - 2/6	Cheryl LaBarre (I)	50% net	\$ 59.00
	Mastering Your Money	1/29 - 2/5	Jalon O'Connell (E)	50% net	\$ 49.00
	Motorcycle Rider Training	Ongoing	Saddleback Rider Training (I)	95% gross	\$150 - \$235
	No Skills for Another Career or Job?	1/23	Mari Steffensmeier (E)	50% net	\$ 45.00
	Notary Loan Signing Specialist	2/24 - 4/6	James Cospier (I)	40% gross	\$ 70.00
	Notary Public	1/19 - 4/12	James Cospier (I)	40% gross	\$ 70.00
	Notary Public (Online)	Ongoing	California School of Notary (I)	50% gross	\$ 70.00
	On-Line Courses	Ongoing	Education To Go (I)	\$29-\$200 p.p.	\$89 - \$250
	PC Advanced Topics	3/29 - 3/30	Computrax (I)	50% net	\$ 95.00
	PC Boot Camp	1/19 - 2/3	Computrax (I)	50% net	\$ 250.00
	PC Boot Camp Access in Two Days	2/22 - 2/23	Computrax (I)	50% net	\$ 95.00
	PC Boot Camp Express	3/7 - 3/28	Computrax (I)	50% net	\$ 165.00
	PC Boot Camp More Photoshop Magic	5/10 - 5/11	Computrax (I)	50% net	\$ 95.00
	PC Boot Camp Photoshop Magic	2/9 - 4/18	Computrax (I)	50% net	\$ 95.00
	PC Boot Camp Spectacular PowerPoint	1/18	Computrax (I)	50% net	\$ 95.00
	Piano by Ear	3/8	Robert Laughlin (I)	50% net	\$ 45.00
	Picture Framing	2/9 - 2/16	Susan Unoura (I)	50% net	\$ 49.00
	Plein Aire Landscape Workshop	1/28 - 6/1	Alan Lugena (E)	50% net	\$85-\$95

(E) Employee

(I) Independent Contractor

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

EXHIBIT A
Page 4 of 4

PROGRAM	COURSE TITLE	DATES	PRESENTER	HONORARIA	FEE
	Portrait Watercolor Workshop	1/28 - 6/1	Alan Lugena (E)	50% net	\$ 95.00
	Power Entertaining	2/21	Farla Binder (I)	50% net	\$ 49.00
	Profiting with Fixer Uppers	1/20	Marshall Reddick (I)	50% net	\$ 49.00
	Real Estate Economic Forecast	3/6	Robert Kehiayan (I)	50% net	\$ 29.00
	Reflection of Italy	1/29 - 11/3	Collette Vacation (I)	90% gross	\$2,749.00
	Selecting Out of State Properties	3/15	Marshall Reddick (I)	50% net	\$ 49.00
	Self-Publishing for the Clueless	2/2	Rounds, Miller & Assoc. (I)	50% net	\$ 39.00
	Sell Inventions For Cash	1/26	Rounds, Miller & Assoc. (I)	50% net	\$ 39.00
	Six-Figure Speaking	1/26	Rounds, Miller & Assoc. (I)	50% net	\$ 39.00
	Special Effects and the Movies	2/9	Acting Express Productions (I)	50% net	\$ 59.00
	Speed Spanish	2/6 - 3/5	Dan Mikels (I)	50% net	\$ 59.00
	Stained Glass	1/19 - 4/26	Greg Atwood (I)	50% gross	\$ 120.00
	Start Med. Insurance Billing	4/26 - 4/27	Terry Rowen, Inc. (I)	50% net	\$ 55.00
	Start Your Own Business	2/25 - 3/24	Michelle Bergquist (I)	50% net	\$ 175.00
	Supervisor's Series	2/19 - 5/13	Irv Gamal (I)	50% net	\$149-299
	The Money Seminar	4/6	Marshall Reddick (I)	50% net	\$ 49.00
	The Secret Revealed	2/16	Charles Prosper (E)	50% net	\$ 37.00
	Top 15 Laws of Real Estate Investing	2/16 - 4/19	Stephen Dexter (I)	50% net	\$ 49.00
	Turn Music, Artwork Into 2nd Income	2/9	Belma Johnson (I)	50% net	\$ 39.00
	What Were You Born To Do?	2/24	Curtis Adney (E)	50% net	\$ 55.00
	Wine Classes	2/20 - 3/12	David Francisco (E)	50% net	\$ 85.00
	Winter in Yosemite	1/26 - 1/30	Loretta DuBois (I)	\$799 - \$1195	\$849 - \$1245

(E) Employee
(I) Independent Contractor

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

COURSE TITLE	DATES	INSTRUCTOR	HONORARIA	FEE
2-Day Film School	3/1-3/2	Dov Simens	50% gross	\$389
ABC 's of Stock Chart Analysis	1/22-5/19	Donald Jarrett	50% gross	\$59
Acupressure for All	2/1-5/1	Rod Krueckermeier	50% gross	\$59
Beauty Makeovers	1/19/08	Betty Netherly	50% gross	\$49
Bridge Classes	2/6-3/26	Larry Globus	50% gross	\$49-\$69
Business Classes	4/1-4/29	Jim Spitzer	50% gross	\$49
Business Classes	2/26-4/24	Thomas Jones	50% gross	\$209
Business Classes	4/5-4/19	Steve Brownson	50% gross	\$249
Business Management Classes	1/28, 2/23, 2/7, 3/31-4/28	Gene Konstant	50% gross	\$49-\$250
Business/Writing Classes	4/1-5/15	LeeAnne Krusemark	35% gross	\$25
Career Workshops	4/3/08	Brenda Arnold	50% gross	\$59
Career Workshops	2/2, 3/1, 4/5, 5/3	Sue McCullough	60% gross	\$59
College Admissions 101 for Parents	2/5, 4/28	Coleen Bryant	60% gross	\$39
College Planning	4/16/08	Jayne Ruane	65% gross	\$50
Computer Classes	1/19-3/8	Vazi Okhandiar	65% gross	\$99-\$600
Computer Classes	2/9-3/15	Steve Brownson	60% gross	\$199
Computer Classes	self-paced	Steve Brownson	50% gross	\$199
E-Bay Selling Classes	2/22-5/2	Carolyn Jacinto	50% gross	\$25-\$65
Financial Classes	2/6-4/2	Robert Gable	50% gross	\$49-\$59
Financial Classes	2/20-2/27	Jim Wigen	50% gross	\$49
Grant Writing	2/1-5/1	John Drew	60% gross	\$175
Guitar	1/26-5/3	Ronald Gorman	65% gross	\$95
Health Wellness Classes	1/22-5/17	Randy Snyder	60% gross	\$150-\$2,500
Health/Wellness Classes	3/17-5/7	Jackie Ovadia	50% gross	\$99
Internet and Web Certificate Classes	Self-Paced	Joyel Carlson	IVC gets \$300*pp	\$599-\$4,500
Internet and Web Classes	Self-Paced	Matthew Sanchez	IVC gets \$29-\$160 *pp	\$49-\$1,299
Internet Music Classes	1/19, 2/16, 3/15, 4/19, 5/17	Patrick Hardman	IVC gets \$39 *pp	\$39
Internet Web Classes	Self-Paced	Jim Kline	IVC gets 50% of course fees *pp	\$500-\$5,000
Intro. to Voice Over (Voice Acting)	2/15, 4/28	Andrea Langworthy	50% gross	\$49
Kundalini Yoga	2/26-4/15	Rupa Ward	50% gross	\$59
Language-German	2/20-4/23	Kohra Sae	50% gross	\$119
Language-Persian	2/5-4/8	Dr. Ahmad Alasti	50% gross	\$169
Language-Persian	2/19-4/22	Kohra Sae	50% gross	\$119
Notary Classes	1/5-5/17	Han (Merlina) Combs	40% gross	\$69
Personal Enrichment Classes	3/22, 4/12, 5/17	Brian and Jeff Haig	50% gross	\$49
Reading/Writing/Test Prep Classes	2/2-5/17	Ioan Sersea	50% gross	\$99
Real Estate Appraisal	2/1-5/1	Les Levitan	50% gross	\$60
Real Estate Classes	2/10/08	Marshall Reddick	35% gross	\$49-\$79
Retirement Planning	1/29-2/12 & 5/15-5/29	Andrew Gordon	IVC gets \$20 *pp, \$5 for spouse	\$49-\$54
Retirement Planning	2/5-4/17	Rod Kamps	50% gross	\$59
Safety Classes	1/26, 3/22, 5/17	Sabrina Bradley	65% gross	\$25-\$50
Screenwriting	1/24-4/4	Mark Sevi	50% gross	\$130
Self-Improvement Classes	1/29, 1/31, 2/26, 2/28, 3/25, 3/27	Mark Aguirre	50% gross	\$35
Social Dance Classes	1/17-5/15	Kaylaa Fox	60% gross	\$50-\$60
Special Event Planning	1/22-3/13	Josh Miller	50% gross	\$349
Tennis	2/4-5/21	Ivan Collas	50% gross	\$40-\$160
Tennis	2/1-5/20	Vincent Allegre	IVC gets 20% *pp	\$60-\$240
Theater/Performance	2/2-5/1	Robert Conrad	60% gross	\$59-\$99
Travel	Various Dates	Eliza McGinn	IVC gets 10% of each booking	\$500-\$4,500
Travel	Various Dates	Edward Williams	IVC gets \$50-\$200 per booking	\$500-\$4,500
Writing Classes	4/4-5/9	Paula Becker	50% gross	\$89-\$159

TO: Board of Trustees

FROM: Dr. Raghu P. Mathur, Chancellor

RE: ATEP: Change Order Request No. 7: Completion of Relocatable Classroom Buildings

ACTION: Approval

BACKGROUND

On March 27, 2006, the Board of Trustees approved a contract with Resun Leasing, Inc., later renamed ModSpace, for the completion of Relocatable Classroom Buildings at ATEP for the amount of \$3,292,302.84. Previously approved change orders increased the contract amount by \$98,314.25 for a revised total of \$3,390,617.09 and added 53 days to the contract completion time.

STATUS

EXHIBIT A describes the modifications to the contract with ModSpace contained in Change Order No. 7. The change order increases the present contract amount by \$725.00. The revised total contract amount is \$3,391,342.09 with 0 additional days added to the completion time.

The total change orders are at 3.01% of the original contract amount.

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

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve Change Order Request No. 7 for the Completion of Relocatable Classroom Buildings at ATEP, EXHIBIT A, increasing the amount of the contract with ModSpace by \$725.00.

CHANGE ORDER No. 7

October 22, 2007

EXHIBIT A

Page 1 of 1

**FOR
THE LAUNCH OF ATEP**

No.	Date	Description	Requested	Status	Days	Amount
	9/24/2007	Modify library counter supports	District	ATP	0	\$725.00
TOTAL THIS CHANGE ORDER					0	\$725.00

ORIGINAL CONTRACT & PRIOR BOARD APPROVED CHANGE ORDERS
REVISED CONTRACT

293	\$3,390,617.09
293	\$3,391,342.09

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

TO: Board of Trustees
FROM: Dr. Raghu P. Mathur, Chancellor
RE: ATEP: Amendment to the Agreement for Inspection Services
ACTION: Approval

BACKGROUND

On January 31, 2005, the Board of Trustees approved an agreement with UCMI, Inc. for Inspection of Record service for the ATEP Launching Project.

STATUS

EXHIBIT A is an amendment to the UCMI, Inc. agreement increasing the schedule for the services to now be completed by October 15, 2007. The original agreement dated February 1, 2005 was originally to be completed September 15, 2005.

Costs for this scope of work have already been incurred.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve an amendment to the agreement with UCMI, Inc. to increase the term of the agreement with a new completion date of October, 2007.

**AMENDMENT
TO INSPECTOR OF RECORD SERVICES AGREEMENT
FOR THE CONSTRUCTION OF THE
ADVANCED TECHNOLOGY EDUCATION PARK PROJECT (ATEP)**

OCTOBER 22, 2007

THIS AMENDMENT shall modify the original agreement dated February 1, 2005, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT," and UCMi INC., 47 Flint Ridge Avenue, Suite V, Ladera Ranch, California, 92694, hereinafter referred to as "CONSULTANT."

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

WHEREAS, Article 2, establishes the term of the agreement at seven (7) months from the date of the agreement; and

WHEREAS, the term expired on September 15, 2005; and

WHEREAS, the scope of services has been increased with an extension of schedule; and

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

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

1. To amend the original agreement by increasing the time starting September 15, 2005 to October 15, 2007.
2. Costs for this scope of work have already been incurred.

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

"DISTRICT"

South Orange County Community College District

"CONSULTANT"

UCMi Inc.

By: _____
Gary Poertner

By: _____

Title: Deputy Chancellor

Title: _____

Date: _____

Date: _____

TO: Board of Trustees
FROM: Dr. Raghu P. Mathur, Chancellor
RE: SOCCCD: Auction No. 53: Surplus Property
ACTION: Approval

BACKGROUND

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

STATUS

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

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the sale of surplus property, Auction No. 53, and authorize the Director of Facilities Planning and Purchasing to hire a private auction firm to conduct the auction, and to dispose of items not sold at the auction.

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
1	1995 FORD RANGER TRUCK	PKG. LOT	RANGER	3595
2	1991 FORD CROWN VICTORIA	PKG. LOT	SEDAN	891
3	1991 FORD CROWN VICTORIA	PKG. LOT	SEDAN	3745
4	1988 FORD WINDOW VAN	PKG. LOT	VAN	3622
5	ELECTRIC CART	PKG. LOT	E Z GO	3923
6	ELECTRIC CART	PKG. LOT	E Z GO	3938
7	ELECTRIC CART	PKG. LOT	E Z GO	6582
8	LOT-2 DELIVERY TRAILERS	PKG. LOT		
9	1-19 FOOT BOSTON WHALER BOAT	PKG. LOT		
10	GRASS MOWER - "HUSTLER"	PKG. LOT	#3400	6700
11	2-HP LASERJET PRINTER, 4-MONITORS,	A - 3	455DN	5030, 1682
	1-ULTRAK VIDEO MONITOR, 2-VIDEO		KM-12	
	RECORDERS JVC, 1-SONY MONITOR,		HR-S2902U	
	1-SONY VIDEO CASSETTE PLAYER,		SVP-5600	
	1-YAMAHA CD PLAYER, 1-VHS PLAYER		CD-X5U	
	JVC, 1 SONY DVD/CD CHANGER,		DVP-C660	
	1-UNIDEN SATELLITE RECEIVER,		UST 9900	
	1-MAGNAVOX VIDEO RECORDER,			
	1-SODIUM VAPOR LIGHT SYSTEM,			
	1-OPTIMUS STEREO CASSETTE DECK,		14-655	
	1-DURATRAK BROADCAST 90A,			
	1-COMTECH ANTENNA CONTROLLER,		EC8	
	1-DX SATELLITE RECEIVER, 1-PHILLIPS		DSA-656	
	CD CHANGER, 1-SMART SWITCH,		8H02-16	2290
	1-SHARP VHS RECORDER, 1-EPSON		XA-705	
	COLOR PRINTER, 2-IBM WHEELWRITER,			763
	2-IBM SELECTRIC TYPEWRITERS,			
	1-SONY BATTERY CHARGER, 1-SPELL			
	CORRECTOR TYPEWRITER,		SR-3000	
	11-SHARP LCD PROJECTORS,		XG-NV2U	394, 774, 3676, 963, 1782,
			PG-D120U	2219, 2080, 3011, 1655, 7155
	3-EPSON LCD PROJECTORS,		ELP-5000	2520
	1-PANASONIC PROJECTOR,		PT-L511U	
	1-IFOCUS LCD PROJECTOR,		580	
	2-PROXIMA DESKTOP PROJECTORS,		DP 6860	5515, 1399
	1-PHILLIPS LCD PROJECTOR,		LC 1041	5434
	1-ELECTROHOME PROJECTOR,			3233
	1-SONY VIDEO RECORDER,		DCRVX1000	
	1-HP NOTEBOOK COMPUTER,		5200 PD	
	1-KODAK DIGITAL CAMERA			
12	LOT-22 COMPUTER MONITORS,	A - 4		
	1-APPLE II CI, 1-APPLE POWER PC,		2510	
	6-KEYBOARD, 1-SONY VIDEO MONITOR		58	
13	LOT-12 COMPUTER MONITORS,	A - 5		
	LOT-6 MICRON COMPUTERS			987, 3156, 770, 5335, 5313,
				4081
	2-SHARP COPY MACHINES,		SF-7300	851, 854
	6-HP LASERJET PRINTERS,			2692, 1892, 2693, 753, 2195,
				1744,
	1-POWER MAC COMPUTER,		6100 / 66	4845

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
	LOT-6 MICRON COMPUTERS	A - 5		8058, 5711, 5744, 5830, 3151, 2149
	1-KROY LETTERING SYSTEM, LOT-3		190	
	KEYBOARDS, 1-APPLE LASERWRITER,		M 6000	
	1-APPLE II SI, 1-IBM WHEELWRITER		10	
	1-HP SCANJET, 1-HP OFFICEJET FAX		C7710 A	
14	LOT-12 COMPUTER MONITORS,	A-7		
15	"LOST & FOUND" ITEMS, LOT-30 BOXES	A-8		
	OF MISC. CLOTHING, BOOKS, BINDERS			
	WATCHES, CELLPHONES, JEWELRY,			
	CALCULATORS, CD'S, 2-BICYCLES,			
	1-I POD, HEADPHONES, WALLET,			
	ORGANIZERS, SHOES, WALKING CANE,			
	1-ELECT. KEYBOARD, 1-SKATEBOARD.			
16	1-MICRON COMPUTER, MISC. PARTS,	A - 9	1428	
	LOT-9 COMPUTER MONITORS.			
17	2-HP COLOR PRINTERS,	A - 10	4500/4550	994, 5159
	LOT-14 MICRON COMPUTERS,			5329, 1129, 1126, 1136, 5096,
				5255, 4134, 4109, 4110, 1132
				1125, 1127, 1134, 1135
	2-SUN MONITORS, 2-SUN COMPUTERS,			
	5-BOXES MISC STANDS			
18	LOT-88 DELL COMPUTERS,	A-11 / A-16		6327, 6336, 6417, 6457, 6458,
				6449, 6313, 6401, 6325, 6278,
				6461, 6303, 6270, 6306, 6486,
				6328, 6190, 6333, 6451, 6454,
				6478, 6309, 6329, 6462, 6321,
				6418, 6448, 6284, 6297, 6283,
				6340, 6150, 6285, 6928, 6151,
				6545, 6187, 6755, 7681, 7678,
				7879, 6476, 6511, 6495, 6491,
				6551, 6488, 6400, 6415, 6517,
				6645, 6498, 6642, 6334, 6004,
				7649, 6968, 7585, 7592, 6925,
				7593, 7583, 6929, 6916, 6510,
				6281, 6644, 6337, 6339, 6405,
				6463, 6492, 6335, 6420, 6320,
				6455, 6317, 6452, 6774, 7594,
				6858, 6896, 7685, 5429, 5425,
				5426
	1-ALADDIN SCANNER, 1-LOT MISC. MICE			
	AND KEYBOARDS, 2-EPSON SCANNER,		G810A	
	LOT-3 COMPUTER MONITORS, LOT-9			
	BOXES OF MISC. HARD DRIVES AND			
	COMPUTER PARTS & PWR. SUPPLIES,			
	1-HP SCANNER, 1-PUNCH STAPLER.			
19	2-IBM WHEELWRITERS, 1-HP PRINTER,	A - 12	6122	
	1-LAFAYETTE VHS ANALYZER,		895	
	2-BELL & HOWELL PROJECTORS,			2762, 2763
	1-LOT OF MISC. CABLES & TIMERS,			

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
	1-LOT OF MISC. KEYBOARDS& MICE, 1-NETPLIANCE MONITOR.		NP 1000	
20	LOT-4 MICRON COMPUTERS, 1-APPLE LASERWRITER II PRINTER, 3-SONY BETAMAX VCR,1-CALCULATOR 1-HP PRINTER, 2-APPLE COMPUTERS, LOT-1 MISC. KEYBOARDS, POWER SUPPLIES, MAGNETS,SPECTROMETER SWITCHES, METERS, DVD PLAYER, MISC. PARTS, 2-SHOP VACUUMS. 2-VHS PLAYERS, 1-PIONEER DVD 1-PANASONIC DVD PLAYER.	A - 12	VP-5020	5307, 1481, 1459, 5094 2809 3690, 3694, 2786
			TOSHIBA	
			JVC	
21	LOT-28 MICRON COMPUTERS	A-14 / A-15		5675, 5664, 5991, 5014, 8140, 8117, 5354, 1469, 1450, 8054, 1464, 1460, 1479, 1484, 1463, 1447, 1468, 1470, 1461, 1485, 1458, 1528, 1467, 1482, 1454, 2694, 1387, 2300
	2-DELL PWR. SERVERS,2-ADIC 1200G, 2-INFOCUS LITE PRO 550,1-HP PRINTER			939, 2357, 2365, 2366 1424, 1425, 2330
22	LOT-16 DELL COMPUTERS,	A - 17	PENT 4	6234, 7757, 7789, 7863, 7871, 7781, 7755, 7799, 7784, 7772, 7773, 7788, 7800, 7762, 7807, 7780,
	1-HP LASERJET PRINTER,4-MONITORS, LOT-3 MISC. KEYBOARDS & MICE, LOT-7 TOSHIBA COMPUTERS,		5000	6018 2865, 4161, 4167, 4162, 4166, 4163
	LOT-2 KIOSK PRINTERS,			7507
23	1-YAMAHA UPRIGHT PIANO	A-18		3101
24	LOT-18 DELL COMPUTERS,	B - 2	GX150 / 280	6125, 6277, 6196, 6286, 6092, 6437, 6765, 6767, 6833, 6856, 6855, 6921, 6888, 7825, 7821, 7823, 7829, 7826
	2-CLIENT PRO MICRON COMPUTERS, LOT-26 COMPUTER MONITORS, LOT-1 MISC. MOUNTING BRACKETS			8145, 8023
25	1-27" SONY TV, 5-27" PANASONIC TVS, 1-25" PANASONIC TV,1- 27"PHILLIPS TV 1-25" RCA LYCEUM TV,2-27" RCA TVS, 1-32" MITSUBISHI TV,1-24" KLH TV, 2-36" SHARP TVS, 1-32" SONY TV, 1-40" PIONEER TV, 1-PHILLIPS TV, 1-SHERWOOD RECEIVER, 3-SHARP VHS, 1-G.E. COLOR PROJECTOR,LOT-2 COMPUTER MONITORS, 1-INFOCUS PROJECTOR, 1-KARAOKE MACHINE, 1-PIONEER LASER DISK PLAYER, 4-PANASONIC VHS PLAYERS, 1-AIWA CASSETTE DECK,1-MAGNOVOX CD	B - 3	CT-2582VY JLR985DR CS-32309 36RS400 SD-P401 RA-1140 PSC8115 550 FLECO LD-V4200 AD-R40U CDB610	2847 3003 3693 2787

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
	PLAYER, 1-SONY TV TUNER,		ST-72TV	
	2-SAMSUNG DVD/VHS PLAYER,	B - 3	DVD-V3650	
	2-PIONEER SPEAKERS, 1-CALIFONE		MPC-PS500	
	TAPE DECK, 1-NASON VHS SYSTEM		3670AV-1	
26	LOT-17 COMPUTER MONITORS,	B - 4		
	LOT-13 MICRON COMPUTERS,			5226, 5698, 5695, 5697, 5693,
				5722, 5648, 5717, 5718, 5650,
				5705, 5748, 5725
	2-ALIGNMENT RECEIVERS, 1-SAMSUNG		761	
	CASH REGISTER, 1-IBM WHEELWRITER		ER-4915	
	TYPEWRITER, 5-HP LASERJET PRINTER		4M / 5M	1895, 98, 2074, 2736
	3-HP SCANNERS, 2-HP PRINTERS,		695C	
	1-HP DESKJET PRINTER, 2-MONITORS,		1600C	5824, 5592, 5129, 5016, 5101,
	7-MICRON COMPUTERS, 1-POWER			5679
	CONDITIONER, 1-HP PRINTER,		250CT	131
27	LOT-62 MICRON COMPUTERS,			3301, 5566, 5570, 5561, 5908,
				5712, 5599, 5549, 8108, 5642,
				5990, 5674, 8104, 8299, 5651,
				5577, 5575, 5596, 5551, 5583,
				5320, 8109, 8059, 8105, 5581,
				5595, 5553, 5550, 5558, 5277,
				5576, 8052, 5590, 5574, 5562,
				5554, 5579, 5572, 5548, 5578,
				5563, 5589, 5552, 5556, 5565,
				5597, 5567, 5588, 8110, 5557,
				5593, 5586, 5560, 5584, 5547,
				5600, 5598, 1743, 5518, 3059,
				3018, 2533
	1-MICRON LAPTOP COMPUTER		N950	5634
28	2-27" PANASONIC TVS, 1-26"G.E. TV,	B - 5	CT-27G7DF	
	1-27" SANYO TV, 2-27" G.E. TVS,		AVM2507	
	1-36" MITSUBISHI TV, 1-26"DAEWOO TV		CS-36309	2785
	2-27" PANASONIC TVS, 1-27" NEC TV,		CT-27011E	
	1-26" PANASONIC TV, 1-30"SANYO TV,		CT-2582VY	
	1-24" PANASONIC TV		CT-2580VY	
29	1-CONDUIT LOCATOR, 1-GROUND FAULT	B - 6	4400	1339
	LOCATOR, 1-INSULATION TESTER, 1-JET		200H	
	LINE WIRE VACUUM, LOT-6 BOXES OF		1261	
	MISC. CABLES & KEYBOARDS & MICE,			
	1-COMPUTER MONITOR, 1-TASCAM		122	
	CASSETTE DECK, 1-SPECTROMETER,		620	
	2-ALTEC EQUALIZERS, 1-FEEDBACK		9860A	
	SUPPRESSOR, 1-WEIGHING SCALE,		560	
	1-GEN. INSTRUMENT DEMODULATOR,		DM-283A	
	1-SONY ELECTRONIC VIEW FINDER,		DXF-50	
	2-PACIFIC RADIO MIXERS, 1-TRIPOD,			
	1-APPLE LASER WRITER, 1-HP PRINTER		300	2511
	1-HP SCANJET SCANNER, 1-BATES		C6270	
	ELECTRONIC STAPLER, 1-BROTHER		32-20ST	
	FAX MACHINE, 1-COMPUTER MONITOR,		1270	

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
	2-RADIO MIXERS, LOT-2 BOXES OF MISC.CABLES & MICE SPEAKERS & KEYBOARDS, 2-SONY LOT-6 LINKSYS DUAL BAND WIRELESS ACCESS POINTS, 1-HP SCANNER, 1-PANASONIC VHS STEREO, 1-TOSHIBA PROTÉGÉ	B - 6	SLV-998HF WAP-51AB C6260A PV-V4601 T3400CT	3040, 3052 3032
30	LOT-37 MAC COMPUTERS, 3-MICRON COMPUTERS, LOT-12 HP PRINTERS, 1-GCC RO8 PRINTER/FAX MACHINE, 1-POWER MAC COMPUTER	B-7 / B-10		2442, 454, 452, 596, 440, 449, 460, 438, 442, 456, 599, 601, 184, 594, 598, 589, 595, 600, 604, 593, 590, 591, 447, 461, 597, 602, 461, 435, 592, 5217, 430, 603, 1958, 1228, 1227 5756, 8058, 2234 3184, 1875, 2498, 98, 825, 3180, 1044, 1362, 2420, 2736, 1895, 3244 1940 2442
31	LOT-8 MICRON MONITORS, LOT-11 DELL MONITORS, LOT-14 DELL COMPUTERS, 1-DELL POWER SERVER, LOT-3 PANASONIC VCR, LOT-3 SONY MONITORS, 14-BOXES MISC. CABLES & PARTS & MISC. KEYBOARDS & MICE, 2-SONY EDIT STATIONS, 1-JVC VCR, 1-PC POWER SUPPLY, 1-ROUTER 1-ETHERHUB, 1-DOCUMENT SCANNER, 1-MICRON PENT 11 CPU, 3-HP PRINTER 1-PICTURETEL CPU, 1-YAMAHA AMP, 1-SONY TUNER, 1-FUJITSU SCANNER, 1-SCANTRON GRADING MACHINE, 1-BATES STAPLER, 1-OKIDATA PRINTER 1-OKIDATA PRINTER LOT-8 MICRON COMPUTERS & MICE & KEYBOARDS, LOT-8 MONITORS.	B - 8	PENT 3 / 4 RISC3000E ACCTON 16 2000 M4097D 8400 32-20ST 4W	6616, 6120, 6163, 6185, 6257, 6162, 6246, 6174, 6141, 6089, 6438, 6180, 6146, 6754 3882 4435, 4436 5128, 5125, 5085, 5137, 5118, 5132, 5097, 5117
32	LOT-29 MICRON COMPUTERS LOT-5 BOXES MISC. CABLES & DISCS, 3-MICRON COMPUTERS, 1-CD DRIVE, 1-48X MAX COMPUTER, 1-APPLE PWR. MAC COMPUTER, 1-HP COMPUTER, 1-APPLE PWR. MAC COMPUTER, LOT-6 COMPUTER MONITORS. LOT-2	B - 9		2236, 2238, 2225, 2221, 2224, 2222, 2231, 1434, 2243, 2246, 2248, 2250, 2232, 2244, 1816, 2198, 934, 1348, 2041, 2046, 428, 3159, 8081, 8112, 8151, 8125, 8172, 5817, 8046 3439, 1906, 969 3088 6500/250 8100/100AV

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
	ROLAND TEACHING LAB SYSTEMS,		TZ-16	2617, 2618
	1-PANASONIC OMNIVISION II, 1-DENON	B - 9		
	TAPE RECORDER/AMP, 1-JVC STEREO		5540	
	RECEIVER, 1-ONKYO STEREO,		800X	
	1-PANASONIC VIDEO CAMERA & CASE		WV-3100	
	2-TEAC TAPE DECKS, 2-PANASONIC			
	TYPEWRITERS, 2-HARMON SPEAKERS		KX-E708	
	1-SHARP VHS PLAYER, 1-IBM SELCTRIC		VC-H986U	
	TYPEWRITER, 2-SONY CASS. DECKS,		TC-WE425	
	LOT-5 SONY CD PLAYERS, 2-STUDER		CDP	
	CD PLAYERS, 3-YAMAHA CASS. DECKS		A725/727	
	LOT-3 YAMAHA CD PLAYERS, 1-SONY		CD-X5U	
	VHS RECORDER, 2- G.E. SPEAKERS,		SVO-1250	
	1-PANASONIC VCR, 1-G.E. VCR, 1-SONY		VG-4261	
	VCR.		SLV-678HF	
33	LOT-10 COMPUTER MONITORS, 2-SONY	B - 10		
	VIDEO MONITORS, 1-MICRON PC, LOT-11			5818
	COMPUTER MONITORS, 1-POWER			
	CONDITIONER, 1-HP PRINTER,		24825	131
	LOT-6 MICRON COMPUTERS			5824, 5592, 5129, 5016, 5101
				5679,
34	LOT-35 MICRON COMPUTERS,	B - 11		8062, 8036, 5296, 8106, 8137,
				8102, 8130, 8133, 5825, 5262,
				5109, 5832, 5244, 5235, 227,
				3199, 1989, 5298, 8150, 2442,
				8040, 5456, 5555, 3199, 459,
				1869, 2234, 981, 5669, 5756,
				3035, 3060, 5714, 227
				6922, 7820, 7615, 7817
	1-MAC COMPUTER, 4-DELL COMPUTER			
	LOT-13 COMPUTER MONITORS, LOT-4			
	BOXES OF MISC. CABLES & MICE &			
	KEYBOARDS & PC SUPPLIES			
35	LOT-12 APPLE COMPUTER MONITORS,	B - 12		
	LOT-1 MISC. DISC DRIVES & METERS,			
	LOT-16 MICRON COMPUTERS,			5939, 5937, 3801, 8203, 5930,
				5973, 8204, 8202, 3798, 7573,
				5854, 3754, 5904,
				8250
	LOT-2 SERVERS, LOT-11 MONITORS,			
	LOT-2 HP PRINTERS, 1-XEROX PRINTER		C3917A	3432, 3433
	LOT-4 MICRON LAPTOP COMPUTERS,		N870	3844
	1-DELL LAPTOP, LOT-3 MONITORS,		PP01L	
	LOT-7 HP PRINTERS, LOT-10 MICRON			8041, 5905, 8134, 8121, 5826,
	COMPUTERS, 1-NOTIFIER, 1-BROTHER			8166, 8099, 8113, 2164, 8103
	INTELLIFAX, LOT-2 HP PRINTERS			2196
36	LOT-24 DELL OPTIPLAX COMPUTERS,	B - 14	GX PENT 3	6275, 6193, 6263, 6338, 6244,
				6271, 6294, 6098, 6145, 6241,
				6330, 6287, 6264, 6094, 6519,
				6259, 6189, 6135, 6096, 6469,
				6788, 6747, 6711, 3217
	LOT-2 DELL INSPIRON COMPUTERS,			7259, 6023, 6042, 6052, 6053,
	LOT-15 MACINTOSH COMPUTERS			6054, 6030, 6871, 6029, 6063,

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
	LOT-27 DELL COMPUTERS,			4539, 6038, 6044, 6065, 4437 6233, 6170, 6172, 6148, 6273, 6164, 6528, 6100, 6136, 6248, 6403, 6224, 6134, 6444, 6539, 6641, 6258, 6140, 6093, 6206, 6319, 6459, 6580, 6153, 6471, 6521, 6775
	LOT-12 MICRON COMPUTERS,			7232, 4610, 4669, 4626, 4201, 4664, 4439, 4553, 4973, 2912, 2863
	LOT-2 MACINTOSH COMPUTERS,		G4	6064, 6032
	LOT-3 SHARP VCR, 2-PIONEER LASER DISC PLAYERS, 1-SONY VTR, LOT - 4 MONITORS, 3-HP PRINTERS, 1-BROTHER FAX MACHINE, 3 BOXES OF POWER SUPPLIES & PARTS, 2-PANASONIC TYPEWRITERS & 1-VCR, 2-ADCARTS, 1-SHARP DATA PROJECTOR		LD-V4200 1270 XG-NV1U	
37	LOT-57 MICRON COMPUTERS	B - 15		1526, 1432, 5585, 2039, 2350, 1742, 1893, 5813, 216, 1452, 2134, 2136, 2162, 1386, 1455, 2351, 5328, 2056, 1518, 1456, 2033, 5338, 1807, 5018, 2160, 1821, 1462, 2193, 2152, 2126, 2040, 1352, 1866, 2299, 1429, 1513, 5345, 1529, 1483, 2733, 820, 2173, 5369, 5367, 2227, 5383, 2457, 5368, 5293, 1748, 8123, 5834, 5843
	1-DELL COMPUTER, 1-SCSI TOWER, LOT-17 MONITORS, 1 ATX CASE, 1-HP DVD TOWER, 1-HP PRINTER			7532, 1521 2748, 817
38	LOT-56 DELL COMPUTERS	B - 16	PENT 3 / 4	6314, 6484, 6218, 6445, 6796, 6777, 6776, 6789, 6780, 6715, 6762, 6790, 6786, 6792, 6784, 6791, 6815, 6761, 6683, 6746, 6714, 6785, 6763, 6766, 6772, 6757, 7657, 7659, 6404, 6388, 6787, 6783, 6693, 6157, 6379, 6489, 6410, 6500, 6166, 6221, 6515, 6176, 6265, 6243, 6090, 6255, 6003, 6425, 6251, 6447, 6085, 6323, 6212, 6540, 6485, 6095
	1-GENERIC CLONE COMPUTER, LOT-5 MICRON LAPTOP COMPUTERS, 1-HP LASERJET PRINTER, 1-OMEGA CD RW DRIVE, 1-HP COMPUTER, 1-HP SCANJET, 1-BROTHER FAX MACH. 1-13" AVENTURA TV-VCR, 1-NEC DATA		TREK 2 5SIMX 1270E AC1331	7233 4477, 4478, 4482, 4479 4560

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
	PROJECTOR,4-MONITORS,2-BX PARTS			
39	LOT-56 DELL GX COMPUTERS	B - 16	PENT 3 / 4	6286, 6277, 6437, 6092, 6125, 6196, 6782, 7620, 7619, 7606, 6922, 7615, 6927, 7611, 6921, 7605, 7591, 7667, 6833, 6931, 6939, 7598, 7612, 7596, 6938, 6937, 6888, 6923, 6920, 7616, 7617, 7601, 7587, 7590, 7614, 6918, 7602, 6933, 7599, 7595, 6917, 6924, 6915, 6913, 7600, 7588, 6914, 6912, 7604, 6926, 7607, 6930, 7586, 6936, 7613
	3-DELL MONITORS, 1-3M PROJECTOR,		9200	
	2-HP PRINTERS, 1-SYSTEM BOARD,		4	4191
	1-MICRON COMPUTER		PENT 2	
40	LOT-34 COMPUTER MONITORS,	B - 17		
	1-DRY MOUNT SEAL MASTER MACH.		360 M	762
41	1-CROSS CUT SHREDDING MACHINE,	WH - 2		8097
	1-SONY TRINITRON 35" TV AND CART,		KV-35S40	3864
	1-SPECTROPHOTOMETER,			6556
	1-CLASSROOM WHITE BOARD,			
	LOT-6 MICRON COMPUTERS, LOT-15			3540, 1465, 5831, 8048, 8165,
	AV CARTS, LOT-1 ROLLING TABLE			1358
	LOT-2 DELL COMPUTERS,		1300	2374, 2348
	1-CLONE CPU,1-KAPOK LAPTOP,			2124
	1 - BODY STRETCHER			11004
42	2-WAXIE FLOOR BUFFER, 1-COOK	WH - O		3631, 5508, 3633
	FLOOR BUFFER, 2-ADVANCE CARPET			3628
	CLEANERS, LOT-1 MISC. COMPUTER			
	SUPPLIES & PARTS, LOT-205 MISC.			
	CHAIRS, 1-CANNON PRINTER, 1-XEROX			48
	COPIER, LOT-38 MISC. FILE CABINETS,			
	2-VERSA EXERCISE CLIMBERS, LOT-17			8003, 6000
	WOODEN DESKS, LOT-2 WOODEN			
	SHELVES, LOT-1 METAL SHELVE,			
	1-ABSOCOLD REFRIGERATOR, LOT-9			
	LOT-9 METAL DESKS, LOT-3 WOODEN			
	CABINETS, LOT-6 WATER COOLERS,			
	1-PING PONG TABLE, LOT-6 METAL			
	CABINETS, 1-STAIR STEPPER, LOT-4		THANE	
	TREADMILLS, 1-FRESH WATER TANK,			698, 700, 701
	LOT-16 WOODEN TABLES, 1-BALDOR			
	MONOXIVENT, 1-STATIONARY BIKE,		PRO-TEC	
	LOT-3 METAL DELIVERY CARTS, LOT-1			
	POWEPLUS WEIGHT MACHINE, LOT-1			4383
	SAMSUNG MICROWAVE, LOT-1 PALLET			
	JACK, LOT-3 PLT. MISC. SCIENCE PARTS			
	AND METERS, 1-COUCH, 1-PAPER			GBC-1130S
	SHREDDER, 1-ROLLING WOODEN			
	CHALKBOARD, 1-REFRIGERATOR,		G.E.	

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
	1-LOT GARDENING SUPPLIES & PARTS			
	1-BLODGETT OVEN, 1-IBM CABINET,			626
	4-METAL STORAGE FILE CABINETS,	WH - O		
	1-RICOH COPIER, LOT-1 PLT. PARKING		FT-4015	2000
	METERS, 2-WEIGHT TRAINING MACH.,			
	4-OIL DRAIN STANDS, 2-WOOD DISPLAY			
	CABINETS, 1-KILN, LOT-1 PALLET OF			
	SCIENCE PARTS & METERS & SWITCH			
	ASSEMBLIES & KEYBOARDS, LOT-2			
	AMPLIFIERS, LOT-2 OSCILLATORS,		DAMON	
	LOT-6 SPECTOMETER, LOT-2 SHOP			
	VACUUMS, LOT-5 ELECTROMAGNETIC		CENCO	
	POLES, LOT-6 PHYSIOGRAPHS, LOT-1			2660
	ACCUSTAT, 1-ELECTRON MICROSCOPE			1660, 1662
	LOT-2 MAGNETIC STIRRER, 1-SATURN		BELLSTIR	
	3 HEART MONITOR, 1-TEMP. BLOCK,			
	LOT-1 PLT. OF MISC. SCIENCE PARTS			
	BALANCES & TIMERS & GLASSWARE&			
	TUBE RACKS & FILTERS & MASKS,			
	LOT-6 SANITAIRE UPRIGHT VACUUMS,			
	LOT-2 NSS PACER VACUUMS, LOT-6		115UE	
	HOOVER BACKPACK VACUUMS, LOT-1			
	TASK MASTER EXTRACTOR, LOT 8			
	WINDSOR VERSAMATIC VACUUMS,			
	1-WINDSOR GROUT HOG, 1-HEATER,			
	1-NSS WRANGLER AUTO SCRUBBER,		33	
	LOT-5 MOBLES UPRIGHT VACUUMS,			
	1-10 GALLON WET/DRY VACUUM, LOT-1			
	COMPUTER MONITOR & KEYBOARD,			
	LOT-2 METAL LADDERS, 1 METAL			
	CART, LOT-4 CLEANING WANDS,			
	1-INDUSTRIAL ROBOT, 1-CAROLINA			4695
	TOOL BAND SAW, 1-DUNN EDWARDS			271
	PRESSURE WASHER, 2-SHARP COPY		3500	871
	MACHINES, LOT-1 FOUR STATION		SF73000	851, 854
	WEIGHT TRAINING MACH., 1-HUNTER			3618
	WHEEL ALIGNMENT MACHINE, LOT-3		G111	254
	PINNACLE REFRIGERANT RECOVERY			839, 842, 843
	UNITS, 1- PRESSURE WASHER, LOT-1		541S	281
	MECHANICS DOLLY			

TO: Board of Trustees
FROM: Dr. Raghu P. Mathur, Chancellor
RE: SOCCCD: September/October 2007 Contracts
ACTION: Ratification

BACKGROUND

On January 16, 2007, the board authorized the Chancellor/designee to approve individual business contracts up to a maximum limit of \$100,000, with the following exceptions: 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 September/October 2007, 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**

Tree Smith Enterprises, Inc. Agreement for grounds cleanup at the Advanced Technology and Education Park.	\$ 45,000.00
Maximus Professional Consulting Services Agreement to assist the District in the State mandate cost reimbursement claims process.	\$ 20,275.00
Systemation Consultant Agreement to provide a project management workshop.	\$ 10,800.00
Yosemite Community College District Instructional Agreement to provide the college to assist in enrolling students in courses to obtain a new or renew a currently Child Development Permit.	\$ 10,000.00
First Class Vending, Inc. Vending Service Agreement to grant exclusive right to distribute non-alcoholic beverages, confections and other food products at ATEP.	\$ 1,000.00
Oso Family Medical Group/Oso Urgent Care Health Sciences/Human Services Student Program agreement to provide clinical/internship experience for students.	\$ 0

St. Joseph Hospital of Orange Clinical Training Affiliation Agreement to provide clinical/ internship experience for students.	\$	0
South Coast Medical Center Health Sciences/Human Services student Program Agreement to provide clinical/internship experience for students.	\$	0
Mariposa Women and Family Center Health Sciences/Human Services Student Program Agreement to provide clinical/internship experience for students.	\$	0
Village of Hope Health Sciences/Human Services Student Program agreement to provide clinical/internship experience for students.	\$	0

RECOMMENDATION

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

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 P08-01473 through P08-01855 amounting to \$1,880,486.36 are submitted to the Board of Trustees for approval. Confirming requisitions dated September 5, 2007 through October 2, 2007 totaling \$2,331,132.09 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 P08-01473 Through P08-01855

PO #	Vendor Name	Purchase Order Description	Total Cost
P08-01473	INSIGHT MEDIA	DVDS FOR NURSING PROGRAM	\$1,111.72
P08-01474	DELL MARKETING	Printer Cartridges	\$89.39
P08-01475	UC REGENTS	BOOKS FOR N172	\$186.61
P08-01476	ACHRO/AAO	ACHRO/EEO Inst. Mbrship.	\$200.00
P08-01477	CROWN VALLEY MARKETPLACE	Groceries for Foods Lab.	\$1,500.00
P08-01478	HIGH DESERT HUNT CLUB	TRUNK VAULTS FOR POLICE VEHICLES	\$2,911.46
P08-01479	SCHOOL NEWS ROLL CALL	Purchase of ads for School News Roll Cal	\$263.00
P08-01480	SCHOOL NEWS ROLL CALL	Purchase of ads for School News Roll Cal	\$263.00
P08-01481	PACIFIC PARKING SYSTEMS, INC.	REPLACEMENT PERMIT MACHINE LOT 3	\$9,873.68
P08-01482	CLARK SECURITY PRODUCTS	computer locks	\$662.92
P08-01483	MERCK AND CO., INC.	VACCINE FOR STUDENTS	\$689.89
P08-01484	COMPREHENSIVE VIDEO SUPPLY	AV Cables	\$1,393.34
P08-01485	LIFETIME MEMORY PRODUCTS, INC.	Flash Drive	\$36.29
P08-01486	GANDER-PRINTCO	Student Responsibilities form	\$185.33
P08-01487	SEHI PROCOMP COMPUTER PRODUCTS	Various Desktop Components	\$1,677.34
P08-01488	PIP PRINTING	Printing Ventura Work packet	\$923.94
P08-01489	AMAZON.COM	Book for Joey Sellers	\$51.72
P08-01490	COMPUTERLAND CORPORATE OFFICE	CS3 4.0 License-Lenny S.	\$325.41
P08-01491	DELL MARKETING	Tech equipment - server	\$1,022.55
P08-01492	DANKA	H-1 Staples for Canon 105 copier	\$931.50
P08-01493	COMMUNITY COLLEGE LEAGUE OF CA	Online database renewal.	\$863.70
P08-01494	LAKE FOREST BEAUTY COLLEGE	P.O. needed to pay for off campus instru	\$135,000.00
P08-01495	ROGER DUNN GOLF SHOPS	GOLF	\$951.40
P08-01496	WORLD FUTURE SOCIETY	FUTURIST MAGAZINE	\$49.00
P08-01497	ALBERT, JAMES SCHOOL OF COSMET	P.O. needed to pay for Cosmo instruction	\$154,550.00
P08-01498	OC HIGH SCHOOL OF THE ARTS	Purchase of ads for OC high School of th	\$786.25
P08-01499	GOENGINEER	ENGINEERING SOFTWARE	\$3,037.00
P08-01500	QUINN RENTAL SERVICES	LIFT	\$913.56
P08-01501	UNIQUE MANAGEMENT SERVICES, INC	Book Collection Service	\$189.05
P08-01502	SOCCER CENTER	WOMEN'S SOCCER TEAM CLOTHING APPAREL	\$269.40
P08-01503	AMER. GEOTECHNICAL	PROVIDE GEOTECH OBSERVATION DURING CONST	\$435.00
P08-01504	EAGLE COMMUNICATIONS	Call Box Equipment	\$3,077.40
P08-01505	RP GROUP	Annual institional membership fee for RP	\$350.00
P08-01506	DELL MARKETING	SUPPLIES	\$80.81
P08-01507	CHARCOAL MASTER INT'L, INC.	Serviced Water Cooler	\$75.00
P08-01508	BIRCH, STEPHEN AQUARIUM/MUSEUM	PO for self guided tour or Birch Aquariu	\$785.00
P08-01509	GANDER-PRINTCO	Business Cards	\$49.57
P08-01510	S & B FOODS	Food Vouchers for CARE students	\$2,000.00
P08-01511	SCANTRON CORPORATION	Software Maintenance Renewal for ParSyst	\$1,276.24
P08-01512	VIDEOMAKER MAGAZINE	Trade magazine subscription	\$10.00
P08-01513	CAAHEP	Institutional Fee for Paramedic/EMT	\$450.00
P08-01514	SMARDAN SUPPLY - EL MONTE	SHOWER/EYEWASH	\$593.16
P08-01515	AMER. GEOTECHNICAL	ENGINEERING SERVICES DURING CONSTRUCTION	\$5,280.80
P08-01516	MOUSER ELECTRONICS	ELECTRONIC SUPPLIES	\$46.06
P08-01517	L & N UNIFORM SUPPLY	LAB COATS	\$88.51
P08-01518	DELL MARKETING	Laptop Computer	\$1,371.66
P08-01519	HARMONY BUSINESS SUPPLIES	LATEX GLOVES	\$65.92
P08-01520	HOME DEPOT	Blanket PO for misc. supplies	\$500.00
P08-01521	CLARK SECURITY PRODUCTS	Locks	\$157.86
P08-01522	ALL ELECTRONICS CORP.	ELECTRONIC SUPPLIES	\$92.80
P08-01523	TOMARK SPORTS EQUIPMENT	Softball supplies	\$218.50
P08-01524	NEXUS IS INC.	Supplies	\$75.70
P08-01525	ATI	ATI TESTING	\$9,515.00
P08-01526	SCANTRON CORPORATION	Software Maintentance Agreement - Class	\$6,100.60
P08-01527	SOCCCD PROP/LIABILITY TRUST	Reimburse SOCCCD Checking	\$125,000.00

BOARD OF TRUSTEES PURCHASE ORDER LISTING

v4.2

Purchase Order Numbers P08-01473 Through P08-01855

PO #	Vendor Name	Purchase Order Description	Total Cost
P08-01528	BIO-RAD LABORATORIES, INC.	DIVERSITY OF LIFE SUPPLIES	\$1,234.95
P08-01529	DELL MARKETING	Tech Refresh - Server	\$14,919.07
P08-01530	AMAZON.COM	Instructional Supplies- Read.Lab.	\$382.14
P08-01531	CHEMILIZER PRODUCTS, INC.	IRRIGATION SUPPLIES	\$127.85
P08-01532	KIRK XPEDX	Paper to make copies	\$398.80
P08-01533	WARD'S NATURAL SCIENCE	BIOLOGY SUPPLIES	\$76.08
P08-01534	ORION TELESCOPES & BINOCULARS	ASTRONOMY LAB SUPPLIES	\$586.63
P08-01535	SARGENT-WELCH	GEOLOGY SUPPLIES	\$97.43
P08-01536	RIO GRANDE ALBUQUERQUE	ART SUPPLIES	\$1,572.22
P08-01537	AARDVARK CLAY AND SUPPLIES	ART SUPPLIES	\$1,030.09
P08-01538	SMITH, DANIEL INC.	ART SUPPLIES	\$1,554.53
P08-01539	AMAZON.COM	Dictionaries for Humanities Ctr	\$139.39
P08-01540	DRS. FOSTER & SMITH	BIOLOGY SUPPLIES	\$53.45
P08-01541	FRED'S COLORTILE	ROOM A-126 CARPET	\$885.70
P08-01542	IMAGE PRINTING SOLUTIONS	Name Tag for staff	\$14.01
P08-01543	MC KESSON GENERAL MEDICAL	medical supplies	\$243.16
P08-01544	ORCHID CLEANERS	Supplies	\$500.00
P08-01545	CAL STATE UNIV LONG BEACH	Supplies	\$500.00
P08-01546	WESTERN COSTUME CO.	Supplies	\$500.00
P08-01547	PASCO SCIENTIFIC	PHYSICS SUPPLIES	\$74.65
P08-01548	MIDWEST TONGS	SNAKE TONGS	\$193.07
P08-01549	RICHARD THE THREAD EMPIRE TAPE	Materials and supplies	\$1,000.00
P08-01550	FRENCH, SAMUEL INC.	Royalty Fees Pay in Advance	\$275.00
P08-01551	LAB SAFETY SUPPLY CO.	ELECTRICAL SUPPLIES	\$779.03
P08-01552	FERGUSON ENTERPRISES, INC.	ELECTRICAL SUPPLIES	\$1,443.87
P08-01553	RACK DEPOT, INC.	PALLET RACKING FOR COX BLDG.	\$2,302.78
P08-01554	STERLING ARTS SUPPLY	Blanket Purchase Order	\$400.00
P08-01555	BLUE SEAL DRAPERY & BLINDS	DRAPES FOR GREEN ROOM AND COSTUME SHOPS	\$5,900.00
P08-01556	IBM	Data Warehouse Cluster Server	\$23,608.02
P08-01557	OC REGISTER	ADVERTISING	\$2,716.08
P08-01558	OC REGISTER	ADVERTISING	\$758.40
P08-01559	SYSTEMS SOURCE, INC.	Dual-Monitor Arm Brackets	\$603.40
P08-01560	AXOSOFT	OnTime Additional Licenses and Renewal	\$3,390.11
P08-01561	OC BUSINESS COUNCIL	Consultant, Wallace Walrod	\$10,000.00
P08-01562	MESA ENERGY SYSTEMS, INC.	EMS CONTROLLER FOR BLDG OUTDOOR LIGHTING	\$9,323.00
P08-01563	EBSCO SUBSCRIPTION SERVICE	Annual periodical subscription Per Tom W	\$30,165.08
P08-01564	HOTSY EQUIPMENT CO.	AUTOMOTIVE EQUIPMENT	\$4,448.79
P08-01565	OC REGISTER	Renewal of subscription for OC Register.	\$237.04
P08-01566	CHRONICLE OF HIGHER EDUCATION	Subscription renewal for Chronicle of Hi	\$82.50
P08-01567	ROJAS, BERTA	Contract Services	\$1,752.60
P08-01568	AGILYSYS	License/Maint for SAN Storage Back-up	\$4,836.33
P08-01569	SYSTEMS SOURCE, INC.	INSTRUCTOR CHAIR	\$420.23
P08-01570	AGILYSYS	IBM Hardware for Exchange Project	\$145,747.81
P08-01571	EBSCO SUBSCRIPTION SERVICE	Annual Subscription Renewal.	\$29,717.12
P08-01572	COLE-PARMER INSTRUMENT	GEOLOGY SUPPLIES	\$190.23
P08-01573	OC BUSINESS COUNCIL	Tracy Daly to attend one day seminar on	\$90.00
P08-01574	COMMITTEE ON ACCREDITATION OF	Annual Accreditation Fee for 2007-2008	\$950.00
P08-01575	ENCO MANUFACTURING CO.	AUTOMOTIVE SUPPLIES	\$770.90
P08-01576	RR SYSTEMS, INC.	EVALUATE FURNITURE REQUIREMENTS OF BGS B	\$22,800.00
P08-01577	STEDMAN COMPUTER SYSTEMS	Visual Studio Pro Licensing	\$11,449.52
P08-01578	LIFETIME MEMORY PRODUCTS, INC.	External Drives for Imaging	\$692.76
P08-01579	SMITH, DANIEL INC.	ART SUPPLIES	\$1,545.02
P08-01580	COMPUTERLAND CORPORATE OFFICE	ADOBE LICENSES	\$165.94
P08-01581	SETON	Prop ID Tags for internal IT use	\$456.59
P08-01582	COMPUTERLAND CORPORATE OFFICE	ADOBE UPGRADE PLAN RENEWAL	\$56.03

BOARD OF TRUSTEES PURCHASE ORDER LISTING

v4.2

Purchase Order Numbers P08-01473 Through P08-01855

PO #	Vendor Name	Purchase Order Description	Total Cost
P08-01583	COMMITTEE ON ACCREDITATION OF	Evaluation Fee for PM Accreditation	\$500.00
P08-01584	AGILYSYS	SAN Upgrade Technical Services	\$3,950.00
P08-01585	HOME DEPOT	Student art supplies	\$100.00
P08-01586	BLICK, DICK COMPANY	ART SUPPLIES	\$114.73
P08-01587	S & B FOODS	DLC MEETING	\$183.18
P08-01588	GANDER-PRINTCO	Business cards for T. Do	\$49.57
P08-01589	OC REGISTER	Special OC Register Post-It Note adverti	\$13,826.00
P08-01590	PERFECT 10 DISTRIBUTING, INC.	ELECTRICAL SUPPLIES	\$220.71
P08-01591	OC BUSINESS JOURNAL	OCBJ ADS to promote the college	\$1,400.00
P08-01592	PEARL ART & CRAFT SUPPLIES	FASHION SUPPLIES	\$240.45
P08-01593	COMMUNITY COLLEGE LEAGUE OF CA	Library electronic databases per Tom Wei	\$55,566.16
P08-01594	RICHARD THE THREAD EMPIRE TAPE	FASHION EQUIPMENT	\$9,276.90
P08-01595	BORDERS & BOOKS	Instructional software book.	\$37.69
P08-01596	CAROLINA BIOLOGICAL SUPPLY	PLASTIC SKELETON	\$3,031.65
P08-01597	CPP, INC.	CPP, College Profile User's Guide	\$35.63
P08-01598	B & M LAWN & GARDEN, INC.	GROUNDWORKS EQUIPMENT	\$680.98
P08-01599	CONCEPT MEDIA	BOOKS ORDERED BY B.HUGGINS	\$1,137.52
P08-01600	JAMES PUBLISHING, INC.	Library book per Tom Weisrock request	\$57.80
P08-01601	CPP, INC.	Skillsone- Online Assessments	\$1,910.00
P08-01602	BANNERSANDSIGNS.NET	ROOM SIGNS FOR COUNSELING SERVICES	\$495.65
P08-01603	BLIND FACTORY	MINI BLINDS	\$565.00
P08-01604	MAQUINSAL SEWING MACHINE CO.	FASHION SUPPLIES	\$206.62
P08-01605	BLICK, DICK COMPANY	ART SUPPLIES	\$370.64
P08-01606	DHK PLUMBING & PIPING, INC.	CONTRACTED PLUMBER	\$693.91
P08-01607	ALPHAGRAPHICS	Color Flyers of IVC Programs for Outreac	\$1,170.89
P08-01608	JAMECO ELECTRONICS	SUPPLIES	\$363.01
P08-01609	AQUASTAR, INC.	student lab supplies	\$58.29
P08-01610	ARROWHEAD DRINKING WATER	Rental of ROHC Water Filtration System	\$522.97
P08-01611	LIBRARY ADVANTAGE	Purchase security tape for books.	\$280.15
P08-01612	SUNBURST BOTTLE COMPANY	MICROSCOPY SUPPLIES	\$36.16
P08-01613	MC KESSON GENERAL MEDICAL	First Aid Kits	\$314.85
P08-01614	MAIN GRAPHICS	Purchase of Two IVC Program Brochures...	\$1,915.37
P08-01615	TROXELL COMMUNICATIONS, INC.	Tech Refresh - Tablets	\$8,566.13
P08-01616	CA POWER PARTNERS, INC	SCHEDULED MAINTENANCE	\$9,431.00
P08-01617	GOVCONNECTION	SUPPLIES FOR GEOLOGY LAB INSTRUCTION	\$45.00
P08-01618	TREESMITH ENTERPRISES, INC.	BID 01, ATEP CLEANUP	\$45,000.00
P08-01619	MC KESSON GENERAL MEDICAL	medical supplies	\$19.32
P08-01620	MYERS TIRE SUPPLY	AUTOMOTIVE SUPPLIES	\$288.08
P08-01621	AMER. SCIENCE & SURPLUS	PHYSICS SUPPLIES	\$144.55
P08-01622	MODERN POSTCARD	Senior Day Postcards for High Schools	\$815.12
P08-01623	CACCRAO	CACCRAO membership	\$200.00
P08-01624	INTERLINK ELECTRONICS*****	Dept. Supplies	\$.00
P08-01625	FILMS MEDIA GROUP	DVDS FOR NURSING PROGRAM	\$584.94
P08-01626	KOUL TOOLS	AUTOMOTIVE SUPPLIES	\$187.79
P08-01627	MARK IV PRINT COMMUNICATIONS	Fiber optic for Police/Warehouse	\$7,105.36
P08-01628	XEROX CORPORATION	XEROX COPIER LEASE	\$1,805.13
P08-01629	PYRO-COMM SYSTEMS	CONTRACT SERVICES	\$960.00
P08-01630	BAINBRIDGE GROUP, INC.	ASBESTOS AND MOLD CONSULTING FOR SCIENCE	\$1,561.00
P08-01631	BEE MAN	CONTRACT SERVICES	\$850.00
P08-01632	BEE MAN	CONTRACT SERVICES	\$255.00
P08-01633	PITNEY-BOWES SUPPLY	POSTAGE	\$30,000.00
P08-01634	PEAK TECHNOLOGIES, INC.	Annual maintenance renewal Peak Tech.	\$1,668.00
P08-01635	ORANGE COAST MAGAZINE	Ad in Orange Coast magazine for PAC	\$595.00
P08-01636	SEHI PROCOMP COMPUTER PRODUCTS	Maint. Kit for HP4050TN	\$468.33
P08-01637	SUPER DETAIL, INC.	lab supplies	\$28.64

BOARD OF TRUSTEES PURCHASE ORDER LISTING

v4.2

Purchase Order Numbers P08-01473 Through P08-01855

PO #	Vendor Name	Purchase Order Description	Total Cost
P08-01638	GLENCOE/MC GRAW HILL	Basic Study Skills-Reading lab.	\$35.25
P08-01639	FISHER SCIENTIFIC	BIOCHEMISTRY SUPPLIES	\$509.11
P08-01640	ACADEMIC SUPERSTORE	Software for instructional development.	\$126.01
P08-01641	VORTEX INDUSTRIES, INC.	DOOR CLOSERS	\$5,387.00
P08-01642	GANAHL LUMBER	Supplies	\$3,000.00
P08-01643	CA STAGE & LIGHTING	Supplies	\$1,000.00
P08-01644	DUNN-EDWARDS CORPORATION	Supplies	\$1,000.00
P08-01645	HOME DEPOT	Supplies	\$1,500.00
P08-01646	DAZIAN	Supplies	\$2,000.00
P08-01647	INDUSTRIAL METAL SUPPLY CO.	Supplies	\$500.00
P08-01648	STATE WATER RES. CONTROL BOARD	STORM WATER PERMIT ANNUAL FEE	\$308.00
P08-01649	OC BUSINESS JOURNAL	ORANGE CO. BUS. JOURNAL SUBSCRIPTION	\$89.00
P08-01650	BUSINESS WEEK	BUSINESS WEEK SUBSCRIPTION	\$49.97
P08-01651	ARCHITECTURAL DIGEST	ARCHITECTURAL DIGEST SUBSCRIPTION	\$20.00
P08-01652	SARGENT-WELCH	CHEMISTRY SUPPLIES	\$448.93
P08-01653	OTHER WORLD COMPUTING	PORTABLE HARDDRIVE	\$365.12
P08-01654	RP GROUP	Membership renewal for 2007-2008 RP Grou	\$350.00
P08-01655	FRED'S COLORTILE	CARPET REPAIR AT PAC	\$280.00
P08-01656	AMAZON.COM	BOOK ORDER FOR BOT	\$30.66
P08-01657	MARKERTEK VIDEO SUPPLY	supplies for audio and lens cleaning	\$231.00
P08-01658	KIRK XPEDX	Linen Paper Order	\$949.17
P08-01659	COMMUNITY COLLEGE LEAGUE OF CA	CCLC ON ATHLETICS MEMBERSHIPS	\$16,255.00
P08-01660	IRVINE HIGH SCHOOL	Irvine HS Girl/Boy Basketball Program 20	\$125.00
P08-01661	TIGER DIRECT	USB cables.	\$39.79
P08-01662	CASBO	Membership-CASBO	\$660.00
P08-01663	PITNEY-BOWES SUPPLY	SUPPLIES	\$345.25
P08-01664	ALL THE KING'S FLAGS	FLAGS FOR BOARD ROOM	\$1,914.53
P08-01665	VICTORY CUSTOM ATHLETIC, INC	MEN'S BASKETBALL PRACTICE GEAR	\$1,656.12
P08-01666	CONSOLIDATED ELECTRICAL DIST.	LAMPS	\$476.03
P08-01667	IMS COMMERCIAL ICE SYSTEMS	Athletic Training Supplies	\$92.46
P08-01668	KATHCO PRODUCTS	AUTOMOTIVE SUPPLIES	\$250.30
P08-01669	UNITED SITE SERVICES OF CA, IN	FENCE RENTAL FOR POLICE AND WAREHOUSE CO	\$210.00
P08-01670	SMK LINK ELECTRONICS CORP.	Dept. Supplies	\$157.74
P08-01671	BRUNTON COMPANY	GEOLOGY EQUIPMENT	\$2,529.41
P08-01672	MEDCO SUPPLY COMPANY	Athletic Training Room	\$450.37
P08-01673	TIME CLOCK SALES & SERVICE	Time Clock for Rsk Mgmt.	\$775.72
P08-01674	SEHI PROCOMP COMPUTER PRODUCTS	Tech Refresh - equipment	\$870.36
P08-01675	W. W. GRAINGER	FANS	\$126.51
P08-01676	MEDCO SUPPLY COMPANY	Athletic Training Room	\$118.72
P08-01677	TROXELL COMMUNICATIONS, INC.	Projectors and Lamps	\$2,882.31
P08-01678	HAITBRINK ASPHALT PAVING, INC.	FOUR EMERGENCY CALL BOX PADS	\$3,000.00
P08-01679	CCCCIO	CCCCIO Annual Institutional Membership	\$300.00
P08-01680	COPWARE	Subscription Renewal	\$85.00
P08-01681	ROSS SYSTEMS, INC	Annual Maintenance for Gembase and UB Ru	\$12,510.74
P08-01682	COLLEGE OF DUPAGE	DVD FOR INTO TO NURSING	\$76.54
P08-01683	WESTERN HIGHWAY PRODUCTS, INC.	Signs	\$1,117.91
P08-01684	SIGN WAREHOUSE.COM	Supllies for Publications	\$138.02
P08-01685	JAMES PUBLISHING, INC.	Rainbow directory	\$178.96
P08-01686	IMAGE PRINTING SOLUTIONS	purchase name badges for employees	\$266.36
P08-01687	MC MASTER CARR SUPPLY COMPANY	PHYSICS SUPPLIES	\$89.00
P08-01688	UNIV. OF TENNESSEE	Update to What Can I Do w/Major	\$105.00
P08-01689	RIFKIN, A. COMPANY	COURIER BAG	\$87.62
P08-01690	SMITH, DANIEL INC.	ART SUPPLIES	\$440.08
P08-01691	FABRIC LAND	Student Supplies	\$300.00
P08-01692	FABRIC LAND	Student Supplies	\$430.00

BOARD OF TRUSTEES PURCHASE ORDER LISTING

v4.2

Purchase Order Numbers P08-01473 Through P08-01855

PO #	Vendor Name	Purchase Order Description	Total Cost
P08-01693	FABRIC LAND	Student Supplies	\$240.00
P08-01694	FABRIC LAND	Student Supplies	\$370.00
P08-01695	FABRIC LAND	Student Supplies	\$100.00
P08-01696	HOBSONS, INC	Advertising	\$2,000.00
P08-01697	STANDARD DRYWALL, INC.	PATCH DRYWALL AT ELECTRICAL OUTLET RELOC	\$2,130.00
P08-01698	SCANTRON CORPORATION	SCANTRON TEST FORMS	\$94.20
P08-01699	PROMPTER PEOPLE, INC.	Teleprompter monitor for remote producti	\$1,762.23
P08-01700	DELL MARKETING	Laptop computer used with teleprompter	\$878.62
P08-01701	HOME DEPOT	Blanket P.O.-Art Supplies	\$300.00
P08-01702	JOHNSON CONTROLS, INC.	REPAIR AND SERVICE TO AIR COND. EQUIP. A	\$3,525.00
P08-01703	SECURE COMPUTING CORPORATION	Anti-SPAM/Anti-Virus Annual Maintenance	\$33,575.00
P08-01704	JACSEN, JAELYNE	Workshop Facilitator	\$550.00
P08-01705	BUDDY'S ALL STARS INC.	Softballs for J Duquettes PE class	\$114.11
P08-01706	TANRIVERDI, FAWN	Supplies for CARE Students	\$1,000.00
P08-01707	OC REGISTER	ADVERTISING	\$1,466.72
P08-01708	OC DEPT OF EDUCATION	Orange County Schools Directory	\$10.00
P08-01709	RICOH AMERICAS CORPORATION	yearly Ricoh copier Maint. agreement	\$185.00
P08-01710	TISCARENO CATERING	Catering for Conference	\$1,116.29
P08-01711	ONE SOURCE DISTRIBUTORS, INC.	PARKING LOT POLE LIGHT SUPPLIES	\$3,219.76
P08-01712	ALPHAGRAPHICS	ACCREDITATION REPORT COVER PRINTING	\$122.66
P08-01713	CA POWER PARTNERS, INC	CP MODIFICATION	\$11,464.60
P08-01714	OC REGISTER	Ongoing printing & delivery charges for	\$15,000.00
P08-01715	CALUMET PHOTOGRAPHIC INC	Lab Supplies	\$86.52
P08-01716	CAL'S CAMERAS	Lab Supplies	\$2,313.65
P08-01717	GUIDANCE SOFTWARE, INC.	Computer Forensics Software	\$5,837.66
P08-01718	CITRIX SYSTEMS, INC.	GoToMyPC Access Services	\$6,960.00
P08-01719	SOCCER CENTER	WOMEN'S SOCCER SOCKS	\$64.81
P08-01720	VICTORY CUSTOM ATHLETIC, INC	WOMEN'S BASKETBALL SPIRIT PACKS	\$1,802.56
P08-01721	LAB SAFETY SUPPLY CO.	LOCKOUT TAGOUT KIT	\$477.33
P08-01722	AERA ENGINE REBUILDERS ASSN.	Membership	\$200.00
P08-01723	CARMAN, LUPE	Workshop Presentation	\$120.00
P08-01724	TUCKER TIRES	OPEN P.O. FOR SUPPLIES	\$200.00
P08-01725	KANTOLA PRODUCTIONS	Instructional Video	\$145.50
P08-01726	HOME DEPOT	Open Purchase Order w/Home Depot	\$3,000.00
P08-01727	RICOH AMERICAS CORPORATION	Maint.Agreement	\$660.00
P08-01728	GREAT WESTERN SANITARY SUPPLY	WINDOW WASHER	\$619.05
P08-01729	ULTIMATE OFFICE	ACADEMIC SENATE OFFICE SUPPLIES	\$368.87
P08-01730	LIBRARY OF CONGRESS	Classification Web solo license subscrip	\$375.00
P08-01731	ECOLAB INC.	DISINFECTANT	\$3,733.54
P08-01732	GRAPH AIDS INC-DANIELS	FASHION SUPPLIES	\$107.06
P08-01733	BARKS EQUIPMENT & SUPPLIES	AUTOMOTIVE SUPPLIES	\$16.22
P08-01734	CAROLINA BIOLOGICAL SUPPLY	HORTICULTURE SUPPLIES	\$295.29
P08-01735	FITNESS STANDARD	REMOVE AND REPLACE MASONITE FLOORING	\$2,176.00
P08-01736	GANDER-PRINTCO	Business Cards for Craig Justice	\$49.57
P08-01737	TECHNI-TOOL	ELECTRONIC SUPPLIES	\$109.91
P08-01738	AT&T	CACT TELEPHONE/DATA SERVICE	\$2,000.00
P08-01739	SHARPE, M.E. INC., PUBLISHER	Library books per Tom Weisrock request	\$1,121.11
P08-01740	LYON SUPPLY CO.	DRAFTING SCALES	\$32.54
P08-01741	SAMY'S CAMERA	Lab Supplies	\$907.26
P08-01742	KOALA KLUB	CARE Child Care Services	\$1,397.50
P08-01743	SMITH, DANIEL INC.	ART SUPPLIES	\$593.59
P08-01744	COMPUTERLAND CORPORATE OFFICE	MSDN LICENSE	\$434.23
P08-01745	ARROWHEAD DRINKING WATER	OPEN P.O. FOR SUPPLIES	\$800.00
P08-01746	HOME DEPOT	Blanket PO for supplies at Home Depot	\$150.00
P08-01747	PACIFIC PARKING SYSTEMS, INC.	Bill Acceptor	\$2,304.50

BOARD OF TRUSTEES PURCHASE ORDER LISTING

v4.2

Purchase Order Numbers P08-01473 Through P08-01855

PO #	Vendor Name	Purchase Order Description	Total Cost
P08-01748	VIDEO SERVICE OF AMERICA	TV Production Supplies	\$396.35
P08-01749	B & H PHOTO	Lab Supplies	\$38.79
P08-01750	AMAZON.COM	Reading Lab.Instr.supplies-timers	\$68.92
P08-01751	NOVAVISION	SECURE STICKER LABELS	\$116.67
P08-01752	GANDER-PRINTCO	Business Card	\$49.57
P08-01753	ADDLOGIX	Wireless Transmitter	\$281.86
P08-01754	HITT MARKING DEVICES, INC.	Stamp	\$12.93
P08-01755	GRAPHIC CHEMICAL & INK CO.	ART SUPPLIES	\$128.37
P08-01756	BRADY, MELISSA	ID#949302-FEE FOR NURSING EXAM-M.BRADY	\$105.00
P08-01757	EMPLOYMENT DEVELOPMENT DEPT.	Unemployment Insurance Quarterly P/R Tax	\$50,000.00
P08-01758	BAMWALL CO.	REWORK INTERIOR OFFICES; A-104 A&B	\$2,815.00
P08-01759	BAMWALL CO.	DOOR REPAIR; B-200 WEST ENTRY	\$779.00
P08-01760	STARR, W.B. INC.	CONTRACT SERVICES	\$1,650.00
P08-01761	SYSTEMS SOURCE, INC.	Ergonomic Task Chair	\$409.28
P08-01762	SPECTRUM LABORATORY PRODUCTS	MARINE SCIENCE EQUIPMENT	\$2,443.12
P08-01763	APPLE SCIENTIFIC, INC.	MARINE SCIENCE EQUIPMENT	\$4,297.07
P08-01764	LC TECHNOLOGY INTERNATIONAL	COMPUTER SOFTWARE PROGRAM	\$450.95
P08-01765	US DIGITAL MEDIA INC.	Accreditation report CD	\$108.50
P08-01766	ACCUSPLIT	STOP WATCHES	\$381.59
P08-01767	MERIT SOFTWARE	Software-Reading Lab.Basic Study.	\$7,439.00
P08-01768	HARDY DIAGNOSTICS	MICROBIOLOGY PREPARED MEDIA	\$44.43
P08-01769	CLOSET WORLD	CABINETRY FOR DIVISION WORKROOM	\$6,041.00
P08-01770	CAROLINA BIOLOGICAL SUPPLY	PRESERVED SPECIMENS	\$561.27
P08-01771	HEINZE, A. G. CO., INC.	MICROSCOPE SUPPLIES	\$431.27
P08-01772	GANDER-PRINTCO	TAG NCR Forms	\$137.13
P08-01773	DELL MARKETING	9 D630 DELL LAPTOPS	\$13,295.27
P08-01774	RICOH AMERICAS CORPORATION	Maintenance Agreement	\$1,158.92
P08-01775	TROXELL COMMUNICATIONS, INC.	Media Equipment	\$510.74
P08-01776	GRUBER COMMUNICATION PRODUCTS	CAT 5E CABLES	\$266.99
P08-01777	ULINE, INC.	SUPPLIES	\$86.17
P08-01778	FASHION BUSINESS INCORPORATED	Membership	\$200.00
P08-01779	W. W. GRAINGER	HVAC SUPPLIES	\$1,751.64
P08-01780	STANDARD DEVIANTS	Instructional DVD's for Lang. Lab.	\$616.99
P08-01781	LAB SAFETY SUPPLY CO.	MAINTENANCE SUPPLIES	\$492.77
P08-01782	ARMSTRONG, LEE CO. INC.	CONTRACT SERVICES	\$650.00
P08-01783	TRUELEAF TECHNOLOGIES, INC.	HORTICULTURE SUPPLY	\$10.67
P08-01784	DELL MARKETING	LAPTOP COMPUTER	\$1,527.90
P08-01785	GANDER-PRINTCO	DEPARTMENT BROCHURES-REDO	\$246.75
P08-01786	POSITIVE PROMOTIONS	NURSING ACTIVITY PROMOTION	\$521.77
P08-01787	NOTHING BUT AIR	Purchase of balloons for Mercury Event a	\$225.00
P08-01788	CPP, INC.	CAREER ASSESSMENT TESTING MATERIALS	\$350.31
P08-01789	SCANTRON CORPORATION	REPLENISH SUPPLIES	\$202.98
P08-01790	REDFEARN ROOFING dba	ROOF FOR HAZMAT STORAGE AREA	\$10,375.00
P08-01791	S & B FOODS	Refreshments for Computer Safety Event,	\$250.00
P08-01792	U.S. POSTMASTER	Postage for 2008 Spring schedule mailing	\$29,436.00
P08-01793	ARMSTRONG, LEE CO. INC.	CONTRACT SERVICES	\$34,500.00
P08-01794	PEREZ-STROUD, LILIANN	Workshop Presenter	\$540.00
P08-01795	MENDOZA, JOSEPH JAY	Workshop Presenter	\$720.00
P08-01796	WEATHERWAX, KATHY	PRIDE Panel Presentation	\$50.00
P08-01797	MUNDAY, PATRICE	Panel Presentation	\$50.00
P08-01798	BARNES, TORHON	Panel Presentation	\$50.00
P08-01799	SCHECHTER, AMY ROSE	Panel Presentaion	\$50.00
P08-01800	JACC	JACC annual membership and conference ma	\$300.00
P08-01801	FRY'S ELECTRONICS	Sounds System and misc cables for hard d	\$450.00
P08-01802	CCS PRESENTATION	Projector Remotes	\$2,340.85

BOARD OF TRUSTEES PURCHASE ORDER LISTING

v4.2

Purchase Order Numbers P08-01473 Through P08-01855

PO #	Vendor Name	Purchase Order Description	Total Cost
P08-01803	CORPORATE BUSINESS INTERIORS	WORKSTATION IN A-100	\$9,066.94
P08-01804	VWR INTERNATIONAL, INC.	BIOLOGY SUPPLIES	\$923.96
P08-01805	BUTTE-GLENN COMMUNITY COLLEGE	Payment to Butte Glenn CCD for website s	\$210,000.00
P08-01806	NEXUS IS INC.	Supplies	\$1,173.11
P08-01807	IMAGE PRINTING SOLUTIONS	printing of IVC Permits to Register	\$2,844.60
P08-01808	BEE MAN	CONTRACT SERVICES	\$225.00
P08-01809	BEE MAN	CONTRACT SERVICES	\$175.00
P08-01810	OCB REPROGRAPHICS, INC.	COPY OF MECHANICAL PLANS OF S/M	\$111.43
P08-01811	TANGRAM INTERIORS	Chairs for Vice Presidents	\$1,703.64
P08-01812	VIDEO SERVICE OF AMERICA	TV Production Supplies	\$617.40
P08-01813	DELL MARKETING	EQUIPMENT	\$1,219.73
P08-01814	SEHI PROCOMP COMPUTER PRODUCTS	Two USB wireless adapters.	\$119.82
P08-01815	SEHI PROCOMP COMPUTER PRODUCTS	HP LaserJet Input Tray (Q2240B)	\$223.34
P08-01816	SEHI PROCOMP COMPUTER PRODUCTS	Toner cartridge for faculty printer on 2	\$175.23
P08-01817	POSITIVE PROMOTIONS	ITEMS FOR NURSE'S WEEK	\$479.56
P08-01818	SEHI PROCOMP COMPUTER PRODUCTS	Printer cartridge for an HP Laser Jet 40	\$118.07
P08-01819	PROAIR	SCIENCE MATH ROOM 148 REPAIR ON A/C UNIT	\$1,150.00
P08-01820	MC KESSON GENERAL MEDICAL	medical supplies	\$178.10
P08-01821	BANNERSANDSIGNS.NET	New and replacement door plaques	\$54.12
P08-01822	MARKERTEK VIDEO SUPPLY	Reading Lab. replacement headset cushion	\$69.67
P08-01823	SETON	Time Sensitive Visitor Name Badges	\$185.47
P08-01824	XEROX CORPORATION	staples for XEROX at Center	\$115.60
P08-01825	CABLES TO GO	Ethernet switch.	\$40.05
P08-01826	TIME CLOCK SALES & SERVICE	Time Clock Ribbon for Bus.Svs.	\$72.84
P08-01827	LIFETIME MEMORY PRODUCTS, INC.	Memory Upgrade Older IT Servers	\$1,229.85
P08-01828	MINITEX LIBRARY INFO. NETWORK	Library supplies	\$493.03
P08-01829	AQUANEERING INC.	AquaSci Equipment	\$2,028.73
P08-01830	STYFFE, ELIZABETH	GUEST SPEAKER FOR RN PROGRAM	\$200.00
P08-01831	MAXIMUS	Renewal Services Cost Claiming FY 07/08	\$6,500.00
P08-01832	DHK PLUMBING & PIPING, INC.	TEST ROOF DRAINS FOR LEAKS BGS BUILDING	\$1,506.72
P08-01833	PCH SHEET METAL & AIR CONDITIO	Door framework	\$2,020.31
P08-01834	GLOBAL INDUSTRIAL EQUIPMENT	MISC TOOLS FOR THE FAC BLDG	\$5,008.66
P08-01835	GLOBAL INDUSTRIAL EQUIPMENT	MATERIAL NEW IVC WHSE	\$14,258.22
P08-01836	HERCULES PORTABLE POWER, INC.	GENERATORS	\$1,156.00
P08-01837	JOHNSON FLOORING, INC.	REPLACE GYM FLOOR	\$193,800.00
P08-01838	WEST GROUP	Purchase subscription for publication.	\$229.51
P08-01839	PROAIR	AIR CONDITIONING UNIT FOR VILLAGE	\$5,650.00
P08-01840	ORIENTAL TRADING COMPANY, INC.	SUPPLIES FOR ACTIVITIES	\$142.80
P08-01841	PHYTOTECHNOLOGY LABORATORIES	HORTICULTURE SUPPLIES	\$31.94
P08-01842	SPORTS TUTOR	POWER SUPPLY FOR TENNIS MACHINE	\$178.60
P08-01843	GANDER-PRINTCO	Folding brochures	\$145.46
P08-01844	AMAZON.COM	Reference books for Geo7 classes	\$101.20
P08-01845	LRP PUBLICATIONS	Yearly subscription to Ferpa Answer book	\$125.50
P08-01846	PORTAGE NEWSPAPER SUPPLY	BINDERS	\$935.20
P08-01847	BRITE IDEAS	Contract Services	\$3,100.00
P08-01848	VWR INTERNATIONAL, INC.	BIOLOGY SUPPLIES	\$115.04
P08-01849	GANAHL LUMBER	Student supplies	\$50.00
P08-01850	CLA-VAL	CONTRACT SERVICES	\$1,019.18
P08-01851	OFFICE MAX	OFFICE EQUIPMENT	\$3,663.02
P08-01852	W. W. GRAINGER	HVAC SUPPLIES	\$248.02
P08-01853	CAROLINA BIOLOGICAL SUPPLY	PRESERVED SPECIMENS	\$158.06
P08-01854	ACTION DOOR REPAIR CORP.	DOOR INSTALLATION	\$5,859.00
P08-01855	SHEYBANI, SARA LEILA	INSTRUCTIONAL SUPPLIES	\$300.00
			=====
			\$1,880,486.36

BOARD OF TRUSTEES CONFIRMING REQUISITION LISTING

v4.2

Req. #	Vendor Name	Description	Total Cost
RD08-00792	ARTSCENE	Institutional Membership	\$470.00
RD08-00791	MUCHIRAHONDO, DORIS	Reimburse Staff Member for Conference at	\$531.00
RD08-00790	ARS ENTERPRISES, INC.	Service/Repair of Autoclave	\$.00
RD08-00789	RADDEN, LARRY	Reimbursement-Larry Radden	\$955.60
RD08-00788	JUNIOR'S GOLF CARTS, INC.	GOLF CART REPAIR	\$426.61
RD08-00787	ALL TECH SERVICE	Equip. Repair	\$2,103.90
RD08-00786	RUDMANN, JERRY	Jerald Rudmann to attend Student Success	\$.00
RD08-00785	TOSCANO, LAURA	Conference Attendance for Laura Toscano	\$1,617.40
RD08-00784		Conference for Maria Paniagua in San Fra	\$650.00
RD08-00783	PANIAGUA, MARIA	Conference Attendance for Maria Paniagua	\$1,617.40
RD08-00782	SHEYBANI, SARA LEILA	REIMBURSEMENT	\$9.97
RD08-00781	WEST GROUP	Library books per Tom Weisrock request	\$223.05
RD08-00780	WELLS FARGO #4214 FISCAL-IVC	Credit Card Online Purchase	\$796.42
RD08-00779	HUNTLEY, ANTHONY	Reimbursement to A.Huntley for supplies	\$36.46
RD08-00778		RMATHUR TO CWLA 10-19-07	\$.00
RD08-00777	PARMER, HARRY	CONFERENCE REIMBURSEMENT	\$502.35
RD08-00776		Reim. for Exam/X-Rays Pol. Officer	\$35.00
RD08-00775	GLEASON, LINDA	NURSING MATERIALS BOUGHT AT CONF.	\$144.00
RD08-00774	LICITRA, JOHN	Cal Poly Pomona Counselor Day-Joh Licitr	\$28.50
RD08-00773	CAL-ED OPTICAL	Repair of Swift Microscopes	\$.00
RD08-00772		Craig Justice to go to CCCIO Fall Confe	\$953.30
RD08-00771	OC SPEAKER, INC.	Speaker Repair	\$94.74
RD08-00770	KORPER, STEVE	BICSI: Computer Forensic Boot Camp	\$4,006.01
RD08-00769	WESTERN STATE DESIGN	service on front load washer	\$.00
RD08-00768	LEE, M. BRUCE	One peripheral sharing switch and two US	\$140.00
RD08-00767		One peripheral sharing switch and two US	\$.00
RD08-00766	IVC BOOKSTORE	CARE Bookstore billing/August	\$2,236.69
RD08-00765	BOB PARRETT CONSTRUCTION, INC.	CONTRACT SERVICES	\$10,666.00
RD08-00764		CAPED conference for Steve Silgailis	\$350.00
RD08-00763	ANSTADT, MARY	reimburse staff member for books purchas	\$102.21
RD08-00762		CAPED conference Reimbursement for Monic	\$350.00
RD08-00761	OC JEWISH LIFE	Advertising-Keshet Chaim Neshama	\$450.00
RD08-00760		conference attendance for staff members	\$455.98
RD08-00759	SCIENTIFIC REFRIGERATION	Service/Repair of 2 Revco Laboratory Ref	\$.00
RD08-00758	MAC DOUGALL, ALLAN	Reimbursement for TTAC Meeting in Sacram	\$299.61
RD08-00757	LOCKE, JIM	Reimburse Staff Member for Class	\$27.50
RD08-00756	WELLS FARGO #4214 FISCAL-IVC	Use of college credit card for reimburse	\$.00
RD08-00755	GRODT, MARLYS & ASSOCIATES	Revision of Class Spec-SB positions	\$.00
RD08-00750	SCIENTIFIC REFRIGERATION	REPLACEMENT PARTS/REPAIR FREEZER	\$105.43
RD08-00749	GARANT, ERIC	Reimbursement	\$77.83
RD08-00748	LEE, M. BRUCE	Purchased a Linksys Compact G USB cable	\$64.64
RD08-00747	WELLS FARGO #3465 FISCAL-IVC	To use college credit card	\$430.00
RD08-00746	WELLS FARGO #3317 (DISTRICT)	Target	\$100.00
RD08-00745		NSF Grant: RapidTech logo & bus card de	\$.00
RD08-00744	MV DESIGN STUDIO	NSF Grant: RapidTech logo & bus card de	\$2,500.00
RD08-00743	IMPRESSIONS PRINTING	NSF Grant: Bus Cards printing	\$808.13
RD08-00742	FULLERTON COLLEGE	Lois DiAlto to CurricUNET Users Group Co	\$35.00
RD08-00741	CITY NATIONAL BANK	PAYMENT FOR KINETICS ENERGY/MGT PROJECT	\$2,223,076.85
RD08-00740	ROBINSON, JOHN	Geo Dept. supplies for field use	\$61.82
RD08-00739	CA SCHOOL EMPLOYEES ASSN	CSEA CONFERENCE REIMBURSEMENT	\$1,395.79
RD08-00738	COACH AMERICA	Bus for EI Field Trip on 10/11/07 to Hun	\$760.50
RD08-00737	JACOBS, PAULA	REIMBURSEMENT FOR CONFERENCE	\$103.81
RD08-00736	JACOBS, PAULA	REIMBURSEMENT FOR TRAVEL	\$16.20
RD08-00735	IRVINE RANCH WATER DIST.	SEWER BLOCKAGE	\$1,351.47
RD08-00734	S & B FOODS	CalWORKS In-Service Meeting	\$161.63
RD08-00733	SNEED, DONNA	Conference Expenses CCPro Workshop	\$30.00

BOARD OF TRUSTEES CONFIRMING REQUISITION LISTING

v4.2

Req. #	Vendor Name	Description	Total Cost
RD08-00732	SERBAN, ANDREEA	Conference expenses for Andreea Serban	\$1,186.60
RD08-00731	GRAY, DONNA	Reimburse:DGray,Materials-HD 131 Classes	\$215.00
RD08-00730	DALY, TRACY	TDaly to CCLC 11-15-07	\$1,358.60
RD08-00729	SADDLEBACK COLLEGE BOOKSTORE	Saddleback EOPS August billing	\$382.18
RD08-00728	CHUMAN, JERILYN	CalWORKs Training	\$500.21
RD08-00727	YANNI, NORMA	NAFSA REGION XII 2007 CONFERENCE	\$1,759.17
RD08-00726	WELLS FARGO #3317 (DISTRICT)	Dell.com	\$71.10
RD08-00725	LASER SOURCE	Instructional Repair	\$161.29
RD08-00724	COACH AMERICA	Bus for EI Field Trip on 10/15. Pamme Tu	\$860.00
RD08-00723	WELLS FARGO #3317 (DISTRICT)	CLKBANK*COM	\$39.90
RD08-00722	LINCOLN, DAN	Training	\$29.00
RD08-00721	LOONEY, MICHAEL	Training	\$29.00
RD08-00720	O'CONNOR, KEVIN	Reimbursement - ACCCA Board of Directors	\$369.58
RD08-00719	STYFFE, ELIZABETH	GUEST SPEAKER FOR RN PROGRAM	\$.00
RD08-00718	CLAYTON, JOE JR.	Training	\$29.00
RD08-00717	RADDEN, LARRY	Reimbursement-Larry Radden	\$31.97
RD08-00716	HAAKER EQUIPMENT COMPANY	SWEEPER REPAIR	\$451.33
RD08-00715	LINCOLN, DAN	TRAINING OFFICER LINCOLN	\$9.00
RD08-00714	LINCOLN, DAN	Conference-Joe Clayton	\$157.00
RD08-00713	LOONEY, MICHAEL	Conference-Joe Clayton	\$157.00
RD08-00712	SJM INDUSTRIAL RADIO	RADIO REPAIR	\$11.85
RD08-00711	PATTON, KEN	REIMBURSEMENT	\$1,917.91
RD08-00710	LOONEY, MICHAEL	TRAINING OFFICER LOONEY	\$9.00
RD08-00709	CLAYTON, JOE JR.	Conference-Joe Clayton	\$157.00
RD08-00708	TACKETT, ED WARD	AACC Conference: Ed Tackett	\$1,774.91
RD08-00707	TACKETT, ED WARD	NCATC Conference arrangements for Ed Tac	\$1,454.00
RD08-00706	MC GEE, MOIRA	To reimburse Moira McGee for Staff Dev.E	\$17.00
RD08-00705	WESTERN STATE DESIGN	Equipment Repair	\$178.02
RD08-00704	SMITH, JAMIE	REIMBURSEMENT FOR STAFF DEVELOPMENT ACTI	\$400.00
RD08-00703	ANDERSON, DAVID E.	CONFERENCE FOR DAVID ANDERSON - ACCE - 2	\$.00
RD08-00701	ANDERSON, JULIE	Reimburse for aquarium livestock	\$150.00
RD08-00700	GOROSPE, CHRISTINA	ID#963370, STUDENT SUCCESS SCHOLARSHIP	\$297.00
RD08-00699		Travel Expenses for TLC Com Travel	\$330.50
RD08-00698	RICE, TAMERA	CONFERENCE FOR TAMERA RICE	\$.00
RD08-00697		Expenses for TLC Advisory Com. travel	\$375.37
RD08-00696		RMATHUR TO CCLC 11-15-07	\$1,358.60
RD08-00695	LICITRA, JOHN	CSU Conference Reimbursement-John Licitr	\$119.29
RD08-00694	TRAN, TIFFANY	CSU Conference Reimbursement-Tiffany Tra	\$65.00
RD08-00693	WHITT, TERRI	MILEAGE FOR T.WHITT	\$.00
RD08-00692	ACADEMIC SENATE	Academic Senate Fall 2007 Plenary Sessio	\$.00
RD08-00691	ACCUITY	ACH Participant Directory	\$217.45
RD08-00690	CURTIS, PAUL	Reimbursement to Paul Curtis - fee based	\$75.69
RD08-00689	DUMAS, PAT	Conference for Patricia Dumas	\$917.78
RD08-00688	LAGUNA WOODS VILLAGE POTTERS	CERAMIC SUPPLIES	\$3,705.00
RD08-00687	GOLDEN RAIN FOUNDATION	EMERITUS CLASS-TICKET #13630	\$1,098.00
RD08-00686	SALEM PRESS, INC.	Library books per Tom Weisrock request	\$331.87
RD08-00685	RICOH AMERICAS CORPORATION	OVERAGE ON MAINTENANCE AGREEMENT	\$1,169.98
RD08-00684	CCCCSSAA	CSSO CONFERENCE	\$120.00
RD08-00683	LAPES ATHLETIC TEAM SALES, INC	PAST DUE BILL/LAPES ATHLETICS/BASEBALL J	\$846.92
RD08-00682	MAC DOUGALL, ALLAN	Reimbursement for Tech Focus Award Prese	\$361.01
RD08-00681	HANDA, STEVE	Reimbursement for Tech Focus Award Prese	\$339.30
RD08-00680	OC JEWISH LIFE	Advertising-Four Freshman	\$450.00
RD08-00679	CCCCSSAA	Annual CSSO Southern Drive-In Conference	\$30.00
RD08-00678	PLANO, GWEN	Annual CSSO Southern Drive-In Conf.	\$30.00
RD08-00677	ZANDONELLA, MARK	CPPA ANNUAL CONFERENCE AND TRADE SHOW	\$1,853.40
RD08-00676	CIPRES, ELIZABETH	Annual CSSO Southern Drive-In Conference	\$30.00

BOARD OF TRUSTEES CONFIRMING REQUISITION LISTING

v4.2

Req. #	Vendor Name	Description	Total Cost
RD08-00675	CCCCSSAA	Annual CSSO Southern Drive-In Conference	\$60.00
RD08-00674	TIONGSON, EDWIN	Reimbursement	\$140.00
RD08-00673	DORRI, ALI	Reimbursement for Lariat's urgent office	\$30.14
RD08-00672	REALISTA, KATE	Reimbursement-Four Freshman Expenses	\$.00
RD08-00671	CIFONE, ROCKY	Reimbursement-Four Freshman Expenses	\$.00
RD08-00670	CRAVEN, ANDREW	Conference for Andrew Craven	\$1,547.80
RD08-00669	SCHADER, PAM	REIMBURSEMENT FOR SUMMER 07 - ART 400 TI	\$135.81
RD08-00668	ELLISON, RON	Reimbursement	\$130.00
RD08-00667			\$.00
RD08-00666	HARPER, MELODY	UC Conference Reimbursement for Melody H	\$60.49
RD08-00665	INLOW, LISA	REIMBURSEMENT FOR SUMMER 2007 - TICKET #	\$280.00
RD08-00664	SCIENTIFIC REFRIGERATION	REPAIRS FOR LABCONCO LABSCRUBBER	\$.00
RD08-00663	OC SCHOOL BOARD ASSOCIATION	OCSBA 9/26/07 DINNER MEETING	\$49.00
RD08-00662	SCHINDLEBECK, JUDY	REIMBURSEMENT-SUMMER 2007-FN 400 NUTRITI	\$79.85
RD08-00661	EAGLE COMMUNICATIONS	RADIO REPAIRS	\$304.40
RD08-00660	TIONGSON, EDWIN	Classroom Supplies Reimbursement	\$140.00
RD08-00659	JUSTICE, CRAIG	CONFERENCE REIMBURSEMENT CRAIG JUSTICE	\$85.00
RD08-00658	NGUYEN, HALEY	Student Supplies	\$148.35
RD08-00657	ALLSCRIPTS	piggyback labels	\$11.84
RD08-00656	GROSSMAN, CRAIG	Conference reimbursement	\$2,120.00
RD08-00655	OC BUSINESS COUNCIL	Conf. for: Cooper, Roquemore, Justice, Corum	\$280.00
RD08-00654	KHACHATRYAN, DAVIT S.	Community College State Budget Workshop	\$85.00
RD08-00653	ROQUEMORE, GLENN	Conference for Glenn Roquemore	\$924.15
RD08-00652	MILCHIKER, MARCIA	MMILCHIKER TO E-LEARN 2007 Conference	\$2,479.09
RD08-00651	MILCHIKER, MARCIA	MMILCHIKER TO CCLC 11-15-07	\$1,330.80
RD08-00650	WELLS FARGO #3317 (DISTRICT)	BEST BUY	\$226.25
RD08-00649	SAUTER, MIKE	Reimbursement for batteries for High Tec	\$16.15
RD08-00648	COACH AMERICA	Bus for Emeritus Field Trip 9/23 Kara Ma	\$809.00
RD08-00647	BAKER & TAYLOR ENTERTAINMENT	Library book per Tom Weisrock request	\$32.38
RD08-00646	RUDMANN, BARI	CONFERENCE REIMBURSEMENT-BARI RUDMANN	\$120.47
RD08-00645	RUDMANN, BARI	Reimb Bari Rudmann for UC Counselor conf	\$60.00
RD08-00644	FASELER, SHANNON	Reimbursement	\$.00
RD08-00628	IVC FOUNDATION	Accounting Boot Camp Registration Fee f/	\$35.00
RD08-00627	COACH AMERICA	Bus for Emeritus Field Trip 10/03 C.Chat	\$681.50
RD08-00626	COACH AMERICA	Bus for Emeritus Field Trip 10/03 C.Chat	\$860.00
RD08-00625			\$.00
RD08-00624	CALL, LINDA	BOOTCAMP CONF FOR LINDA CALL	\$2,068.25
RD08-00623	VENABLE, SAMANTHA J.	BOOTCAMP CONF FOR VENABLE	\$2,214.50
RD08-00622	GRANT, RON	Reimbursement for Instructional Supplies	\$26.75
RD08-00621	VENABLE, SAMANTHA J.	CONF. IN SF FOR VENABLE	\$1,845.00
RD08-00619			\$.00
RD08-00618	ATI	NEW VIRTUAL ATI SIGN UPS	\$1,600.00
RD08-00617	SERBAN, ANDREEA	Travel expenses for Andreea Serban	\$647.07
RD08-00616	WELLS FARGO #3317 (DISTRICT)	OFFICE MAX	\$.00
RD08-00615	HUNTLEY, ANTHONY	Reimbursement for Fossil lab items	\$54.26
RD08-00610	SOUTH ORANGE CO. COMM. COL. DI	475043 STUDENT SUCCESS GRANT-MATERIAL FE	\$156.25
RD08-00609	MODICA, DANIELLE	STUDENT REIMBURSEMENT	\$188.39
RD08-00608	HILL-ROM	NURSING SKILLS LAB HEADWALL	\$.00
RD08-00607	ASG MUSIC	Music Purchased -Joey Sellers	\$151.16
RD08-00606		SPEAKER FOR NURSING WORKSHOP	\$.00
RD08-00605	SHERLING, DOROTHY	Office Supplies	\$18.43
RD08-00604	MC GROARTY, DIANE	Reimbursement for Dept. Supplies	\$103.51
RD08-00603	THOMAS, ARLENE	Reimbursement for Dept. Supplies	\$50.60
RD08-00602		Honorarium - Flex Week, Aug 07	\$500.00
RD08-00601	JONES, JOHN FREDERICK	Reimbursement for theatre instructional	\$29.76
RD08-00600	HORN IMPROVEMENT	Instrument repair	\$35.00

BOARD OF TRUSTEES CONFIRMING REQUISITION LISTING

v4.2

Req. #	Vendor Name	Description	Total Cost
RD08-00599	CARD INTEGRATORS CORPORATION	ID SOFTWARE & CARD SYSTEM EXTENDED WARRA	\$695.00
RD08-00598	PEPPER, J.W. & SON, INC.	Music Purchased	\$312.06
RD08-00597	RICHARDS, JOHN	Reimbursement for Laboratory Supplies	\$8.91
RD08-00596	ROQUEMORE, GLENN	Glenn Roquemore - State Budget Wkshop	\$142.00
RD08-00595	MATHUR, RAGHU P.	TRAVEL EXPENSES FOR RAGHU MATHUR	\$487.80
RD08-00594	TUCKER TIRES	TIRES FOR AERIAL LIFT	\$140.07
RD08-00593	GOULDSMITH, YOLANDA	CSU Conference Reimbursement-Yolanda Gou	\$65.00
RD08-00592	BORRON, BRENDA	Reimbursement	\$16.00
RD08-00591	WELLS FARGO #4198 FISCAL-SBC	TESSCO TECHNOLOGIES	\$87.45
RD08-00590	ACADEMIC SENATE	Academic Senate Annual Membership Dues	\$2,726.90
RD08-00589	STINSON, AMY L.	REIMBURSEMENT RESERVATIONS YOSEMITE	\$100.00
RD08-00588	BROGAN, GEORGE	REIMBURSEMENT RESERVATIONS YOSEMITE	\$120.00
RD08-00587	GOULDSMITH, YOLANDA	UC Conference Reimbursement-Yolanda Goul	\$60.00
RD08-00586			\$.00
RD08-00585	HILTON, CAROL	CHANCELLOR'S OFFICE STATEWIDE BUDGET WOR	\$85.00
RD08-00584	WELLS FARGO #3317 (DISTRICT)	Fry's Electronics	\$156.18
RD08-00583	CCC	Registration Dr. McCullough attend CCC B	\$85.00
RD08-00582	LEXIS-NEXIS/MATTHEW BENDER	Legal Books Update - VCHR	\$169.77
RD08-00581	WEST PUBLISHING CO.	Legal Books Update- VCHR	\$158.40
RD08-00580	S & B FOODS	DSPTS DEPARTMENTAL MEETING	\$.00
RD08-00579	MC CULLOUGH, DIANA	CSU Conference Reimbursement for Diana M	\$122.00
RD08-00578	TRAN, TIFFANY	UC Conference Reimbursement for Tiffany	\$60.00
RD08-00577	MC CULLOUGH, DIANA	UC Conference Reimbursement for Diana Mc	\$60.00
RD08-00576	WELLS FARGO #3317 (DISTRICT)	Apple Store.com	\$170.26
RD08-00575	BORRON, BRENDA	Reimbursement	\$88.97
RD08-00574	S & B FOODS	Refreshments for TLC Grant Advisory Comm	\$177.79
RD08-00573	FOUR FRESHMEN, INC.	Reimbursement-Four Freshman	\$130.00
RD08-00572	KIRK, JULIE	Reimbursement for supplies	\$242.57
RD08-00571	SHACKLEFORD, KEITH	CONFERENCE/HS, PE & ATHLETICS DEAN	\$870.78
RD08-00570	FAIN, TRISH	CALIF. COMM. COL CHANCELLORS OFFICE DSPTS	\$627.80
RD08-00559	DEETER, DARRELL	Reimbursement	\$77.15
RD08-00558	REALISTA, KATE	Reimbursement	\$133.62
RD08-00557	LEE, STEVE	Conference reimbursement	\$60.00
RD08-00556	TASH, STEVEN	TYCA-WEST Conference	\$264.00
RD08-00555	ROGERS-CLOUD ROBIN	National Watercolor Society Demonstratio	\$183.00
RD08-00554	BARTLETT, SARA	Inner IDEA Pilates,Yoga,Mind-Body,Wellne	\$300.00
RD08-00553	OC SHERIFF/CORONER	BOOKING AND DETENTION TRAINING	\$60.00
RD08-00552	BANDER, CAROL	Workshop: Orange County CATESOL	\$34.00
RD08-00551	LOVETT, MARGOT	African Studies Association Annual Meeti	\$750.00
RD08-00550	BUDDY'S ALL STARS INC.	Men's and Women's golf team uniform supp	\$1,832.27
RD08-00549	S & B FOODS	Refreshments for Chancellor's Emeritus A	\$33.83
RD08-00548	SERBAN, ANDREEA	Travel expenses for Andreea Serban	\$606.80
RD08-00547	WELLS FARGO #2078 (DIST TRAVL)	OC Workforce Rpt Conference	\$50.00
RD08-00546	MIDWEST LIBRARY SERVICE	Pay for books.	\$302.92
RD08-00545	U.S. POSTMASTER	payment for postage shortage Fall 2007	\$79.56
RD08-00544	PHANEUF, JIM	Reimbursement for Server Room Fan	\$249.12
RD08-00543	GRAY, DONNA	Reimburse:DGray,Materials-Sat.HD131 clas	\$105.00
RD08-00542	D'LENA, BRANDYE	AIRLINE TRAVEL	\$442.80
RD08-00541	CAMACHO, TERESA	Conf. Attendance - Teresa Camacho	\$558.21
RD08-00540	SPAR, CONSTANCE CAPUTO	Reimbursement to Constance E. Caputo Spa	\$3,701.73
RD08-00539	KINDER, KEN	Reimbursement-Ken Kinder	\$30.00
RD08-00538		PALLET RACKING FOR COX BLDG.	\$.00
RD08-00537	FASELER, SHANNON	Reimbursement	\$.00
RD08-00536	ASSN OF CALIF NURSE LEADERS	CONFERENCE FOR TAMERA RICE	\$.00
RD08-00535	LICITRA, JOHN	UC Conference Reimbursement for John Lic	\$60.00
RD08-00534	VIDEOMAKER MAGAZINE	Magazine subcription for trade magazine	\$.00

BOARD OF TRUSTEES CONFIRMING REQUISITION LISTING

-v4.2

Req. #	Vendor Name	Description	Total Cost
RD08-00533		CONFERENCE FOR KATHLEEN WINSTON	\$.00
RD08-00532	BAKER & TAYLOR ENTERTAINMENT	Library DVDs per Tom Weisrock request	\$695.02
RD08-00531	S & B FOODS	CARE In-service Workshop	\$.00
RD08-00530	ACTT	CELSA ATB Technical Manual	\$18.37
			=====
			\$2,331,132.09

TO: Board of Trustees
FROM: Dr. Raghu P. Mathur, Chancellor
RE: SOCCCD: Payment of Bills
ACTION: Approval

BACKGROUND

In accordance with the provisions of Article 4 of Chapter 8 of the California Education Code, Sections 85230-36, inclusive, vendor check listings are submitted at each meeting for the approval of the Board of Trustees

STATUS

Checks Nos. 063924 through 064679, processed through the Orange County Department of Education, totaling \$6,887,275.40; Checks Nos. 009039 through 009062, processed through Saddleback College Community Education, totaling \$195,019.94; and Check Nos. 008351 through 008356, processed through Irvine Valley College Community Education, totaling \$8,812.60 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 #063924 and 064679

S	Check #	Check Dt	Company Name	Check Amount	Description
Q	063924	9/05/07	OBJET GEOMETRIES INC.	\$39,066.70	DMP Equipment for ATEP
Q	063925	9/05/07	ACBO	\$285.00	Attend ACBO Fall 2007 Conference
Q	063926	9/05/07	AMERICAN EXPRESS	\$3,250.80	AIRLINE TRAVEL
Q	063927	9/05/07	CCCEOPSA	\$475.00	Conference attendance reimbursement
Q	063928	9/05/07	CCCEOPSA	\$475.00	Conference Reimbursement
Q	063929	9/05/07	CCCEOPSA	\$475.00	Conference attendance reimbursement
Q	063930	9/05/07	CCCEOPSA	\$475.00	Conference attendance reimbursement
Q	063931	9/05/07	DARRELL DEETER	\$392.00	North American Council of Automotive Teachers Conf
Q	063932	9/05/07	HOTEL VALENCIA SANTANA ROW	\$429.00	Attend ACBO Fall 2007 Conference
Q	063933	9/05/07	STEVE KORPER	\$2,081.43	Steve Korper - Training/Workshop in FL (8/18-8/26)
Q	063934	9/05/07	REGION VIII EOPS DIRECTORS	\$720.00	Region VIII CARE Conference Registration
Q	063935	9/05/07	AMIRA A. REZEC	\$1,140.96	CONFERENCE REIMBURSEMENT
Q	063936	9/05/07	ANDREEA SERBAN	\$67.00	Expenses for Andreea Serban
Q	063937	9/05/07	SHOUKA TORABI	\$61.41	Reimbursement for Conference Attendance
Q	063938	9/05/07	TOWN & COUNTRY RESORT HOTEL	\$160.23	CCCEOPSA Conference Attend. for Juanita Baltierra
Q	063939	9/06/07	AT&T/MCI	\$234.59	TELEPHONE/FAX SERVICE FOR ATEP
Q	063940	9/06/07	CITY OF TUSTIN	\$550.00	MCAS SUBLEASE CITY OF TUSTIN
Q	063941	9/06/07	OFFICEMAX CONTRACT INC.	\$2,623.47	Office Max Supply Orders 2007/2008
Q	063942	9/06/07	PARALLAX, INC.	\$5,404.54	ROBOTICS EQUIPMENT
Q	063943	9/06/07	BOB PARRETT CONSTRUCTION	\$37,988.00	FACIA REPAIR
Q	063944	9/06/07	PERFORMANCE SYSTEMS CO.	\$4,500.00	large spray booth for ATEP
Q	063945	9/06/07	YVONNE PRICE	\$20.24	Reimbursement-Yvonne Price
Q	063946	9/06/07	JAMES A. PYLE	\$39.38	Reimbursement for parking hardware.
Q	063947	9/06/07	LARRY RADDEN	\$471.92	Reimbursement Larry Radden
Q	063948	9/06/07	LARRY RADDEN	\$99.97	Reimbursement Larry Radden
Q	063949	9/06/07	RAYVERN LIGHTING SUPPLY CO.	\$2,127.79	ELECTRICAL SUPPLIES
Q	063950	9/06/07	RECONNEX CORPORATION	\$9,500.00	Security Appliance Maint/Support Renewal
Q	063951	9/06/07	RIDDELL ALL AMERICAN	\$5,081.70	Football Supplies
Q	063952	9/06/07	RISO, INC.	\$216.97	Blanket PO to Riso for supplies
Q	063953	9/06/07	RITE WAY TOWEL SERVICE	\$174.04	LAUNDRY FOR NURSING SKILLS LAB
Q	063954	9/06/07	ROOF CONSTRUCTION	\$331,914.60	ROOFING REPLACEMENT - PE COMPLEX
Q	063955	9/06/07	JAMES L. RYNNING	\$500.00	Cash Advance
Q	063956	9/06/07	SARGENT-WELCH LLC	\$1,040.22	CHEMISTRY SUPPLIES
Q	063957	9/06/07	AT&T/MCI	\$526.75	Annual P.O. for telephone service
Q	063958	9/06/07	AT&T	\$50.41	Annual P.O. for telephone service
Q	063959	9/06/07	SCHOOL SERVICES OF CALIFORNIA	\$3,420.00	Renewal/School Services of California
Q	063960	9/06/07	SEHI PROCOMP COMPUTER	\$705.10	ink for copier
Q	063961	9/06/07	SEW TRUE SUPPLY	\$48.95	SEWING SUPPLIES
Q	063962	9/06/07	SHRED-IT	\$115.00	For Shred-it monthly service
Q	063963	9/06/07	SMARDAN SUPPLY - EL MONTE	\$1,382.97	IRRIGATION SUPPLIES
Q	063964	9/06/07	SO CAL ENVIRONMENTAL CLEANING	\$350.00	WATER EXTRACTION - INS. CLAIM
Q	063965	9/06/07	SOCCCD REVOLVING FUND	\$8,093.11	EMISSION FEES
Q	063966	9/06/07	SPECTRUM CHEMICAL MFG. CORP.	\$2,001.68	BIOLOGY SUPPLIES
Q	063967	9/06/07	SPECTRUM CHEMICAL MFG. CORP.	\$896.37	BIOLOGY SUPPLIES
Q	063968	9/06/07	STAR MAINTENANCE SUPPLY	\$1,497.19	JANITORIAL SUPPLIES
Q	063969	9/06/07	STRATA INFORMATION GROUP	\$4,420.00	PAYMENT FOR INFORMATION, TECH & MGT SERVICES
Q	063970	9/06/07	SYSTEMS SOURCE, INC.	\$3,686.13	Tech refresh equipment
Q	063971	9/06/07	TASTE CATERING, INC.	\$618.31	CATERING
Q	063972	9/06/07	TAUBENPOST, INC*	\$1,132.62	Folding and labeling SCLO Fall brochures
Q	063973	9/06/07	UNISOURCE WORLDWIDE INC.	\$1,118.77	NCR paper order
Q	063974	9/06/07	VEOLIA ES TECHNICAL	\$5,315.52	Annual Maintenance Agreement

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #063924 and 064679

S	Check #	Check Dt	Company Name	Check Amount	Description
Q	063975	9/06/07	VERIZON WIRELESS	\$279.33	VERIZON Wireless Aircards for IT & District Execs
Q	063976	9/06/07	VIDEO SERVICE OF AMERICA	\$949.28	AV Supplies
Q	063977	9/06/07	VISTA PAINT	\$354.34	PAINT SUPPLIES
Q	063978	9/06/07	VWR INTERNATIONAL, INC.	\$1,107.09	BIOLOGY GLASSWARE
Q	063979	9/06/07	WARE DISPOSAL CO., INC.	\$176.97	TRASH REMOVAL SERVICES
Q	063980	9/06/07	STEVE WEISS MUSIC	\$2,779.80	Percussion-Competitive Funds
Q	063981	9/06/07	MICHAEL E. WILSON	\$9,919.50	CONSTRUCTION MGMT SERVICES
Q	063982	9/06/07	XEROX CORP.	\$2,687.42	XEROX COPIER MAINTENANCE/USAGE
Q	063983	9/06/07	YALE CHASE MATERIALS	\$27,675.91	FORKLIFT FOR PAC
Q	063984	9/06/07	SPICE OF LIFE	\$2,362.00	Health and Lifestyle Expo2007
Q	063985	9/06/07	GENE WIE	\$20.00	FINGERPRINTING
Q	063986	9/06/07	ACCREDITING COMMISSION FOR	\$14,191.20	Annual membership to ACCJC
Q	063987	9/06/07	AIRGAS WEST	\$117.75	POOL SUPPLIES
Q	063988	9/06/07	AMERICAN MESSAGING	\$14.14	PAGER
Q	063989	9/06/07	BISHOP COMPANY	\$385.10	GROUNDS SUPPLIES
Q	063990	9/06/07	BORDERS & BOOKS	\$49.76	Purchase of book
Q	063991	9/06/07	CHEVRON & TEXACO CARD SVCS.	\$998.15	2007/08 Use of Gasoline by Various Departments
Q	063992	9/06/07	CINTAS CORPORATION	\$45.00	document destruction/paper recycling service
Q	063993	9/06/07	COAST LEARNING SYSTEMS	\$1,200.00	License to Broadcast telecourse
Q	063994	9/06/07	COUNCIL FOR HIGHER EDUCATION	\$501.00	Annual dues - CHEA
Q	063995	9/06/07	BRANDYE D'LENA	\$1,081.62	Candidate-District Dir. of Facilities
Q	063996	9/06/07	JOHN DEERE LANDSCAPES, INC.	\$858.05	IRRIGATION SUPPLIES
Q	063997	9/06/07	RON ELLISON	\$500.00	Cash Advance
Q	063998	9/06/07	HARCOURT ASSESSMENT, INC.	\$810.31	Assessment Test Documents
Q	063999	9/06/07	EXCELSIOR ELEVATOR CORPORATION	\$650.00	ANNUAL ELEVATOR MAINTENANCE SERVICE
Q	064000	9/06/07	FERGUSON ENTERPRISES, INC.	\$267.44	PLUMBING SUPPLIES
Q	064001	9/06/07	FISHER SCIENTIFIC	\$1,106.24	MICROSCOPE FOR PHLEBOTOMY
Q	064002	9/06/07	THE FOUR FRESHMEN, INC.	\$3,750.00	SCLO Artists/Technicians Fees
Q	064003	9/06/07	MODSPACE	\$317,410.53	CONSTRUCTION OF INCREMENT 2
Q	064004	9/06/07	C.E.M. LAB CORP.	\$6,644.00	AGRMT FOR BUS.& TECHN.INNOV.CTR.
Q	064005	9/06/07	DEWEY'S APPLIANCES	\$1,125.99	KITCHEN APPLIANCES
Q	064006	9/06/07	DUMARC CORPORATION	\$216,272.35	BID 284
Q	064007	9/06/07	FRED'S COLORTILE	\$1,235.70	CARPET FOR SSC140
Q	064008	9/06/07	HALL & FOREMAN, INC.	\$1,520.00	CLOSE OUT, PUNCH LIST AND SURVEY FOR ATEP
Q	064009	9/06/07	HERK EDWARDS	\$15,516.00	BID 270 PKG. 12-1
Q	064010	9/06/07	MNZ JANITORIAL SERVICES, INC.	\$2,530.00	PROVIDE ADDITIONAL CLEANING FOR CAMPUS OPENING
Q	064011	9/06/07	PARALLELS, INC.	\$2,039.75	SOFTWARE FOR ATEP LABS
Q	064012	9/06/07	PENN CORPORATE RELOCATION	\$33,020.00	BGS FURNITURE STORAGE
Q	064013	9/06/07	RJM DESIGN GROUP, INC.	\$405.94	LANDSCAPE ARCHITECT SERVICES
Q	064014	9/06/07	SARS SOFTWARE PRODUCTS, INC.	\$4,320.00	RENEWAL OF SARS SUPPORT
Q	064015	9/07/07	KIMBERLY VOLMER	\$20.00	FINGERPRINTING
Q	064016	9/07/07	ABC ICE HOUSE	\$29.73	SUPPLIES
Q	064017	9/07/07	ACHRO/EEO	\$200.00	ACHRO/EEO Inst. Mbrship.
Q	064018	9/07/07	JAMES ALBERT SCHOOL OF	\$25,534.14	Blanket PO to pay for cosmetology classes for summ
Q	064019	9/07/07	ALBERTSONS INC	\$190.83	Groceries for Foods Lab (summer)
Q	064020	9/07/07	C.T.I./VALUELINE	\$211.73	DRAFTING SUPPLIES
Q	064021	9/07/07	B & K WHOLESALE ELECTRIC	\$166.88	HVAC SUPPLIES
Q	064022	9/07/07	JANET BAGWELL	\$60.00	Employee Enrollment Fee Reimbursement Request
Q	064023	9/07/07	DICK BLICK	\$761.54	ART SUPPLIES
Q	064024	9/07/07	BUDDY'S ALL STARS	\$1,965.36	Women's Volleyball supplies
Q	064025	9/07/07	CARD INTEGRATORS CORPORATION	\$3,512.24	District Services ID Cards

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #063924 and 064679

S	Check #	Check Dt	Company Name	Check Amount	Description
Q	064026	9/07/07	CLARK SECURITY PRODUCTS INC.	\$1,098.64	OPEN P.O. FOR SUPPLIES
Q	064027	9/07/07	DELL MARKETING L.P.	\$3,274.04	Monitors for edit systems
Q	064028	9/07/07	EAGLE COMMUNICATIONS	\$175.96	RADIO REPAIRS
Q	064029	9/07/07	FISHER SCIENTIFIC	\$122.67	CHEMISTRY SUPPLIES
Q	064030	9/07/07	BRUCE FREDENBURG, LMFT	\$1,080.00	Workshop Presenter
Q	064031	9/07/07	SCHOOL SPECIALTY INC.	\$123.05	BIOLOGY SUPPLIES
Q	064032	9/07/07	BLACK CORAL HAWAII WHOLESALE	\$125.00	AQUARIUM SUPPLIES AND MAINTENANCE
Q	064033	9/07/07	DAIRY DEPOT	\$45.70	NUTRITIONAL MILK AND DAIRY SUPPLIES
Q	064034	9/07/07	FIELD'S PIANOS & ORGANS	\$244,295.39	BID 291-MUSICAL INSTRUMENTS
Q	064035	9/07/07	AMERICAN ACADEMY OF NURSING	\$525.00	CONFERENCE FOR KATHLEEN WINSTON
Q	064036	9/07/07	CALIFORNIA COMMUNITY COLLEGE	\$85.00	Conference attendance
Q	064037	9/07/07	JW MARRIOTT	\$984.70	CONFERENCE FOR KATHLEEN WINSTON
Q	064038	9/07/07	AMIRA A. REZEC	\$109.04	CONFERENCE REIMBURSEMENT
Q	064039	9/07/07	GALE SUPPLY COMPANY	\$1,749.59	CUSTODIAL SUPPLIES
Q	064040	9/07/07	GALLS INC.	\$425.27	Uniforms
Q	064041	9/07/07	GANDER-PRINTCO	\$116.37	New Biz Cards for Tracy Daly.
Q	064042	9/07/07	GRACE GARCIA	\$21.34	MILEAGE
Q	064043	9/07/07	KORI LEE GARNER	\$31.90	MILEAGE
Q	064044	9/07/07	DIANNE GRAEBNER	\$500.00	Cash Advance
Q	064045	9/07/07	W. W. GRAINGER	\$467.99	MAINT. SUPPLIES
Q	064046	9/07/07	GRAYBAR ELECTRIC CO.	\$45.60	ELECTRICAL SUPPLIES
Q	064047	9/07/07	GUITAR CENTER	\$317.86	DIGIDESIGN MBOX 2 MINI
Q	064048	9/07/07	HARBOR FREIGHT TOOLS CO.	\$125.21	OPEN P.O. FOR SUPPLIES
Q	064049	9/07/07	HARDY DIAGNOSTICS	\$1,881.34	MICROBIOLOGY SUPPLIES
Q	064050	9/07/07	HOME DEPOT CREDIT SERVICES	\$2,658.62	MAINT/GROUNDS/CUST. SUPPLIES
Q	064051	9/07/07	HOME DEPOT CREDIT SERVICES	\$1,019.26	PO for Maintenance and Equip. Repair Supplies
Q	064052	9/07/07	HORIZON	\$911.42	GROUND SUPPLIES
Q	064053	9/07/07	HYDRO-SCAPE PRODUCTS, INC.	\$2,265.93	IRRIGATION SUPPLIES
Q	064054	9/07/07	IRVINE RANCH WATER DIST.	\$23.19	WATER SERVICE
Q	064055	9/07/07	IRVINE RANCH WATER DIST.	\$104.15	WATER SERVICE
Q	064056	9/07/07	IRVINE RANCH WATER DIST.	\$132.19	WATER SERVICE
Q	064057	9/07/07	IRVINE RANCH WATER DIST.	\$181.08	WATER SERVICE
Q	064058	9/07/07	IRVINE RANCH WATER DIST.	\$2,187.89	Annual Water Service
Q	064059	9/07/07	IRVINE RANCH WATER DIST.	\$99.95	Annual Water Service
Q	064060	9/07/07	IRVINE RANCH WATER DIST.	\$4,743.59	Annual Water Service
Q	064061	9/07/07	IRVINE RANCH WATER DIST.	\$1,473.40	Annual Water Service
Q	064062	9/07/07	IRVINE RANCH WATER DIST.	\$491.50	Annual Water Service
Q	064063	9/07/07	IRVINE VALLEY COLLEGE BOOKSTOR	\$4,506.88	Books for the EOPS bookloan program
Q	064064	9/07/07	IRVINE VALLEY COLLEGE BOOKSTOR	\$212.81	Books for the EOPS bookloan program
Q	064065	9/07/07	BICHTUYEN JENSEN	\$33.56	MILEAGE
Q	064066	9/07/07	JUST EQUIPMENT CO.	\$75.00	Advertising expense
Q	064067	9/07/07	KAPLAN EARLY LEARNING COMPANY	\$1,182.84	Furniture for Child Dev. Ctr.
Q	064068	9/07/07	KATHCO PRODUCTS	\$252.78	JANITORIAL SUPPLIES
Q	064069	9/07/07	KIRK	\$292.48	Paper to make copies
Q	064070	9/07/07	KNORR SYSTEMS, INC.	\$96.37	POOL SUPPLIES
Q	064071	9/07/07	LAB SAFETY SUPPLY CO.	\$9.42	CHEMISTRY SUPPLIES
Q	064072	9/07/07	LAGUNA HILLS NURSERY	\$79.43	Instructional Supplies
Q	064073	9/07/07	LAGUNA MUFFLER SERVICE	\$212.40	TRANS. SUPPLIES
Q	064074	9/07/07	TONI LAKOW	\$12.32	MILEAGE
Q	064075	9/07/07	LAPES ATHLETIC TEAM SALES, INC.	\$424.10	BASEBALLS FOR IVC BASEBALL PROGRAM
Q	064076	9/07/07	LASERCYCLE USA	\$783.32	OPEN PO FOR LASERCYCLE USA PRINTER SERVICE

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #063924 and 064679

S	Check #	Check Dt	Company Name	Check Amount	Description
Q	064077	9/07/07	DIANE LEWIS	\$457.24	SCLO Costume shop
Q	064078	9/07/07	LIEBERT CASSIDY WHITMORE	\$2,646.40	Attorney Services FY 2007/2008
Q	064079	9/07/07	LIGHTWAVE TECHNOLOGIES, INC.	\$5,400.00	Marketing CACT Optics Courses
Q	064080	9/07/07	M & M BOYS, INC.	\$7.92	IRRIGATION SUPPLIES
Q	064081	9/07/07	LORI MANGELS	\$86.23	MILEAGE
Q	064082	9/07/07	THE MASTER TEACHER, INC.	\$238.70	Subscription/Professor in the Classroom
Q	064083	9/07/07	MC KESSON MEDICAL SURGICAL	\$314.42	Medical Supplies
Q	064084	9/07/07	CURTIS L. MC LENDON	\$54.48	REIMBURSEMENT
Q	064085	9/07/07	SEAN MC MULLEN	\$500.00	Cash Advance
Q	064086	9/07/07	THE MICROSCOPE STORE	\$267.95	HORTICULTURE EQUIPMENT
Q	064087	9/07/07	MARCIA MILCHIKER	\$692.78	MMILCHIKER INTERNET 06/07
Q	064088	9/07/07	MOULTON-NIGUEL WATER DIST.	\$14,841.53	Billing for Moulton-Niguel water services
Q	064089	9/07/07	BETH MUELLER	\$27.64	MILEAGE
Q	064090	9/07/07	THE NATURE CONSERVANCY	\$16,000.00	FEES
Q	064091	9/07/07	NURSERY MAID	\$1,928.51	EQUIPMENT FOR CDES
Q	064092	9/07/07	ORANGE CO. AUDITOR-CONTROLLER	\$4,075.00	SURCHARGE ON CITATIONS
Q	064093	9/07/07	ORANGE CO. AUDITOR-CONTROLLER	\$3,135.00	Annual Maintenance Agreement
Q	064094	9/07/07	ORANGE CO. HEALTH CARE AGENCY	\$3,503.00	FEES
Q	064095	9/07/07	ORANGE COUNTY PRINTING CO.	\$4,868.66	BIKE BOTTLE
Q	064096	9/07/07	ORANGE COUNTY REGISTER	\$4,536.18	ADVERTISING
Q	064097	9/07/07	ORANGE COUNTY REGISTER	\$1,796.92	Monthly ad insertions in the OC Register.
Q	064098	9/07/07	OCE-USA, INC.	\$2,031.43	Annual Maintenance Agreement
Q	064099	9/07/07	OCE-IMAGISTICS	\$761.13	FAX TONER
Q	064100	9/07/07	OCPC MAGAZINE	\$3,738.00	OCPC June through Nov. ad order2007
Q	064101	9/07/07	ONESOURCE DISTRIBUTORS, INC.	\$1,628.86	ELECTRICAL SUPPLIES
Q	064102	9/07/07	ORACLE CORPORATION,ATTN: OAI	\$310.75	Oracle Calendar Software Updates and Support
Q	064103	9/07/07	DONNA PRIBYL	\$71.73	MILEAGE
Q	064104	9/07/07	NORMA YANNI	\$22.55	MILEAGE
Q	064105	9/07/07	JACQUELINE ZIMBALIST	\$24.64	MILEAGE
Q	064106	9/07/07	KATHCO PRODUCTS	\$759.29	SUPPLIES FOR THE CENTER
Q	064107	9/07/07	NEUDESIC, LLC	\$21,996.00	Student Information System, Contracted Services
Q	064108	9/12/07	ACSIG/EDGE	\$36,067.68	Vision Services FY 07/08 Fund 01
Q	064109	9/12/07	ACSIG/EDGE	\$108,757.80	Delta Dental FY 07/08 Fund 01
Q	064110	9/12/07	HYATT LEGAL	\$5,927.60	Hyatt Legal Benefits
Q	064111	9/12/07	PACIFICARE BEHAVIORAL HEALTH	\$2,905.98	Pacificare Behavioral FY 07/08 Fund 01
Q	064112	9/12/07	PRINCIPAL LIFE INSURANCE	\$30,196.45	Long-Term Disability Benefits for 2007-2008 FY
Q	064113	9/12/07	PRINCIPAL LIFE INSURANCE	\$28,192.40	Life Insurance Benefits 2007/2008 FY
Q	064114	9/12/07	SISC III HEALTH BENEFITS	\$831,921.28	SISC (PPO)-Benefits FY 2007/08 Fund 01
Q	064115	9/12/07	UNUM LIFE INSURANCE COMPANY	\$2,182.14	UNUM LTC FY 2007/08
Q	064116	9/12/07	UNUM LIFE INSURANCE COMPANY	\$6,729.20	UNUM LTC FY 2007/08
Q	064117	9/12/07	ACSIG/EDGE	\$10,376.65	Delta Dental FY 07/08 Fund 71
Q	064118	9/12/07	ACSIG/EDGE	\$3,441.24	Vision Services FY 07/08 Fund 07
Q	064119	9/12/07	SISC III HEALTH BENEFITS	\$174,806.10	Blue Shield (Retiree) Benefits FY 2007/08
Q	064120	9/12/07	ACHRO/EEO	\$15.00	Reim. Conf/J. Cha/ACHRO Conf.
Q	064121	9/12/07	ACHRO/EEO	\$15.00	Reim. Conf/S. Jeffries/ACHRO
Q	064122	9/12/07	ACHRO/EEO	\$15.00	Reim. Conf-T. Lakow/ACHRO
Q	064123	9/12/07	ACHRO/EEO	\$15.00	Conf-T. Lorch/ACHRO
Q	064124	9/12/07	ACHRO/EEO	\$15.00	ACHRO TRAINING INSTITUTE - R.KING
Q	064125	9/12/07	ACHRO/EEO	\$15.00	Reim. Conf-R. Ramirez/ACHRO
Q	064126	9/12/07	ACHRO/EEO	\$15.00	Reim. Conf-S.Wyche/ACHRO
Q	064127	9/12/07	BENNETT, KENN	\$500.00	Conf.Reimb-Staff Development Activity

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #063924 and 064679

S	Check #	Check Dt	Company Name	Check Amount	Description
Q	064128	9/12/07	LARRY RADDEN	\$733.34	Reimbursement-Larry Radden
Q	064129	9/12/07	A & M COMMERCIAL SWEEPING, INC	\$300.00	STREET SWEEPING FOR SCHOOL OPENING
Q	064130	9/12/07	A.C. LIGHTING INC.	\$4,774.22	Lighting Controls for IPAC
Q	064131	9/12/07	AMERICAN GEOTECHNICAL	\$5,715.80	PROVIDE GEOTECH OBSERVATION DURING CONSTRUCTION
Q	064132	9/12/07	BLACK SHEEP	\$63,411.06	CURTAINS AND LIGHTING
Q	064133	9/12/07	C.W. DRIVER CONTRACTORS, INC.	\$22,579.20	IVC THEATER CONSTR. MGMT.
Q	064134	9/12/07	C.E.M. LAB CORP.	\$6,552.00	AGRMT FOR BUS. & TECHN.INNOV.CTR.
Q	064135	9/12/07	DSE ARCHITECTURE, INC.	\$19,977.50	FOR BGS MOLD PROJECT
Q	064136	9/12/07	FIRST ENTERPRISE BANK	\$41,442.50	BID 279, PKG. L, PLASTER, BUS & TECH.INNOV.CTR.
Q	064137	9/12/07	GILBERT & STEARNS, INC.	\$53,460.00	EXTERIOR LIGHTING
Q	064138	9/12/07	gkkworks	\$47,566.99	Schematic Design Services Utt Library Renovation
C	064139	9/12/07	GROUND ENGINEERING	\$-6,970.00	SHOP FABRICATION INSPECTION
Q	064140	9/12/07	HARBOR CONSTRUCTION CO., INC.	\$653,134.00	BID 1060
Q	064141	9/12/07	JOYCE INSPECTION & TESTING	\$6,160.00	INSPECTOR OF RECORD SERVICES
Q	064142	9/12/07	LPA, INC.	\$3,588.70	ARCHITECTURAL FEES
Q	064143	9/12/07	R2A ARCHITECTURE	\$14,888.91	NEW RESTROOMS FOR MCKINNEY THEATER ARCHITECT
Q	064144	9/12/07	TROXELL COMMUNICATIONS, INC.	\$4,415.60	EQUIPMENT
Q	064145	9/12/07	UNITED SITE SERVICES	\$179.38	FENCE RENTAL FOR BUSINESS & TECH PROJECT
Q	064146	9/12/07	USS CAL BUILDERS, INC.	\$372,982.50	BID 279, PKG. L, PLASTER, BUS & TECH.INNOV.CTR.
Q	064147	9/12/07	WELLS FARGO BANK	\$72,571.00	BID 1060
Q	064148	9/12/07	ZIMKOR INDUSTRIES, INC	\$266,135.40	BID 279, PKG.F, BUS & TECH CTR.
Q	064149	9/13/07	AT&T	\$59.14	MMILCHIKER CELL PHONE SVC 2007-08
Q	064150	9/13/07	AT&T/MCI	\$312.83	TELEPHONE/FAX SERVICE FOR ATEP
Q	064151	9/13/07	OFFICEMAX CONTRACT INC.	\$9,101.84	Office Max Supply Orders 2007/2008
Q	064152	9/13/07	PACIFIC CLIPPINGS	\$60.17	Press clippings
Q	064153	9/13/07	J.W. PEPPER & SON, INC.	\$117.02	Choral Music department
Q	064154	9/13/07	PHOENIX KIOSK	\$6,360.00	Tech Refresh: Kiosk for SSC & PAC
Q	064155	9/13/07	POWERTRON BATTERY CO.	\$947.43	RADIO BATTERIES
Q	064156	9/13/07	PRAXAIR	\$37.71	Praxair
Q	064157	9/13/07	PRESCOTT HARDWARE/SHEET METAL	\$189.44	MAINT. SUPPLIES
Q	064158	9/13/07	QUEST DIAGNOSTICS	\$312.95	Blanket for Quest
Q	064159	9/13/07	QUICK CAPTION	\$224.00	Captioning services for Disabled Students
Q	064160	9/13/07	QUINN RENTAL SERVICES	\$913.56	LIFT
Q	064161	9/13/07	RALPHS GROCERY COMPANY	\$137.35	Produce, grocery items, cleaning supplies, etc.
Q	064162	9/13/07	RAYVERN LIGHTING SUPPLY CO.	\$4,405.16	ELECTRICAL SUPPLIES
Q	064163	9/13/07	ROSS SYSTEMS, INC.	\$5,505.38	Maintenance Renewal for Hot Spare Test Server
Q	064164	9/13/07	THE RP GROUP	\$350.00	Annual institutional membership fee for RP Group
Q	064165	9/13/07	S & B FOODS	\$2,000.00	Food Vouchers for CARE students
Q	064166	9/13/07	SAMY'S CAMERA	\$1,017.70	film
Q	064167	9/13/07	SAN DIEGO GAS & ELECTRIC	\$1,912.51	Electric Service Billing for SDG&E
Q	064168	9/13/07	AT&T/MCI	\$1,605.10	Annual P.O. for telephone service
Q	064169	9/13/07	AT&T/MCI	\$59.39	Annual P.O. for telephone service
Q	064170	9/13/07	AT&T	\$1,702.01	Annual P.O. for telephone service
Q	064171	9/13/07	SCHLAIFER'S ENAMELING	\$331.79	ART SUPPLIES
Q	064172	9/13/07	SECURE-IT	\$94.94	Security plates
Q	064173	9/13/07	HELENE SHOTWELL	\$120.00	Workshop Presenter
Q	064174	9/13/07	SIGMA ALDRICH CHEMICAL CO.	\$253.32	MICROBIOLOGY CHEMICALS
Q	064175	9/13/07	SNYDER MANUFACTURING CORP.	\$151.73	TRANSPORTATION SUPPLIES
Q	064176	9/13/07	SOUTHERN CALIFORNIA EDISON CO.	\$4,408.56	ELECTRIC SERVICE ATEP
Q	064177	9/13/07	SOUTHERN CALIFORNIA EDISON CO.	\$141.53	ELECTRIC SERVICE ATEP
C	064178	9/13/07	SOUTH ORANGE COUNTY COMMUNITY	\$-182.19	Reimburse Payroll Acct.

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #063924 and 064679

S	Check #	Check Dt	Company Name	Check Amount	Description
Q	064179	9/13/07	SOMA TECHNOLOGY, INC.	\$4,125.00	INFANT WARMER AND INCUBATOR
Q	064180	9/13/07	CONSTANCE E. CAPUTO SPAR	\$3,701.73	Reimbursement to Constance E. Caputo Spar
Q	064181	9/13/07	SPECTRUM CHEMICAL MFG. CORP.	\$2,055.27	CHEMISTRY SUPPLIES
Q	064182	9/13/07	SPORTS ATTACK	\$158.05	Hack Attack Balls
Q	064183	9/13/07	STAR MAINTENANCE SUPPLY	\$310.75	JANITORIAL SUPPLIES
Q	064184	9/13/07	W.B. STARR, INC.	\$4,850.00	CONTRACT SERVICES
Q	064185	9/13/07	SYSTEMS SOURCE, INC.	\$237.05	Ergo Keyboard-Payroll Staff
Q	064186	9/13/07	TICKETCRAFT	\$1,375.46	Ticket Printing
Q	064187	9/13/07	TUSTIN LOCK & SAFE	\$100.32	KEYS FOR CHEMISTRY LABS
Q	064188	9/13/07	U.S. POSTAL SERVICE	\$79.56	payment for postage shortage Fall 2007
Q	064189	9/13/07	UC REGENTS	\$186.61	BOOKS FOR N172
Q	064190	9/13/07	UNIQUE MANAGEMENT SERVICES	\$189.05	Book Collection Service
Q	064191	9/13/07	VICENTI, LLOYD & STUTZMAN LLP	\$5,154.75	Auditing Services for FYE 6/30/07
Q	064192	9/13/07	VWR INTERNATIONAL, INC.	\$125.08	CHEMISTRY SUPPLIES
Q	064193	9/13/07	WALTERS VISTA	\$943.95	OPEN P.O. FOR SUPPLIES
Q	064194	9/13/07	WARD'S NATURAL SCIENCE	\$510.35	BIOLOGY SUPPLIES
Q	064195	9/13/07	WARE DISPOSAL CO., INC.	\$6,140.52	GREENWASTE
Q	064196	9/13/07	WEST-LITE SUPPLY CO.	\$507.07	ELECTRICAL SUPPLIES
Q	064197	9/13/07	WESTERN FARM SUPPLY	\$1,239.99	GROUPS SUPPLIES
Q	064198	9/13/07	DOUGLAS WESTLAKE	\$435.00	Repair of Pianos
Q	064199	9/13/07	WORLD FUTURE SOCIETY	\$49.00	FUTURIST MAGAZINE
Q	064200	9/13/07	XEROX CORP.	\$799.77	PO for DocuTech 6135
Q	064201	9/13/07	XEROX CORP.	\$14,209.55	PO for DocuTech 6135
Q	064202	9/13/07	XEROX CORP.	\$4,755.12	Lease/Maintenance for Satellite Copiers
Q	064203	9/13/07	YALE CHASE MATERIALS	\$1,862.26	TECH REFRESH EQUIPMENT
Q	064204	9/13/07	NINA M. YAMASAKI	\$315.00	Workshop Presentation
Q	064205	9/13/07	RALPHS GROCERY COMPANY	\$517.87	NUTRITIONAL FOOD AND SUPPLIES
Q	064206	9/13/07	ROCKVIEW FARMS	\$250.62	milk delivery for Center
Q	064207	9/13/07	US FOODS	\$787.10	food and supplies for CDC
Q	064208	9/13/07	OFFICEMAX CONTRACT INC.	\$7.57	Office Max Supply Orders 2007/2008
C	064209	9/13/07	SO. ORANGE CO. COMM. COL. DIST	\$-2,023.60	Reimburse SOCCCD Checking
Q	064210	9/13/07	JASON BLANK	\$20.00	FINGERPRINTING
Q	064211	9/13/07	SALLY LEONARD	\$25.00	FINGERPRINTING
Q	064212	9/13/07	KIM D'ARCY	\$20.00	FINGERPRINTING
Q	064213	9/13/07	GORDON RICHUSA	\$20.00	FINGERPRINTING
Q	064214	9/13/07	AAA ACCESS SMOG	\$50.00	SMOG TESTING
Q	064215	9/13/07	ACTT	\$501.00	CELSA ATB Technical Manual
Q	064216	9/13/07	ADCLUB ADVERTISING SERVICE	\$4,568.75	Recruitment/Advertising for SOCCCD
Q	064217	9/13/07	AGILE360	\$998.00	Vizioncore Software Licenses
Q	064218	9/13/07	AIRGAS WEST	\$287.52	POOL SUPPLIES
Q	064219	9/13/07	ALLSCRIPTS, INC	\$300.73	vaccines needed for students
Q	064220	9/13/07	AMAZON.COM	\$354.65	Instructional Supplies- Read.Lab.
Q	064221	9/13/07	AMAZON.COM	\$129.36	Dictionaries for Humanities Ctr
Q	064222	9/13/07	AMAZON.COM	\$48.00	Book for Joey Sellers
Q	064223	9/13/07	AmbironTrustWave	\$675.00	PCI Compliance Validation Services Renewal
Q	064224	9/13/07	ARAMARK UNIFORM SERVICES	\$71.11	SHOP RAGS
Q	064225	9/13/07	BAKER & TAYLOR	\$645.03	Library DVDs per Tom Weisrock request
Q	064226	9/13/07	KRISTEN BUSH	\$1,376.00	Consulting Services: Web Development & Maint.
Q	064227	9/13/07	CAAHEP	\$450.00	Institutional Fee for Paramedic/EMT
Q	064228	9/13/07	COMMUNITY COLLEGE LEAGUE OF	\$863.70	Online database renewal.
Q	064229	9/13/07	CENTRAL MAINE COMMUNITY COLL.	\$4,830.90	Payment on NSF Subaward - Central Maine Comm Coll

WARRANT REGISTER LISTING

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #063924 and 064679

S	Check #	Check Dt	Company Name	Check Amount	Description
Q	064230	9/13/07	CHARCOAL MASTER INT'L, INC.	\$75.00	Serviced Water Cooler
Q	064231	9/13/07	CHEMSEARCH	\$800.87	GROUNDS SUPPLIES
Q	064232	9/13/07	CINTAS CORPORATION	\$31.93	RENTAL SERVICE AGREEMENT
Q	064233	9/13/07	COACH AMERICA	\$2,184.59	Athletic Team Transportation
Q	064234	9/13/07	COACHCOMM	\$3,397.54	Football Equipment
Q	064235	9/13/07	COASTLINE FOUNDATION/API CNCL	\$200.00	MEMBERSHIP DUES 2007-08
Q	064236	9/13/07	COMMERCIAL LANDSCAPE SUPPLY	\$2,646.41	GROUNDS SUPPLIES
Q	064237	9/13/07	COX COMMUNICATIONS	\$4,340.28	COX Communications Intercampus WAN service
Q	064238	9/13/07	COX MEDIA, INC.	\$7,326.10	Advertising
Q	064239	9/13/07	D4 SOLUTIONS INC.	\$603.15	CONTRACT SERVICES FOR ATAS DYNO MACHINE
Q	064240	9/13/07	TRACY DALY	\$240.00	Reimbursement for NCMPR Awards entry.
Q	064241	9/13/07	DARRELL DEETER	\$77.15	Reimbursement
Q	064242	9/13/07	DELL MARKETING L.P.	\$37,507.31	Tech Refresh computers
Q	064243	9/13/07	DUNN-EDWARDS CORPORATION	\$5,616.00	FIELD PAINT
Q	064244	9/13/07	EAGLE ONE GOLF PRODUCTS, INC.	\$1,745.55	PAYMENT FOR GOLF COURSE PRODUCTS
Q	064245	9/13/07	EXPERIAN	\$75.00	Contract Svcs from Experian
Q	064246	9/13/07	FERGUSON ENTERPRISES, INC.	\$229.11	PLUMBING SUPPLIES
Q	064247	9/13/07	FRAZEE INDUSTRIES, INC.	\$195.61	PAINT/SUPPLIES
Q	064248	9/13/07	SAMUEL FRENCH	\$275.00	Royalty Fees Pay in Advance
Q	064249	9/13/07	AMERICAN SCREEN & WINDOW	\$28,098.15	ATEP BLINDS
Q	064250	9/13/07	LINA CROISSETTE	\$600.00	Reimburse Lina Croisette for Plan 65 (PPO)
Q	064251	9/13/07	RIDDELL ALL AMERICAN	\$432.95	Football Helmets
Q	064252	9/13/07	SAFEWAY INC/PAVILIONS	\$139.49	Groceries for Foods Lab (summer/fall)
Q	064253	9/13/07	SADDLEBACK GOLF DRIVING RANGE	\$3,319.60	Golf Supplies
Q	064254	9/13/07	SCANTRON CORPORATION	\$6,100.60	Software Maintenance Agreement - Class Climate
Q	064255	9/13/07	VIDEOMAKER MAGAZINE	\$10.00	Trade magazine subscription
Q	064256	9/14/07	JOANNE RATKOVICH	\$20.00	FINGERPRINTING
Q	064257	9/14/07	DICK BLICK	\$188.76	ART SUPPLIES
Q	064258	9/14/07	DR. GEORGE R. BOGGS	\$669.80	Honorarium/George Boggs
Q	064259	9/14/07	BUDDY'S ALL STARS	\$1,832.27	Men's and Women's golf team uniform supplies
Q	064260	9/14/07	CARD INTEGRATORS CORPORATION	\$695.00	ID SOFTWARE & CARD SYSTEM EXTENDED WARRANTY
Q	064261	9/14/07	CHROMATE CORPORATION	\$225.44	HVAC SUPPLIES
Q	064262	9/14/07	THE CHRONICLE OF HIGHER	\$82.50	Subscription renewal for Chronicle of Higher Ed.
Q	064263	9/14/07	COMMERCIAL LANDSCAPE SUPPLY	\$1,635.65	GROUNDS SUPPLIES
Q	064264	9/14/07	COMMITTEE ON ACCREDITATION OF	\$950.00	Annual Accreditation Fee for 2007-2008
Q	064265	9/14/07	COMMITTEE ON ACCREDITATION OF	\$500.00	Evaluation Fee for PM Accreditation
Q	064266	9/14/07	COMPUTERLAND	\$116.67	SOUND FORGE 9 SOFTWARE UPGRADE
Q	064267	9/14/07	COPYNET OFFICE SOLUTIONS, INC	\$409.00	Maint. for Copystar
Q	064268	9/14/07	SUSAN CORUM	\$150.00	Reimburse:S.Corum-Dean's Retreat Expense
Q	064269	9/14/07	DAY & NIGHT DOOR SERVICE, INC	\$4,988.60	Purchase & Installation of Rolling Steel Doors
Q	064270	9/14/07	THE FOUR FRESHMEN, INC.	\$130.00	Reimbursement-Four Freshman
Q	064271	9/14/07	LAURA ABRAMS	\$25.34	mileage
Q	064272	9/14/07	LINDA BASHOR	\$45.31	MILEAGE
Q	064273	9/14/07	LUCY BROWN	\$26.62	MILEAGE
Q	064274	9/14/07	TRACY DALY	\$107.24	MILEAGE
Q	064275	9/14/07	GANDER-PRINTCO	\$487.03	Window Envelopes
Q	064276	9/14/07	GARTNER GROUP, INC.	\$20,870.67	Specialized consulting services for IT
Q	064277	9/14/07	GEMPLER'S	\$260.20	HORTICULTURE SUPPLIES
Q	064278	9/14/07	GOLF VENTURES WEST	\$224.90	MOWER/CART PARTS
Q	064279	9/14/07	ESTER GRAHAM	\$35.76	MILEAGE
Q	064280	9/14/07	GRAYBAR ELECTRIC CO.	\$359.15	ELECTRICAL SUPPLIES

WARRANT REGISTER LISTING

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #063924 and 064679

S	Check #	Check Dt	Company Name	Check Amount	Description
Q	064281	9/14/07	GRILLO'S FILTER SALES	\$962.77	HVAC SUPPLIES
Q	064282	9/14/07	GUNTHER'S ATHLETIC SERVICE	\$99.93	Football Supplies
Q	064283	9/14/07	CONSTANCE HARRINGTON	\$11.92	MILEAGE
Q	064284	9/14/07	HITT MARKING DEVICES, INC.	\$112.98	TRANSCRIPT STAMP FOR COUNSELING
Q	064285	9/14/07	CHRIS HOGSTEDT	\$62.82	Blanket for Chris Hogstedt
Q	064286	9/14/07	HOME DEPOT CREDIT SERVICES	\$1,130.46	Home Depot
Q	064287	9/14/07	HOME DEPOT CREDIT SERVICES	\$494.76	SCLO set construction, design, misc.
Q	064288	9/14/07	HYDRO-SCAPE PRODUCTS, INC.	\$3,689.92	GROUNDS SUPPLIES
Q	064289	9/14/07	INGARDIA BROTHERS PRODUCE, INC.	\$558.32	Groceries for Foods Lab.
Q	064290	9/14/07	IRVINE PIPE & SUPPLY	\$4,094.76	PLUMBING SUPPLIES
Q	064291	9/14/07	JOHNSTONE SUPPLY	\$552.54	OPEN P.O. FOR SUPPLIES
Q	064292	9/14/07	KATHCO PRODUCTS	\$449.71	JANITORIAL SUPPLIES
Q	064293	9/14/07	L.A. GYM EQUIPMENT	\$29,257.59	Fitness Equipment
Q	064294	9/14/07	LAKE FOREST BEAUTY COLLEGE	\$13,835.08	P.O. needed to pay for off campus instruction
Q	064295	9/14/07	LAPES ATHLETIC TEAM SALES, INC.	\$171.54	Athletic Training supplies 07-08
Q	064296	9/14/07	LIFETIME MEMORY PRODUCTS,	\$36.29	Flash Drive
Q	064297	9/14/07	GLENDA LINDAHL	\$26.62	MILEAGE
Q	064298	9/14/07	LOOMIS, FARGO & CO., INC	\$402.90	Armored Car Service 07/08
Q	064299	9/14/07	TEDDI LORCH	\$116.15	MILEAGE
Q	064300	9/14/07	MAPLESOFT	\$1,818.62	Renew Maple License for CompCenter use
Q	064301	9/14/07	ENRIQUE MARTINEZ	\$13.14	SNACKS FOR 4 OF JULY EVENT
Q	064302	9/14/07	MEDCO SUPPLY COMPANY	\$4,107.16	Supplies for Pilates/Core classes
Q	064303	9/14/07	JOSEPH JAY MENDOZA	\$525.00	Workshop Presentation
Q	064304	9/14/07	CLIFFORD MEYER	\$227.73	Reimbursement
Q	064305	9/14/07	MIDWEST LIBRARY SERVICE	\$302.92	Pay for books.
Q	064306	9/14/07	MISSION PRINTING COMPANY, INC	\$4,741.00	Fall 2007 SCLO brochure
Q	064307	9/14/07	MPC-G, LLC	\$2,443.15	COMPUTER EQUIPMENT/BOARD ROOM
Q	064308	9/14/07	NETWORK HARDWARE RESALE	\$826.34	Telephone Hardware/Ntwrk Infrstr
Q	064309	9/14/07	NEXGEN	\$338.06	TRANSPORTATION SUPPLIES
Q	064310	9/14/07	JEFF OLAH	\$267.15	Pepair Work for Boston Whaler
Q	064311	9/14/07	ONESOURCE DISTRIBUTORS, INC.	\$1,085.26	ELECTRICAL SUPPLIES
Q	064312	9/14/07	EVELIA RAMIREZ	\$11.92	MILEAGE
Q	064313	9/14/07	DOROTHY SHERLING	\$28.42	MILEAGE
Q	064314	9/14/07	MY TRUONG	\$11.92	MILEAGE
Q	064315	9/14/07	NEUDESIC, LLC	\$262,422.00	Student Information System, Contracted Services
Q	064316	9/14/07	NEUDESIC, LLC	\$59,374.00	Student Information System, Contracted Services
Q	064317	9/14/07	JESSICA M. CHA	\$57.01	MILEAGE
Q	064318	9/14/07	EARL PAGAL	\$30.62	MILEAGE
Q	064319	9/17/07	CALIFORNIA COMMUNITY COLLEGES	\$75.00	Conf. Attendance - Teresa Camacho
Q	064320	9/17/07	CALIFORNIA COMMUNITY COLLEGES	\$75.00	Conference attendance
Q	064321	9/17/07	CALIFORNIA COMMUNITY COLLEGE	\$85.00	CHANCELLOR'S OFFICE STATEWIDE BUDGET WORKSHOP
Q	064322	9/17/07	COMMUNITY COLLEGE FACILITY	\$115.00	AIRLINE TRAVEL
Q	064323	9/17/07	HTCI @ LC TECHNOLOGY	-\$2,798.00	BICSI Certification for Steve Korper
Q	064324	9/17/07	STEVE LEE	\$60.00	Conference reimbursement
Q	064325	9/19/07	C.E.M. LAB CORP.	\$1,888.00	INSPECTION SERVICES FOR VARIOUS PROJECTS
Q	064326	9/19/07	gkkworks	\$63,125.00	AGMT FOR. BUS. & TECH CTR.
Q	064327	9/19/07	HAITBRINK ASPHALT PAVING,	\$72,425.00	PARKING LOT AND SIDEWALK REPAIRS
Q	064328	9/19/07	JOYCE INSPECTION & TESTING	\$5,544.00	HIRE INSPECTOR FOR MAINT. & POLICE
Q	064329	9/19/07	LAMAR SPACE INC.	\$145.46	RENTAL OF TRAILER FOR INSPECTOR
Q	064330	9/19/07	MOBILE MODULAR MGMT. CORP.	\$22,598.20	RENTAL OF POLICE TRAILER
Q	064331	9/19/07	PUBLIC ECONOMICS, INC.	\$4,267.50	CONSULTING SERVICES-REDEVELOPMENT

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #063924 and 064679

S	Check #	Check Dt	Company Name	Check Amount	Description
Q	064332	9/19/07	RICHARD THE THREAD	\$5,045.48	PERFORMING ARTS CENTER
Q	064333	9/19/07	STRATA INFORMATION GROUP	\$5,780.00	User-Acceptance Tests for Escape Financial Upgrade
Q	064334	9/19/07	TROXELL COMMUNICATIONS, INC.	\$12,807.18	EQUIPMENT
Q	064335	9/19/07	UCMI, INC.	\$13,744.50	HIRE PERF. ARTS INSPECTOR
Q	064336	9/19/07	UNITED SITE SERVICES	\$75.48	FENCE RENTAL FOR POLICE AND WAREHOUSE CONSTRUCTION
Q	064337	9/19/07	WENGER CORP.	\$468,512.37	BID 286 FOR IVC
Q	064338	9/19/07	ORANGE COUNTY FIRE AUTHORITY	\$3,790.00	OCFA PLAN CHECK FEE
Q	064339	9/20/07	CINGULAR WIRELESS	\$1.78	TELEPHONE SERVICES
Q	064340	9/20/07	OFFICEMAX CONTRACT INC.	\$6,371.18	Office Max Supply Orders 2007/2008
Q	064341	9/20/07	PENN CORPORATE RELOCATION	\$3,192.50	CACT EQUIPMENT MOVE
Q	064342	9/20/07	J.W. PEPPER & SON, INC.	\$312.06	Music Purchased
Q	064343	9/20/07	JIM PHANEUF	\$249.12	Reimbursement for Server Room Fan
Q	064344	9/20/07	PHOENIX GROUP INFORMATION SYS.	\$3,979.79	Citation Management
Q	064345	9/20/07	PITNEY-BOWES	\$30,000.00	POSTAGE
Q	064346	9/20/07	PRAXAIR	\$12.73	Annual Maintenance Agreement
Q	064347	9/20/07	PURETEC	\$586.30	SUPPLIES
Q	064348	9/20/07	QUEST DIAGNOSTICS	\$606.56	Purchase lab testing for students
Q	064349	9/20/07	KATE REALISTA	\$133.62	Reimbursement
Q	064350	9/20/07	REFRIGERATION SUPPLIES DIST.	\$2,270.08	DISPLAY PANEL
Q	064351	9/20/07	BONNIE RENNIE	\$60.00	Voice Interpreter
Q	064352	9/20/07	RICOH AMERICAS CORPORATION	\$537.80	MAINTENANCEFOR MP1600SPF COPIER IVC WAREHOUSE
Q	064353	9/20/07	RICOH AMERICAS CORPORATION	\$3,309.00	COPIER,FAX,SCANNER FOR WAREHOUSE
Q	064354	9/20/07	RISO, INC.	\$614.99	Blanket PO to Riso for supplies
Q	064355	9/20/07	BERTA ROJAS	\$1,752.60	Contract Services
Q	064356	9/20/07	RR SYSTEMS, INC.	\$958.00	VILLAGE MOVING
Q	064357	9/20/07	S & B FOODS	\$442.21	Refreshments for TLC Grant Advisory Committee
Q	064358	9/20/07	SADDLEBACK VALLEY GLASS	\$905.00	REPL GLASS/MIRRORS
Q	064359	9/20/07	SAFEWAY INC/PAVILIONS	\$39.94	Groceries for Foods Lab (summer/fall)
Q	064360	9/20/07	SAN DIEGO GAS & ELECTRIC	\$47,466.97	Electric Service Billing for SDG&E
Q	064361	9/20/07	SARGENT-WELCH LLC	\$794.56	BIOCHEMISTRY SUPPLIES
Q	064362	9/20/07	AT&T/MCI	\$344.17	Annual P.O. for telephone service
Q	064363	9/20/07	AT & T	\$220.37	Annual P.O. for telephone service
Q	064364	9/20/07	SEHI PROCOMP COMPUTER	\$3,918.36	Printer toner cartridge
Q	064365	9/20/07	SIEMENS WATER TECHNOLOGIES	\$270.77	Annual Maintenance Agreement
Q	064366	9/20/07	SIGMA ALDRICH CHEMICAL CO.	\$147.00	CHEMISTRY SUPPLIES
Q	064367	9/20/07	SMITH PIPE & SUPPLY, INC.	\$1,224.80	OPEN P.O. FOR SUPPLIES
Q	064368	9/20/07	SOUTHERN CALIFORNIA EDISON CO.	\$17,076.61	Annual Electric Service
Q	064369	9/20/07	SOUTHERN CALIFORNIA EDISON CO.	\$2,166.97	Annual Electric Service
Q	064370	9/20/07	SO. CAL. GAS CO.	\$14,322.80	PO for gas transmission service.
Q	064371	9/20/07	SOUTHERN COUNTIES OIL	\$4,259.39	FUEL
Q	064372	9/20/07	SOUTH ORANGE COUNTY COMMUNITY	\$156.25	475043 STUDENT SUCCESS GRANT-MATERIAL FEES
Q	064373	9/20/07	SOCCER CENTER	\$5,153.03	WOMEN'S SOCCER TEAM CLOTHING APPAREL
Q	064374	9/20/07	SPECTRUM CHEMICAL MFG. CORP.	\$127.43	CHEMISTRY SUPPLIES
Q	064375	9/20/07	STAR MAINTENANCE SUPPLY	\$185.55	JANITORIAL SUPPLIES
Q	064376	9/20/07	SWRCB ACCOUNTING OFFICE	\$308.00	STORM WATER PERMIT ANNUAL FEE
Q	064377	9/20/07	STERLING ARTS SUPPLY	\$88.45	FASHION SUPPLIES
Q	064378	9/20/07	AMY L. STINSON	\$100.00	REIMBURSEMENT RESERVATIONS YOSEMITE
Q	064379	9/20/07	SUNBURST BOTTLE COMPANY	\$36.16	MICROSCOPY SUPPLIES
Q	064380	9/20/07	SYSTEMS SOURCE, INC.	\$614.18	Dual-Monitor Arm Brackets
Q	064381	9/20/07	TARGET CHEMICAL CO.	\$3,932.70	GROUPS SUPPLIES
Q	064382	9/20/07	ARLENE THOMAS	\$50.60	Reimbursement for Dept. Supplies

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #063924 and 064679

S	Check #	Check Dt	Company Name	Check Amount	Description
Q	064383	9/20/07	TOMARK SPORTS EQUIPMENT	\$218.50	Softball supplies
Q	064384	9/20/07	TUCKER TIRES	\$140.07	TIRES FOR AERIAL LIFT
Q	064385	9/20/07	TUTTLE-CLICK FORD	\$33.79	TRANS. PARTS
Q	064386	9/20/07	U.S. DATA TRUST CORPORATION	\$1,788.00	Continuous Off-Site Data Backup Service(LiveVault)
Q	064387	9/20/07	VICTORY CUSTOM ATHLETIC	\$2,272.58	Women's Basketball Uniforms
Q	064388	9/20/07	VORTEX INDUSTRIES, INC.	\$4,339.25	COUNSELING FIRE DOOR REPAIR
Q	064389	9/20/07	WEST PAYMENT CENTER	\$158.40	Legal Books Update- VCHR
Q	064390	9/20/07	WALTERS VISTA	\$92.99	OPEN P.O. FOR SUPPLIES
Q	064391	9/20/07	WARD'S NATURAL SCIENCE	\$53.34	FEE BASED ROCK AND MINERAL KITS
Q	064392	9/20/07	W A X I E	\$176.54	JANITORIAL SUPPLIES
Q	064393	9/20/07	WESTERN HIGHWAY PRODUCTS,	\$206.61	Signs
Q	064394	9/20/07	WT TECHNOLOGY INC.	\$500.00	Design Model Making equipment
Q	064395	9/20/07	XEROX CORP.	\$48.33	Annual Maintenance Agreement
Q	064396	9/20/07	YALE CHASE MATERIALS	\$615.42	Non Instructional Equipment
Q	064397	9/20/07	ZYGO CORPORATION	\$862.55	Optical Interferometer Accessory
Q	064398	9/20/07	SO. ORANGE CO. COMM. COL. DIST	\$9,091.90	Reimburse SOCCCD Checking
Q	064399	9/20/07	SO. ORANGE CO. COMM. COL. DIST	\$2,023.60	To Reimburse Checking Account Workers' Comp Claims
Q	064400	9/20/07	AT&T/MCI	\$451.36	Annual Telephone Service
Q	064401	9/20/07	AT&T/MCI	\$412.56	Annual P.O. for telephone service
Q	064402	9/20/07	AT&T/MCI	\$308.81	Annual P.O. for telephone service
Q	064403	9/20/07	AT&T/MCI	\$315.38	Annual P.O. for telephone service
Q	064404	9/20/07	AT&T/MCI	\$3,288.58	Annual P.O. for telephone service
Q	064405	9/20/07	AT&T	\$106.63	Annual Telephone Service
Q	064406	9/20/07	SOUTHERN CALIFORNIA EDISON CO.	\$15,874.74	Annual Electric Service
Q	064407	9/20/07	SOUTHERN CALIFORNIA EDISON CO.	\$262.10	ELECTRIC SERVICE FOR CACT FACILITY
Q	064408	9/21/07	GALE SUPPLY COMPANY	\$444.47	TRASHCAN LINERS
Q	064409	9/21/07	JIM GASTON	\$125.85	Reimbursement for Internet Services
Q	064410	9/21/07	GATEHOUSE MEDIA, INC.	\$1,165.00	Monthly ad insertion in Today's Woman magazine.
Q	064411	9/21/07	GOLF VENTURES WEST	\$714.10	MOWER/CART PARTS
Q	064412	9/21/07	GOODWILL INDUSTRIES OF	\$420.00	Interpreting Svs. Fee
Q	064413	9/21/07	HARROD MANAGEMENT SOLUTIONS,	\$10,190.00	Professional Services:Network Support Services
Q	064414	9/21/07	HOME DEPOT CREDIT SERVICES	\$850.60	SCLO set construction, design, misc.
Q	064415	9/21/07	TRAN HONG	\$39.87	MILEAGE
Q	064416	9/21/07	ANTHONY HUNTLEY	\$54.26	Reimbursement for Fossil lab items
Q	064417	9/21/07	INCENTRA SOLUTIONS OF	\$14,400.00	IT Software Engineering/Development Services
Q	064418	9/21/07	INDUSTRIAL DISTRIBUTION GROUP	\$1,621.49	GROUNDS SUPPLIES
Q	064419	9/21/07	IRVINE PIPE & SUPPLY	\$99.99	PLUMBING SUPPLIES
Q	064420	9/21/07	IRVINE VALLEY COLLEGE BOOKSTOR	\$2,025.00	Books for the EOPS bookloan program
Q	064421	9/21/07	KEN KINDER	\$30.00	Reimbursement-Ken Kinder
Q	064422	9/21/07	LAB SAFETY SUPPLY INC.	\$102.06	BIOLOGY SUPPLIES
Q	064423	9/21/07	LAGUNA HILLS NURSERY	\$29.26	Instructional Supplies
Q	064424	9/21/07	LAGUNA MUFFLER SERVICE	\$212.40	TRANS. SUPPLIES
Q	064425	9/21/07	LAMINATION DEPOT, INC.	\$126.76	PUBLICATION SUPPLIES
Q	064426	9/21/07	A. M. LEONARD, INC.	\$935.60	GROUNDS SUPPLIES
Q	064427	9/21/07	MATTHEW BENDER & CO., INC.	\$169.77	Legal Books Update - VCHR
Q	064428	9/21/07	LIEBERT CASSIDY WHITMORE	\$7,514.00	Attorney Services FY 2007/2008
Q	064429	9/21/07	LIFETIME MEMORY PRODUCTS,	\$692.76	External Drives for Imaging
Q	064430	9/21/07	DIANE MC GROARTY	\$103.51	Reimbursement for Dept. Supplies
Q	064431	9/21/07	MEDIA SERVICES 55	\$700.00	Pable advertising
Q	064432	9/21/07	METROCALL	\$211.34	PAGER RENTAL AND MAINTENANCE CONTRACT
Q	064433	9/21/07	MEYERS ALLISON LLP	\$4,540.92	Pnvestigative Svs. for HR

WARRANT REGISTER LISTING

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #063924 and 064679

S	Check #	Check Dt	Company Name	Check Amount	Description
Q	064434	9/21/07	MISSION VIEJO COUNTRY CLUB	\$605.25	CHANCELLOR'S STRATEGIC PLAN. RETREAT
Q	064435	9/21/07	MONTGOMERY HARDWARE	\$3,192.90	LOCKSMITH SUPPLIES
Q	064436	9/21/07	RAMON MONTIEL	\$97.01	MILEAGE
Q	064437	9/21/07	MOULTON-NIGUEL WATER DIST.	\$9,279.38	Billing for Moulton-Niguel water services
Q	064438	9/21/07	NASCO WEST	\$326.62	FASHION SUPPLIES
Q	064439	9/21/07	NEXTEL COMMUNICATIONS, INC.	\$128.89	Nextel Communications
Q	064440	9/21/07	NOTHING BUT AIR	\$269.35	Purchase of balloons for Welcome Day Booths
Q	064441	9/21/07	ORANGE CO. AUDITOR-CONTROLLER	\$3,010.00	SURCHARGE ON CITATIONS
Q	064442	9/21/07	ORANGE CO. AUDITOR-CONTROLLER	\$2,645.00	Annual Maintenance Agreement
Q	064443	9/21/07	ORANGE CO. BUSINESS JOURNAL	\$89.00	ORANGE CO. BUS. JOURNAL SUBSCRIPTION
Q	064444	9/21/07	CHURM PUBLISHING CO., INC.	\$1,930.00	Ponthly ad insertion in OC Metro Magazine.
Q	064445	9/21/07	ORANGE COUNTY REGISTER	\$149.52	ADVERTISING
Q	064446	9/21/07	ORANGE COUNTY REGISTER	\$237.04	Renewal of subscription for OC Register.
Q	064447	9/21/07	OCE-USA, INC.	\$2,494.18	Maintenance Agreement
Q	064448	9/21/07	OCE-IMAGISTICS	\$105.60	FAX RENTAL
Q	064449	9/21/07	OCLC, INC.	\$526.38	Annual Maintenance Agreement
Q	064450	9/21/07	ONESOURCE DISTRIBUTORS, INC.	\$16,012.59	ELECTRICAL SUPPLIES
Q	064451	9/21/07	ORANGE COAST MAGAZINE	\$595.00	Pd in Orange Coast magazine for PAC
Q	064452	9/21/07	MESA ENERGY SYSTEMS	\$993.75	INTENANCE PROGRAM
Q	064453	9/24/07	AMERICAN ACADEMY OF NURSING	\$125.00	CONFERENCE FOR KATHLEEN WINSTON
Q	064454	9/24/07	JULIA BLEAKNEY	\$750.00	International Writing Center Association Summer In
Q	064455	9/24/07	2007 CPPA CONFERENCE	\$525.00	Conference for Andrew Craven
Q	064456	9/24/07	CALIFORNIA COMMUNITY COLLEGE	\$85.00	Glenn Roquemore - State Budget Wkshop
Q	064457	9/24/07	CALIFORNIA COMMUNITY COLLEGE	\$85.00	Community College State Budget Workshop
Q	064458	9/24/07	CALIFORNIA COMMUNITY COLLEGE	\$85.00	Registration Dr. McCullough attend CCC Budget Work
Q	064459	9/24/07	4C2S2A	\$120.00	CSSO CONFERENCE
Q	064460	9/24/07	CROWNE PLAZA HOTEL SFO	\$279.80	CONFERENCE/HS, PE & ATHLETICS DEAN
Q	064461	9/24/07	CAL STATE UNIV., SACRAMENTO	\$200.00	Conference for Patricia Dumas
Q	064462	9/24/07	LARRY DE SHAZER	\$429.27	Conference Registration
Q	064463	9/24/07	HILTON ARDEN - WEST	\$190.78	Conference for Patricia Dumas
Q	064464	9/24/07	HYATT REGENCY	\$498.00	Conference for Andrew Craven
Q	064465	9/24/07	MIKI MIKOLAJCZAK	\$405.38	CONFERENCE TCDA TRANSFER CENTER DIRECTOR ASSOC.
Q	064466	9/24/07	ORANGE CO. SHERIFF/CORONER	\$157.00	Conference-Joe Clayton
Q	064467	9/24/07	ORANGE CO. SHERIFF/CORONER	\$157.00	Conference-Joe Clayton
Q	064468	9/24/07	ORANGE CO. SHERIFF/CORONER	\$157.00	Conference-Joe Clayton
Q	064469	9/24/07	PARISA SOLTANI	\$60.00	Conference registration reimbursement
Q	064470	9/24/07	CARYN SUSSMAN	\$112.70	TCDA 2007 Conference
Q	064471	9/24/07	FAWN TANRIVERDI	\$60.00	Conference fee reimbursement
Q	064472	9/24/07	VICENTI, LLOYD & STUTZMAN LLP	\$159.00	Fraud Prevention Workshop
Q	064473	9/26/07	WELLS FARGO BANK #4198	\$941.55	OFFICE MAX
Q	064474	9/26/07	WELLS FARGO BANK #3317	\$920.17	RealVNC Ltd
Q	064475	9/26/07	WELLS FARGO #2078	\$2,500.14	Vendor to be paid by WF: SHIFT 4, MO CHARGES
Q	064476	9/27/07	OFFICEMAX CONTRACT INC.	\$1,260.08	Office Max Supply Orders 2007/2008
Q	064477	9/27/07	PASCO SCIENTIFIC	\$74.65	PHYSICS SUPPLIES
Q	064478	9/27/07	PENN CORPORATE RELOCATION	\$209.00	CACT EQUIPMENT MOVE
Q	064479	9/27/07	PIP PRINTING	\$923.94	Printing Ventura Work packet
Q	064480	9/27/07	RALPHS GROCERY COMPANY	\$66.62	Produce, grocery items, cleaning supplies, etc.
Q	064481	9/27/07	RECALL SECURE DESTRUCTION	\$84.12	Shredding of Documents
Q	064482	9/27/07	JOHN RICHARDS	\$8.91	Reimbursement for Laboratory Supplies
Q	064483	9/27/07	RICOH AMERICAS CORPORATION	\$5.27	yearly Ricoh copier Maint. agreement
Q	064484	9/27/07	RIO GRANDE ALBUQUERQUE	\$1,459.76	ART SUPPLIES

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #063924 and 064679

S	Check #	Check Dt	Company Name	Check Amount	Description
O	064485	9/27/07	THE RP GROUP	\$350.00	Membership renewal for 2007-2008 RP Group
O	064486	9/27/07	S & B FOODS	\$900.00	Water for Welcome Booths at IVC
O	064487	9/27/07	SADDLEBACK GOLF CARS, INC.	\$18.53	OPEN P.O. FOR SUPPLIES
O	064488	9/27/07	SALEM PRESS, INC.	\$331.87	Library books per Tom Weisrock request
O	064489	9/27/07	SAMY'S CAMERA	\$75.43	Photo Paper
O	064490	9/27/07	SARGENT-WELCH LLC	\$37.68	CHEMISTRY SUPPLIES
O	064491	9/27/07	MIKE SAUTER	\$16.15	Reimbursement for batteries for High Tech Center
O	064492	9/27/07	SCANTRON CORPORATION	\$1,276.24	Software Maintenance Renewal for ParSystems
O	064493	9/27/07	SCHOOL NEWS ROLL CALL	\$263.00	Purchase of ads for School News Roll Call (Tustin)
O	064494	9/27/07	SEHI PROCOMP COMPUTER	\$1,677.34	Various Desktop Components
O	064495	9/27/07	JOYCE SEMANIK	\$56.32	Reimbursement of Supplies Purchased
O	064496	9/27/07	M.E. SHARPE INC., PUBLISHER	\$1,045.39	Library books per Tom Weisrock request
O	064497	9/27/07	SHRED-IT	\$115.00	For Shred-it monthly service
O	064498	9/27/07	SIEMENS WATER TECHNOLOGIES	\$142.00	Annual Maintenance Agreement
O	064499	9/27/07	ROBERT SIRKO	\$347.23	Parity Payment for Deceased Employee
O	064500	9/27/07	SJM INDUSTRIAL RADIO	\$320.32	BATTERIES FOR POLICE RADIOS
O	064501	9/27/07	SMARDAN SUPPLY - EL MONTE	\$1,292.08	SHOWER/EYEWASH
O	064502	9/27/07	DANIEL SMITH, INC.	\$1,431.38	ART SUPPLIES
O	064503	9/27/07	SMK LINK ELECTRONICS	\$157.74	Dept. Supplies
O	064504	9/27/07	SO. CAL. GAS CO.	\$186.71	Annual Gas Service
O	064505	9/27/07	SO. CAL. GAS CO.	\$12,373.30	Annual Gas Service
O	064506	9/27/07	SO. CAL. GAS CO.	\$54.94	Annual Gas Service
O	064507	9/27/07	SPECTRUM CHEMICAL MFG. CORP.	\$716.46	CHEMISTRY SUPPLIES
O	064508	9/27/07	STAR MAINTENANCE SUPPLY	\$331.33	JANITORIAL SUPPLIES
O	064509	9/27/07	SYSTEMS SOURCE, INC.	\$977.30	MONITOR ARM
O	064510	9/27/07	TIGER DIRECT	\$37.47	USB cables.
O	064511	9/27/07	TISCARENO CATERING*	\$1,219.08	Catering for Conference
O	064512	9/27/07	TUCKER TIRES	\$64.65	OPEN P.O. FOR SUPPLIES
O	064513	9/27/07	TURF TIRE DISTRIBUTORS	\$415.37	OPEN P.O. FOR SUPPLIES
O	064514	9/27/07	TUSTIN CHEVROLET	\$38.07	OPEN P.O. FOR SUPPLIES
O	064515	9/27/07	TUTTLE-CLICK FORD	\$230.99	TRANS. PARTS
O	064516	9/27/07	VERIZON WIRELESS	\$31.87	Annual Maintenance Agreement
O	064517	9/27/07	VISTA PAINT	\$148.05	PAINT SUPPLIES
O	064518	9/27/07	VQS ENTERPRISES, INC.	\$9,886.06	order from bid provided by Shannon
O	064519	9/27/07	VWR INTERNATIONAL, INC.	\$605.04	BIOLOGY GLASSWARE
O	064520	9/27/07	WARD'S NATURAL SCIENCE	\$259.78	Live Animals and Lab Materials for Biology
O	064521	9/27/07	WEBEX COMMUNICATIONS, INC.	\$575.00	Software/Online meeting program
O	064522	9/27/07	WORLD WIDE RECOVERY	\$152.00	TRANS. SERVICE PARTS
O	064523	9/27/07	XEROX CORP.	\$1,344.63	Lease/Maintenance for DocuColor 2045 Printer
O	064524	9/27/07	XEROX CORP.	\$897.42	MAINTENANCE AGREEMENT FOR COPIER
O	064525	9/27/07	YALE CHASE MATERIALS	\$35.95	FORKLIFT REPAIRS/ SUPPLIES
O	064526	9/27/07	RALPHS GROCERY COMPANY	\$454.27	NUTRITIONAL FOOD AND SUPPLIES
O	064527	9/27/07	XEROX CORP.	\$37.62	Annual Maintenance Agreement
O	064528	9/27/07	AT&T/MCI	\$1,939.95	CACT TELEPHONE/DATA SERVICE
O	064529	9/27/07	AT&T/MCI	\$472.24	Annual P.O. for telephone service
O	064530	9/27/07	AT&T/MCI	\$402.26	Annual P.O. for telephone service
O	064531	9/27/07	AT&T/MCI	\$377.03	Annual P.O. for telephone service
O	064532	9/27/07	AT&T	\$1,984.13	Annual P.O. for telephone service
O	064533	9/27/07	ROOF CONSTRUCTION	\$255,855.78	ROOFING REPLACEMENT - PE COMPLEX
O	064534	9/27/07	AT&T	\$2,499.83	Annual Telephone Service
O	064535	9/27/07	STEPHEN DUBAY	\$155.39	MILEAGE

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #063924 and 064679

S	Check #	Check Dt	Company Name	Check Amount	Description
Q	064536	9/27/07	TERESA FLUEGEMAN	\$293.96	MILEAGE
Q	064537	9/27/07	GANDER-PRINTCO	\$273.69	Student Responsibilities form
Q	064538	9/27/07	GAYLORD BROTHERS, INC.	\$7,536.97	Table for DSPS Testing Room- wheelchair access
Q	064539	9/27/07	GOLDEN RAIN FOUNDATION	\$1,098.00	EMERITUS CLASS-TICKET #13630
Q	064540	9/27/07	GOVCONNECTION	\$45.00	SUPPLIES FOR GEOLOGY LAB INSTRUCTION
Q	064541	9/27/07	W. W. GRAINGER	\$145.76	MAINT. SUPPLIES
Q	064542	9/27/07	RON GRANT	\$26.75	Reimbursement for Instructional Supplies
Q	064543	9/27/07	GRAPHAIDS INC-DANIELS	\$37.25	ART SUPPLIES
Q	064544	9/27/07	HARDY DIAGNOSTICS	\$105.47	MICROBIOLOGY SUPPLIES
Q	064545	9/27/07	HARMONY BUSINESS SUPPLIES	\$65.92	LATEX GLOVES
Q	064546	9/27/07	P.L. HAWN CO., INC.	\$906.58	HVAC SUPPLIES
Q	064547	9/27/07	HOBSONS, INC	\$2,000.00	Advertising
Q	064548	9/27/07	HOME DEPOT CREDIT SERVICES	\$168.58	MAINT/GROUNDS/CUST. SUPPLIES
Q	064549	9/27/07	HOOKERS	\$80.00	TO REPAIR LABCONCO DISHWASHER IN CHEM PREPROOM
Q	064550	9/27/07	HORIZON	\$5,571.58	GROUNDS SUPPLIES FOR BASEBALL FIELD RENOVATION
Q	064551	9/27/07	HORIZON	\$714.90	GROUNDS SUPPLIES FOR BASEBALL FIELD RENOVATION
Q	064552	9/27/07	IMAGE PRINTING SOLUTIONS	\$126.47	Name Tags for Outreach
Q	064553	9/27/07	INGARDIA BROTHERS PRODUCE, INC.	\$88.28	Groceries for Foods Lab.
Q	064554	9/27/07	INTERNATIONAL BOOK CENTRE, INC.	\$408.83	Persian Instructional Supplies.
Q	064555	9/27/07	IRVINE HIGH SCHOOL	\$125.00	Irvine HS Girl/Boy Basketball Program 2007-08
Q	064556	9/27/07	IRVINE PIPE & SUPPLY	\$872.03	PLUMBING SUPPLIES
Q	064557	9/27/07	IRVINE RANCH WATER DIST.	\$1,420.90	Annual General & Royalty fees
Q	064558	9/27/07	JAELYNE JACSEN	\$50.00	Workshop Facilitator
Q	064559	9/27/07	JAMECO ELECTRONICS	\$363.01	SUPPLIES
Q	064560	9/27/07	JAMES PUBLISHING, INC.	\$57.80	Library book per Tom Weisrock request
Q	064561	9/27/07	JOHNSTONE SUPPLY	\$1,616.68	OPEN P.O. FOR SUPPLIES
Q	064562	9/27/07	JOHN FREDERICK JONES	\$29.76	Reimbursement for theatre instructional supply
Q	064563	9/27/07	KIRK	\$398.80	Paper to make copies
Q	064564	9/27/07	JULIE KIRK	\$242.57	Reimbursement for supplies
Q	064565	9/27/07	KOUL TOOLS	\$175.00	AUTOMOTIVE SUPPLIES
Q	064566	9/27/07	LAB SAFETY SUPPLY INC.	\$724.70	ELECTRICAL SUPPLIES
Q	064567	9/27/07	LAPES ATHLETIC TEAM SALES, INC.	\$846.92	PAST DUE BILL/LAPES ATHLETICS/BASEBALL JACKETS
Q	064568	9/27/07	LEGION WEST PAPER	\$544.14	ART SUPPLIES
Q	064569	9/27/07	DIANE LEWIS	\$294.97	SCLO Costume shop
Q	064570	9/27/07	CHIEF, CDS, LIBRARY OF CONGRESS	\$375.00	Classification Web solo license subscription
Q	064571	9/27/07	LINCOLN EQUIPMENT, INC.	\$378.43	POOL SUPPLIES
Q	064572	9/27/07	M & R SALES & SERVICE	\$8,691.78	Screen Printing Press
Q	064573	9/27/07	MAIN GRAPHICS	\$4,663.41	Arts Calendar Publication
Q	064574	9/27/07	MAQUINSAL SEWING MACHINE CO.	\$206.62	PASHION SUPPLIES
Q	064575	9/27/07	GLORIA MARTIN	\$114.36	Reimbursement for food/drinks
Q	064576	9/27/07	MARTINEZ BOOKS AND ART GALLERY	\$627.91	BOOK MATERIALS
Q	064577	9/27/07	MC FADDEN-DALE INDUSTRIAL	\$5.81	OPEN P.O. FOR SUPPLIES
Q	064578	9/27/07	MC KESSON MEDICAL SURGICAL	\$82.38	medical supplies
Q	064579	9/27/07	McMASTER CARR SUPPLY CO.	\$88.65	PHYSICS SUPPLIES
Q	064580	9/27/07	BEN MEADOWS COMPANY	\$566.69	GROUNDS SUPPLIES
Q	064581	9/27/07	MEDCO SUPPLY COMPANY	\$1,840.64	ATHLETIC BID
Q	064582	9/27/07	MERCK & CO., INC.	\$689.89	VACCINE FOR STUDENTS
Q	064583	9/27/07	METRO CREEKSIDE CALIFORNIA, LLC	\$6,412.00	LEASE OF CACT FACILITY, IRVINE
Q	064584	9/27/07	MODERN POSTCARD	\$815.12	Senior Day Postcards for High Schools
Q	064585	9/27/07	DANIELLE MODICA	\$188.39	STUDENT REIMBURSEMENT
Q	064586	9/27/07	MYERS TIRE SUPPLY	\$168.18	AUTOMOTIVE SUPPLIES

WARRANT REGISTER LISTING

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #063924 and 064679

S	Check #	Check Dt	Company Name	Check Amount	Description
Q	064587	9/27/07	NATIONAL COMMUNICATION ASSOC.	\$165.00	Membership Renewal
Q	064588	9/27/07	HALEY NGUYEN	\$148.35	Student Supplies
Q	064589	9/27/07	DIANE OAKS	\$25.80	MILEAGE
Q	064590	9/27/07	ORANGE CO. BUSINESS COUNCIL	\$90.00	Tracy Daly to attend one day seminar on OC Economi
Q	064591	9/27/07	ORANGE CO. DEPT. OF EDUCATION	\$10.00	Orange County Schools Directory
Q	064592	9/27/07	ORANGE COUNTY JEWISH LIFE	\$450.00	Advertising-Four Freshman
Q	064593	9/27/07	OC/LB CONSORTIUM	\$150.00	MEMBERSHIP FOR NURSING
Q	064594	9/27/07	ORANGE COUNTY PUBLIC AFFAIRS	\$50.00	Membership renewal for OC Public Affairs Assoc.
Q	064595	9/27/07	ORANGE COUNTY REGISTER	\$13,826.00	Special OC Register Post-It Note advertising.
Q	064596	9/27/07	ORANGE COUNTY REGISTER	\$1,796.92	Monthly ad insertions in the OC Register.
Q	064597	9/27/07	ORANGE COUNTY REGISTER	\$2,716.08	ADVERTISING
Q	064598	9/27/07	ORANGE COUNTY REGISTER	\$758.40	ADVERTISING
Q	064599	9/27/07	ORANGE COUNTY REGISTER	\$5,636.18	ADVERTISING
Q	064600	9/27/07	OCE-USA, INC.	\$119.17	Annual Maintenance Agreement
Q	064601	9/27/07	OCE-IMAGISTICS	\$324.27	OFFICE SUPPLIES-FAX TONER
Q	064602	9/27/07	ORION TELESCOPES & BINOCULARS	\$586.63	ASTRONOMY LAB SUPPLIES
Q	064603	9/27/07	WENDY RAYBURN	\$18.38	MILEAGE
Q	064604	9/27/07	ANDREEA SERBAN	\$27.03	MILEAGE
Q	064605	9/27/07	ORANGE COUNTY REGISTER	\$1,466.72	ADVERTISING
Q	064606	9/27/07	TERESA CAMACHO	\$416.88	Reimburse for EOPS/CARE Training
Q	064607	9/27/07	CONTEMPORARY FORUMS	\$625.00	CONF. IN SF FOR VENABLE
Q	064608	9/27/07	DI ASSOCIATES, INC.	\$689.00	BOOTCAMP CONF FOR LINDA CALL
Q	064609	9/27/07	DI ASSOCIATES, INC.	\$889.00	BOOTCAMP CONF FOR VENABLE
Q	064610	9/27/07	EMBASSY SUITES	\$519.25	BOOTCAMP CONF FOR LINDA CALL
Q	064611	9/27/07	EMBASSY SUITES	\$705.50	BOOTCAMP CONF FOR VENABLE
Q	064612	9/27/07	HYATT REGENCY - SAN FRANCISCO	\$650.00	CONF. IN SF FOR VENABLE
Q	064613	9/27/07	NAT'L COALITION-ADV TECH CTRS	\$325.00	NCATC Conference arrangements for Ed Tackett
Q	064614	9/27/07	ORANGE COUNTY SCHOOL BOARDS	\$49.00	OCSBA 9/26/07 DINNER MEETING
Q	064615	9/27/07	ORANGE CO. SHERIFF/CORONER	\$60.00	BOOKING AND DETENTION TRAINING
Q	064616	9/27/07	OMNI SHOREHAM HOTEL	\$717.91	AACC Conference: Ed Tackett
Q	064617	9/27/07	RED LION HOTEL SACRAMENTO	\$95.41	Conf. Attendance - Teresa Camacho
Q	064618	9/28/07	AMAZON.COM	\$28.74	BOOK ORDER FOR BOT
Q	064619	9/28/07	ANTE SIMUN GELO	\$150.00	Music Purchased -Joey Sellers
Q	064620	9/28/07	THOMAS BARGER	\$480.00	Football Filming Services
Q	064621	9/28/07	BEE MAN	\$1,105.00	CONTRACT SERVICES
Q	064622	9/28/07	CALIFORNIA POWER PARTNERS, INC.	\$2,162.18	C/P MODIFICATIONS
Q	064623	9/28/07	CACCRAO	\$200.00	CACCRAO membership
Q	064624	9/28/07	CAPT	\$613.56	MBTI-Scoring Costs, As Needed
Q	064625	9/28/07	LUPE CARMAN	\$120.00	Workshop Presentation
Q	064626	9/28/07	CARQUEST AUTO PARTS	\$198.66	OPEN P.O. FOR SUPPLIES
Q	064627	9/28/07	CASBO	\$660.00	Membership-CASBO
Q	064628	9/28/07	CCCCIO	\$300.00	CCCCIO Annual Institutional Membership
Q	064629	9/28/07	COMMUNITY COLLEGE LEAGUE OF	\$55,566.16	Library electronic databases per Tom Weisrock requ
Q	064630	9/28/07	COMMUNITY COLLEGE LEAGUE OF	\$16,255.00	CCLC ON ATHLETICS MEMBERSHIPS
Q	064631	9/28/07	CINTAS CORPORATION	\$63.86	RENTAL SERVICE AGREEMENT
Q	064632	9/28/07	CINTAS DOCUMENT MANAGEMENT	\$45.00	document destruction/paper recycling service
Q	064633	9/28/07	CLARK SECURITY PRODUCTS INC.	\$157.86	Locks
Q	064634	9/28/07	CLUB CAR, INC.	\$82.27	PARTS FOR CLUB CARS
Q	064635	9/28/07	COACH AMERICA	\$809.00	Bus for Emeritus Field Trip 9/23 Kara Mahotka-Patt
Q	064636	9/28/07	COACH AMERICA	\$3,003.00	Athletic Team Transportation
Q	064637	9/28/07	COLE-FARMER INSTRUMENT	\$190.23	GEOLOGY SUPPLIES

WARRANT REGISTER LISTING

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #063924 and 064679

S	Check #	Check Dt	Company Name	Check Amount	Description
Q	064638	9/28/07	COLLEGE BOARD	\$15,385.00	Maintenance, upgrade and support
Q	064639	9/28/07	COMPUTERLAND	\$165.94	ADOBE LICENSES
Q	064640	9/28/07	COPWARE	\$85.00	Subscription Renewal
Q	064641	9/28/07	CROWN VALLEY MARKETPLACE	\$39.65	Groceries for Foods Lab.
Q	064642	9/28/07	PAUL CURTIS	\$75.69	Reimbursement to Paul Curtis - fee based
Q	064643	9/28/07	DANKA	\$931.50	H-1 Staples for Canon 105 copier
Q	064644	9/28/07	DE NAULT'S TRUE VALUE	\$14.49	Hardware and gardening supplies for biology
Q	064645	9/28/07	GOODWILL INDUSTRIES	\$520.00	Provide Interp.Svs.Stds.w/Disabilities
Q	064646	9/28/07	DELL MARKETING L.P.	\$1,111.94	Printer Cartridges
Q	064647	9/28/07	DELTA BIOLOGICALS	\$3,368.10	PRESERVED BIOLOGICAL SPECIMENS
Q	064648	9/28/07	DEPARTMENT OF JUSTICE	\$1,993.00	Fingerprinting - HR
Q	064649	9/28/07	DHK PLUMBING & PIPING, INC.	\$693.91	CONTRACTED PLUMBER
Q	064650	9/28/07	ALI DORRI	\$30.14	Reimbursement for Lariat's urgent office supplies.
Q	064651	9/28/07	DRS. FOSTER & SMITH	\$50.32	BIOLOGY SUPPLIES
Q	064652	9/28/07	STEPHEN DUBAY	\$160.01	Reimbursement for Internet Services
Q	064653	9/28/07	DUNN-EDWARDS CORPORATION	\$178.17	OPEN P.O. FOR SUPPLIES
Q	064654	9/28/07	ECONOMIC ALTERNATIVES, INC.	\$247.91	Annual Maintenance Agreement
Q	064655	9/28/07	ENCO MANUFACTURING CO.	\$770.90	AUTOMOTIVE SUPPLIES
Q	064656	9/28/07	ENTERPRISE RENT-A-CAR	\$377.64	OPEN P.O. FOR VEHICLE RENTAL
Q	064657	9/28/07	FABRIC LAND	\$527.97	Student Supplies
Q	064658	9/28/07	FEDERAL EXPRESS	\$480.16	FEDERAL EXPRESS CHARGES
Q	064659	9/28/07	FERGUSON ENTERPRISES, INC.	\$120.80	PLUMBING SUPPLIES
Q	064660	9/28/07	FISHER SCIENTIFIC	\$33.05	SUPPLIES FOR CHEMISTRY LABS
Q	064661	9/28/07	DAVID FRETZ	\$206.70	Reimbursement for field trip supplies
Q	064662	9/28/07	FRY'S ELECTRONICS	\$948.06	OPEN PO FOR COMPUTER SUPPLIES
Q	064663	9/28/07	ALVA'S DANCE AND THEATRICAL	\$5,706.03	MIRRORS AND BALLET BARS
Q	064664	9/28/07	CARRIER JOHNSON	\$19,014.09	HIRE ARCHITECT FOR A-300 REMODEL
Q	064665	9/28/07	C.E.M. LAB CORP.	\$2,332.00	AGRMT FOR BUS. & TECHN.INNOV.CTR.
Q	064666	9/28/07	COUTS HEATING & COOLING, INC.	\$35,910.00	BID 279,PKG. T,HVAC, BUS & TECH INNOV CTR.
Q	064667	9/28/07	DSE ARCHITECTURE, INC.	\$13,175.00	FOR BGS MOLD PROJECT
Q	064668	9/28/07	MODSPACE	\$93,236.77	CONSTRUCTION OF INCREMENT 2
Q	064669	9/28/07	MOONLIGHT GLASS CO., INC.	\$51,638.85	BID 279, PKG. K,ALUMINUM CURTAIN WALL BUS & TECH.
Q	064670	9/28/07	SEARS ROOFING SERVICE	\$8,950.00	ROOF REPAIRS
Q	064671	9/28/07	SYSTEMS SOURCE, INC.	\$9,214.37	FURNITURE FOR POLICE & WAREHOUSE
Q	064672	9/28/07	TROXELL COMMUNICATIONS, INC.	\$3,297.15	EQUIPMENT
Q	064673	9/28/07	UNION BANK OF CALIFORNIA	\$3,990.00	BID 279,PKG. T,HVAC, BUS & TECH INNOV CTR.
Q	064674	9/28/07	VORTEX INDUSTRIES, INC.	\$6,106.36	CAFETERIA FIRE DOOR REPAIR
Q	064675	9/28/07	ORKIN EXTERMINATING, INC.	\$3,318.35	ANNUAL MAINTENANCE AGREEMENT
Q	064676	9/28/07	ORKIN EXTERMINATING, INC.	\$-280.80	Annual Maintenance Agreement
Q	064677	9/28/07	ORKIN EXTERMINATING, INC.	\$280.80	Annual Maintenance Agreement
Q	064678	10/01/07	IRVINE VALLEY COLLEGE BOOKSTOR	\$23,827.09	Books for the EOPS bookloan program
Q	064679	10/01/07	HOME DEPOT CREDIT SERVICES	\$739.73	Blanket P.O.-Art Supplies

 \$6,887,275.40

FUND SUMMARY

Description	Amount
01 - General Fund	\$2,877,655.02
12 - Child Development Fund	\$2,977.47
40 - Capital Outlay Fund	\$3,805,869.82
68 - Self-Insurance Fund	\$11,549.10
71 - Retiree Benefit Fund	\$189,223.99
	<u>\$6,887,275.40</u>

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (SC-CMED) - Saddleback Community Ed

Sort: Sorted by Warrant #

Selection: Between #009039 and 009062

S	Check #	Check Dt	Company Name	Check Amount	Description
Q	009039	9/07/07	CA SCHOOL OF NOTARY PUBLIC, INC	\$175.00	Com. Ed. Presenter - Online
Q	009040	9/07/07	COMPUTRAX, INC.	\$760.00	Com. Ed. Presenter
Q	009041	9/07/07	EDUCATION TO GO	\$1,896.50	Com. Ed. Presenter - Online Classes
Q	009042	9/07/07	ALAN LUGENA	\$25.23	Instructional supplies for Art Classes
Q	009043	9/07/07	SOUTH ORANGE COUNTY COMMUNITY	\$110,970.38	Reimbursement for Salaries, Benefits, etc.
Q	009044	9/14/07	CERT-IT	\$125.00	First Aid and Life Guard Certification
Q	009045	9/14/07	DESTINATION SCIENCE	\$5,009.00	Com. Ed. Presenter
Q	009046	9/14/07	DESTINATION SCIENCE	\$6,993.10	Com. Ed. Presenter
Q	009047	9/14/07	DESTINATION SCIENCE	\$737.20	Com. Ed. Presenter
Q	009048	9/14/07	KID'S GYM INC.	\$33,426.98	Community Education Presenter
Q	009049	9/14/07	MARSHALL REDDICK SEMINARS	\$606.50	Com. Ed. Presenter
Q	009050	9/14/07	SOUTHWEST OFFSET PRINTING CO.	\$27,862.01	Printing of Com. Ed. Catalogs
Q	009051	9/14/07	ESMERALDA GOULD	\$235.00	SADDLEBACK COMMUNITY EDUCATION REI UND
Q	009052	9/14/07	LINDA WOOD	\$21.54	Reimbursement for fax ink.
Q	009053	9/21/07	CA SCHOOL OF NOTARY PUBLIC, INC	\$75.00	Notary Proctor Exam Fees
Q	009054	9/21/07	COMPUTRAX, INC.	\$1,062.50	Com. Ed. Presenter
Q	009055	9/21/07	KAYLAA FOX	\$1,710.00	Com. Ed. Presenter
Q	009056	9/21/07	KID'S GYM INC.	\$125.00	First Aid and Life Guard Certification
Q	009057	9/21/07	ANDREW LAWSON	\$125.00	Reimbursement-First Aid & Life Guard Certification
Q	009058	9/21/07	REGINA ROCHA TOURS	\$1,530.00	Com. Ed. Tour Guide
Q	009059	9/21/07	PETER THOMPSON	\$125.00	Reimbursement-First Aid & Life Guard Certification
Q	009060	9/24/07	SOUTH ORANGE COUNTY COMMUNITY	\$60.00	Postage Refund
Q	009061	9/28/07	JAMES COSPER	\$364.00	Com. Ed Presenter
Q	009062	9/28/07	SADDLEBACK COLLEGE FOUNDATION	\$1,000.00	Sponsoring of SBC Foundation Gala Table
				\$195,019.94	

FUND SUMMARY

Description	Amount
09 - SC Community Education Fu	\$195,019.94
	<u>\$195,019.94</u>

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (IVC-CMED) - IVC Community Ed

Sort: Sorted by Warrant #

Selection: Between #008351 and 008356

S	Check #	Check Dt	Company Name	Check Amount	Description
O	008351	9/07/07	GATLIN EDUCATION SERVICES	\$2,995.00	ONLINE INSTRUCTIONAL SERVICES - COMMUNITY EDUCATIO
O	008352	9/07/07	MAD SCIENCE OF ORANGE COUNTY	\$1,166.20	Contract instructor Payment for IVC Comm. Ed.
O	008353	9/14/07	EDUCATION TO GO	\$1,477.00	CONTRACT INSTRUCTOR PAYMENT FOR COMMUNITY ED.
O	008354	9/14/07	NR COMPUTER LEARNING CENTER*	\$284.40	Contract presenter for IVC Comm. Ed.
O	008355	9/21/07	GATLIN EDUCATION SERVICES	\$1,395.00	ONLINE INSTRUCTIONAL SERVICES - COMMUNITY EDUCATIO
O	008356	9/28/07	GATLIN EDUCATION SERVICES	\$1,495.00	ONLINE INSTRUCTIONAL SERVICES - COMMUNITY EDUCATIO
				<hr/>	
				\$8,812.60	

FUND SUMMARY

Description	Amount
07 - IVC Community Education F	\$8,812.60
	<u>\$8,812.60</u>

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 4.14
DATE: 10/22/07

TO: Board of Trustees

FROM: Dr. Raghu P. Mathur, Chancellor

RE: SOCCCD: Budget Amendment: Adopt Resolution No. 07-30 to Amend 2007-2008 Restricted Child Development 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:

Non-Credit Matriculation Program at Irvine Valley College	\$1,252
Equal Employment Opportunity (Staff Diversity) at the District	\$3,212
Transfer & Articulation at Irvine Valley College	\$5,000
Scheduled Maintenance/Instructional Equipment - One Time at IVC	\$45,152
07/08 Instructional Equipment Grant at Irvine Valley College	\$81,877
07/08 Scheduled Maintenance Grant at Irvine Valley College	\$81,885
Total Increase to the General Fund	<u>\$218,378</u>
Total Budget Amendment	<u>\$218,378</u>

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution No. 07-30 to amend the 2007/2008 Adopted Budget as indicated in Exhibits A & B.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL FUND

RESOLUTION 07-30

October 22, 2007

WHEREAS, the Governing Board of the South Orange County Community College District has determined that income in the amount of \$218,378.00 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	8629	State Revenue	\$218,378
			\$218,378

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	4000	Books and Supplies	2,877
01	5000	Other Operating Expenses & Services	6,587
01	6000	Capital Outlay	\$208,914
			\$218,378

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 07-30

October 22, 2007

BUDGET AMENDMENT EXPENDITURE DETAIL

Non-Credit Matriculation Program at Irvine Valley College				
<u>INCOME</u>				
01- 8629-	1-031-4-024-000-6320	Non-Credit Matriculation at IVC		1,252
<u>EXPENDITURE</u>				
01- 4600-	1-031-4-073-074-6320	NINSTR SUPPLIES & MATERIALS		1,252

Equal Employment Opportunity (Staff Diversity)				
<u>INCOME</u>				
01- 8629-	1-034-7-014-090-6760	EEO Staff Diversity at the District		3,212
<u>EXPENDITURE</u>				
01- 4600-	1-034-7-014-090-6760	NINSTR SUPPLIES & MATERIALS		550
01- 5270-	1-034-7-014-090-6760	CONFERENCE: Staff Diversity		462
01- 5271-	1-034-7-014-090-6760	COMM RELAT: Staff Diversity		600
01- 5374-	1-034-7-014-090-6760	MEMBER DUE: Staff Diversity		350
01- 5810-	1-034-7-014-090-6760	CONTR PRNT: Staff Diversity		650
01- 5811-	1-034-7-014-090-6760	CONTR SERV: Staff Diversity		600
				3,212

Transfer and Articulation at Irvine Valley College				
<u>INCOME</u>				
01- 8629-	1-038-4-073-074-6310	Transfer & Articulation at IVC		5,000
<u>EXPENDITURE</u>				
01- 4580-	1-038-4-073-074-6310	DUPL & GRAPHICS CHRG BCKS		75
01- 4600-	1-038-4-073-074-6310	NINSTR SUPPLIES & MATERIALS		1,000
01- 5269-	1-038-4-073-074-6310	MILEAGE		400
01- 5270-	1-038-4-073-074-6310	CONFERENCE		3,430
01- 5374-	1-038-4-073-074-6310	MEMBER DUES		75
01- 5840-	1-038-4-073-074-6310	POSTAGE		20
				5,000

Scheduled Maintenance/Instructional Equipment - One Time at Irvine Valley College				
<u>INCOME</u>				
01- 8629-	1-225-4-000-000-0000	Sched Mnt/Instruc Eqpt-One Time, IVC		45,152
<u>EXPENDITURE</u>				
01- 6410-	1-225-4-025-000-4900	NEW EQUIPMENT		45,152

07/08 Instructional Equipment Grant at Irvine Valley College				
<u>INCOME</u>				
01- 8629-	1-226-4-000-000-0000	07/08 Instru Eqpt Grant at IVC		81,877
<u>EXPENDITURE</u>				
01- 6410-	1-226-4-025-000-4900	NEW EQUIPMENT		81,877

07/08 Scheduled Maintenance Grant at Irvine Valley College				
<u>INCOME</u>				
01- 8629-	1-227-4-000-000-0000	07/08 Instru Eqpt Grant at IVC		81,885
<u>EXPENDITURE</u>				
01- 6120-	1-227-4-025-000-4900	SITE IMPROV- CNTRCT SVCS		40,943
01- 6220-	1-227-4-025-000-4901	BUILDINGS- CONTRCT SVCS		40,942
				81,885

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL FUND

RESOLUTION 07-30

October 22, 2007

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 October 22, 2007.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 23rd day of October, 2007.

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

TO: Board of Trustees
FROM: Dr. Raghu P. Mathur, Chancellor
RE: SOCCCD: Trustees' Requests for Attending Conferences
ACTION: Approval

BACKGROUND

The Orange County Department of Education requires that all travel/mileage expenses claimed by trustees for official college business be approved by the Board of Trustees as well as their requests to attend upcoming conferences and meetings.

STATUS

The official trips reported in Exhibit A require approval for payment by the County of Orange.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve/ratify the Trustees' requests for attending conference(s) as shown in Exhibit A.

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

TRUSTEE ATTENDANCE AT CONFERENCES AND MEETINGS

Trustees wishing to attend:

EVENT/LOCATION	DATE(s)*	ESTIMATED COST** (per person)
2008 Community College Futures Assembly Hilton Hotel, Orlando, Florida	January 26 – 29, 2008 (4)	\$2,400.00

* The figure in parentheses is the estimated number of nights lodging

** The amount listed includes estimated airfare, lodging, meals, and other expenditures

TO: Board of Trustees

FROM: Dr. Raghu P. Mathur, Chancellor

RE: SOCCCD: 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 John Williams was absent from a Special Board Meeting on September 24, 2007 due to a hardship.

RECOMMENDATION

The Chancellor recommends that the board adopt resolution 07-33 (Exhibit A) authorizing payment to Trustee Williams who was unable to attend the Special Board meeting, as noted above, due to hardship.

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 07- 33

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 September 24, 2007, the Board of Trustees of the South Orange County Community College District held a special meeting; and

WHEREAS, Trustee Williams could not be present at the special meeting;
and

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

NOW, THEREFORE, BE IT RESOLVED that Trustee Williams shall be paid at the regular rate of compensation for the special meeting of the Board of Trustees held on September 24, 2007. .

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

Student Trustee Matthew Reynard was absent from a Special Board Meeting on September 24, 2007 due to a hardship.

RECOMMENDATION

The Chancellor recommends that the board adopt resolution 07-32 (Exhibit A) authorizing payment to Student Trustee Reynard who was unable to attend the Special Board meeting, as noted above, due to hardship.

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 07- 32

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 September 24, 2007, the Board of Trustees of the South Orange County Community College District held a special meeting; and

WHEREAS, Student Trustee Reynard could not be present at the special meeting; and

WHEREAS, it was determined that Student Trustee Reynard's absence was due to a hardship;

NOW, THEREFORE, BE IT RESOLVED that Student Trustee Reynard shall be paid at the regular rate of compensation for the special meeting of the Board of Trustees held on September 24, 2007.

TO: Board of Trustees
FROM: Dr. Raghu P. Mathur, Chancellor
RE: SOCCCD: Transfer of Budget Appropriations
ACTION: Approval

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 approve, 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 approval.

RECOMMENDATION

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

South Orange County Community College District
Transfer of Budget Appropriations

Journal Number	Account	Description	From	To
BT08-00063	01-2383-2-029-1-040-061-0799	HR SHORTERM SAL: Other Computer and Information Science	\$22,000.00	
	01-6411-2-029-1-040-061-0799	NEW EQUIP TECHNOLOGY: Other Computer and Information Science		\$22,000.00
			\$22,000.00	\$22,000.00
Journal Number	Account	Description	From	To
BT08-00066	01-4300-0-000-1-050-000-4930	INSTRUCTIONAL SUPPLIES & MATERIALS: General Studies(App Psy,	\$10,000.00	
	01-5270-0-000-1-050-000-6011	CONFERENCE: Instructional Deans		\$10,000.00
			\$10,000.00	\$10,000.00
Journal Number	Account	Description	From	To
BT08-00068	01-5270-1-030-4-024-000-6320	CONFERENCE: Matriculation Services	\$2,000.00	
	01-5271-1-030-4-024-000-6320	COMM RELATIONS: Matriculation & Student Assessment	\$4,000.00	
	01-5810-1-030-4-024-000-6320	CONTRACT PRINTING: Matriculation Services	\$4,000.00	
	01-5811-1-030-4-024-000-6320	CONTRACT SERVICES: Matriculation Services	\$8,000.00	
	01-6411-1-030-4-024-000-6320	NEW EQUIP TECHNOLOGY: Matriculation & Student Assessment	\$11,772.00	
	01-6410-1-030-4-024-000-6320	NEW EQUIPMENT: Matriculation Services		\$29,772.00
			\$29,772.00	\$29,772.00
Journal Number	Account	Description	From	To
BT08-00069	01-2141-1-030-4-024-000-6320	RG CLERIC SAL: Matriculation Services	\$10,530.00	
	01-6410-1-030-4-024-000-6320	NEW EQUIPMENT: Matriculation Services		\$10,530.00
			\$10,530.00	\$10,530.00
Journal Number	Account	Description	From	To
BT08-00076	95-7400-0-007-1-036-000-6450	OTHER TRANSFERS: Student Personnel Admin	\$13,615.00	
	95-4580-D-M37-1-036-000-6450	DUPL CHBAC: STUDENT DEVELOPMENT ASSESSMENT		\$1,000.00
	95-4600-D-M37-1-036-000-6450	NINSTR SUP: STUD DEVEL ASSESS		\$500.00
	95-4720-D-M37-1-036-000-6450	BANQ/MEALS: STUD DEVELOPMENT ASSESSMENT		\$1,415.00
	95-5270-D-M37-1-036-000-6450	CONFERENCE: STUDENT DEVELOPMENT ASSESSMENT		\$4,500.00
	95-5811-D-M37-1-036-000-6450	CONTR SERV: STUDENT DEVELOPMENT ASSESSMENT		\$1,000.00
	95-6410-D-M37-1-036-000-6450	NEW EQUIP: STUDENT DEVELOPMENT ASSESSMENT		\$5,200.00
			\$13,615.00	\$13,615.00
Journal Number	Account	Description	From	To
BT08-00077	01-2342-2-050-1-034-089-6950	NON-INSTR CLASS, OT: Parking	\$25,000.00	
	01-2346-2-050-1-034-089-6950	NON-INSTR CL SUB: Parking		\$1,000.00
	01-4600-2-050-1-034-089-6950	NON-INSTR SUPPLIES & MATERIALS: Parking		\$24,000.00
			\$25,000.00	\$25,000.00

Journal Number	Account	Description	From	To
BT08-00079	01-5811-1-637-6-015-000-6780	CONTRACT SERVICES: Management Information Systems	\$16,260.00	
	01-6440-1-637-6-015-000-6780	: Management Information Systems		\$16,260.00
			<u>\$16,260.00</u>	<u>\$16,260.00</u>
Journal Number	Account	Description	From	To
BT08-00093	01-1415-2-201-1-025-000-4900	HR NCLSRM FAC STI: Interdisciplinary Studies	\$4,684.00	
	01-4200-2-201-1-053-024-4930	BOOKS/MAGAZINE & PERIODICALS: General Studies(App Psy,Pre-co	\$2,755.00	
	01-6412-2-201-1-053-024-4930	SOFTWARE: General Studies(App Psy,Pre-coll Math &		\$7,439.00
			<u>\$7,439.00</u>	<u>\$7,439.00</u>
Journal Number	Account	Description	From	To
BT08-00098	01-1413-1-238-1-058-053-2206	HR NCLSRM FAC PT: Geography	\$15,000.00	
	01-5811-1-238-1-058-053-2206	CONTRACT SERVICES: Geography		\$15,000.00
			<u>\$15,000.00</u>	<u>\$15,000.00</u>
Journal Number	Account	Description	From	To
BT08-00102	01-1313-2-089-1-054-033-1230	HR CLSSRM FAC PT: Nursing	\$6,500.00	
	01-6411-2-089-1-054-033-1230	NEW EQUIP TECHNOLOGY: Nursing		\$6,500.00
			<u>\$6,500.00</u>	<u>\$6,500.00</u>
Journal Number	Account	Description	From	To
BT08-00103	01-5811-0-000-7-015-000-6780	CONTRACT SERVICES: Information Systems & Services	\$7,358.00	
	01-6412-0-000-7-015-000-6780	SOFTWARE: Management Information Systems	\$12,820.00	
	01-5153-0-000-7-015-000-6780	CONSULTANT: Information Systems & Services		\$7,358.00
	01-5812-0-000-7-015-000-6780	CONTRACT SVCS SOFTWARE LICENSING, MAINT: Management Informat		\$12,820.00
			<u>\$20,178.00</u>	<u>\$20,178.00</u>
Journal Number	Account	Description	From	To
BT08-00128	01-6411-1-607-4-041-061-6780	NEW EQUIP TECHNOLOGY: Management Information Systems	\$14,580.00	
	01-5811-1-607-4-041-061-6780	CONTRACT SERVICES: Management Information Systems		\$14,580.00
			<u>\$14,580.00</u>	<u>\$14,580.00</u>
Journal Number	Account	Description	From	To
BT08-00133	96-7900-D-M01-4-036-000-0000	CONTINGENC: ASG OFFICE	\$1,000.00	
	96-4600-D-M38-4-036-000-0000	NINSTR SUP: SPECIALTY TICKETS		\$1,000.00
			<u>\$1,000.00</u>	<u>\$1,000.00</u>
Journal Number	Account	Description	From	To
BT08-00135	40-6220-1-000-1-025-000-6720	BLDG (CNTRCT SRV): Fiscal Operations	\$125,672.00	
	40-7100-1-000-1-025-000-6570	DEBT RETIREMENT, COPS: Physical Plant: Utilities		\$125,672.00
			<u>\$125,672.00</u>	<u>\$125,672.00</u>
Journal Number	Account	Description	From	To
BT08-00143	01-5811-1-240-1-050-000-4930	CONTRACT SERVICES: General Studies(App Psy,Pre-coll Math &	\$7,825.00	
	01-2342-1-240-1-050-000-4930	NON-INSTR CLASS, OT: General Studies(App Psy,Pre-coll Math &		\$2,000.00

01-2483-1-240-1-050-000-4930	HR INSTR STRM SAL: General Studies(App Psy,Pre-coll Math &	\$3,500.00
01-3210-1-240-1-050-000-4930	PERS INSTR STAFF: General Studies(App Psy,Pre-coll Math &	\$500.00
01-3220-1-240-1-050-000-4930	PERS NON-INSTR STAFF: General Studies(App Psy,Pre-coll Math	\$900.00
01-3310-1-240-1-050-000-4930	OASDI INSTR CLSSF: General Studies(App Psy,Pre-coll Math &	\$200.00
01-3320-1-240-1-050-000-4930	OASDI NINST CLSSF: General Studies(App Psy,Pre-coll Math &	\$350.00
01-3350-1-240-1-050-000-4930	MEDIC INSTR EMPLY: General Studies(App Psy,Pre-coll Math &	\$100.00
01-3360-1-240-1-050-000-4930	MEDIC NINST EMPLY: General Studies(App Psy,Pre-coll Math &	\$125.00
01-3510-1-240-1-050-000-4930	UNEMP INSTR STAFF: General Studies(App Psy,Pre-coll Math &	\$100.00
01-3610-1-240-1-050-000-4930	WCOMP INSTRUCTIONAL: General Studies(App Psy,Pre-coll Math &	\$50.00
		<hr/>
		\$7,825.00 \$7,825.00

Journal Number	Account	Description	From	To
BT08-00152	40-6410-1-671-7-015-000-6780	NEW EQUIPMENT: Management Information Systems	\$296,000.00	
	40-5811-1-671-7-015-000-6780	CONTRACT SERVICES: Management Information Systems		\$296,000.00
			<hr/>	<hr/>
			\$296,000.00	\$296,000.00

Journal Number	Account	Description	From	To
BT08-00156	01-5153-0-000-8-016-000-6625	CONSULTANT: ATEP	\$10,000.00	
	01-6412-0-000-8-016-000-6625	SOFTWARE: ATEP		\$10,000.00
			<hr/>	<hr/>
			\$10,000.00	\$10,000.00

Journal Number	Account	Description	From	To
BT08-00158	01-6220-0-000-1-025-000-6510	BLDG (CNTRCT SRV): Physical Plant: Building Maint & Repairs	\$8,000.00	
	01-5153-0-000-1-025-000-6570	CONSULTANT: Physical Plant: Utilities		\$8,000.00
			<hr/>	<hr/>
			\$8,000.00	\$8,000.00

TOTAL \$639,371.00 \$639,371.00

Recommended for Ratification

By The Board of Trustees of South Orange County Community College District

Saddleback College

Journal Number	BT08-00055	BT08-00100	BT08-00126	BT08-00149
	BT08-00056	BT08-00101	BT08-00130	BT08-00161
	BT08-00057	BT08-00106	BT08-00132	BT08-00163
	BT08-00062	BT08-00107	BT08-00139	BT08-00164
	BT08-00074	BT08-00108	BT08-00140	
	BT08-00080	BT08-00114	BT08-00142	
	BT08-00089	BT08-00116	BT08-00145	
	BT08-00090	BT08-00118	BT08-00146	
	BT08-00092	BT08-00119	BT08-00147	
	BT08-00099	BT08-00125	BT08-00148	

Irvine Valley College

Journal Number	BT08-00059	BT08-00117	BT08-00171
	BT08-00065	BT08-00127	
	BT08-00071	BT08-00129	
	BT08-00078	BT08-00131	
	BT08-00085	BT08-00153	
	BT08-00087	BT08-00170	

District Services

Journal Number	BT08-00058
-----------------------	------------

A T E P

Journal Number

TO: Board of Trustees
FROM: Dr. Raghu P. Mathur, Chancellor
RE: Saddleback College: Associated Student Government Budget 2007-08
ACTION: Approval

BACKGROUND

The Associated Student Government (ASG) of Saddleback College was originally established in 1968 as a student government organization dedicated to the goals of providing a high-quality program of student development, and enhancing the overall collegiate environment of Saddleback College. Each year the Associated Student Government establishes a budget designed to fund a comprehensive program of activities and educational experiences at Saddleback College for the benefit of students, staff and the community (Exhibit A). The funding sources for this budget are generated through the sale of Associated Student Body (ASB) stamp fee, revenue from the Bookstore, Coffee Cart, Cafeteria, and other fund-raising activities sponsored by ASG.

STATUS

The 2007-08 Saddleback College Associated Student Government budget has been developed and approved by the Associated Student Government Senate and Executive Cabinet, and was reviewed and endorsed by the Saddleback College Planning and Budget Council (Exhibit B).

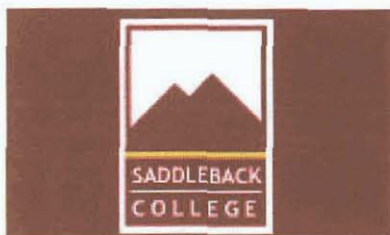
RECOMMENDATION

The Chancellor recommends that the Board of Trustees ratify the Associated Student Government of Saddleback College Budget for 2007-08 as presented in Exhibit B.

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



ASG '07-'08 Budget Presentation



SOCCCD Board of Trustees
Meeting 10/22/2007

Summer Budget Committee

- **Voting Members:** CJ Park (ASG President), Justin Brahms (ASG Vice President) Basim Sadrzadeh (ICC Director), Neda Duggan (Treasurer) & Ryan Abila (ICC Deputy Director)
- **Advisory Members:** Maria Besnard (ASG Advisor)

Allocation process:

- Review allocation request
- Consider previous year's allocation
- Discuss and debate allocation
- Review all allocations a second time
- Vote on final budget

Funding Criteria and Priorities

- The educational impact that the funds would have on students.
- The number of students that would benefit from the money allocated.
- The community awareness and community draw of the event.
- Higher priority was given to events/programs that were funded previously, and were well-attended.
- The amount allocated in 2006-2007 fiscal year budget.
- Amount of last year's allocated budget expensed by the end of the 2006-2007 fiscal year.

The Senate and the Budget

- The ASG Senate reviews, discusses, and approves (by simple majority) the annual ASG budget
- The Senate reviews, discusses, and approves (by simple majority) the funding of requests out of contingency during the year.
- 2007-08 Allocated Undistributed (contingency) is approximately \$39,612 (or 4%) of the total unrestricted budget.
- All funding must conform to ASG Constitution, ASG Bylaws, and all local, state, and federal laws and regulations.

ASG '07-'08 Projected Income Comparison

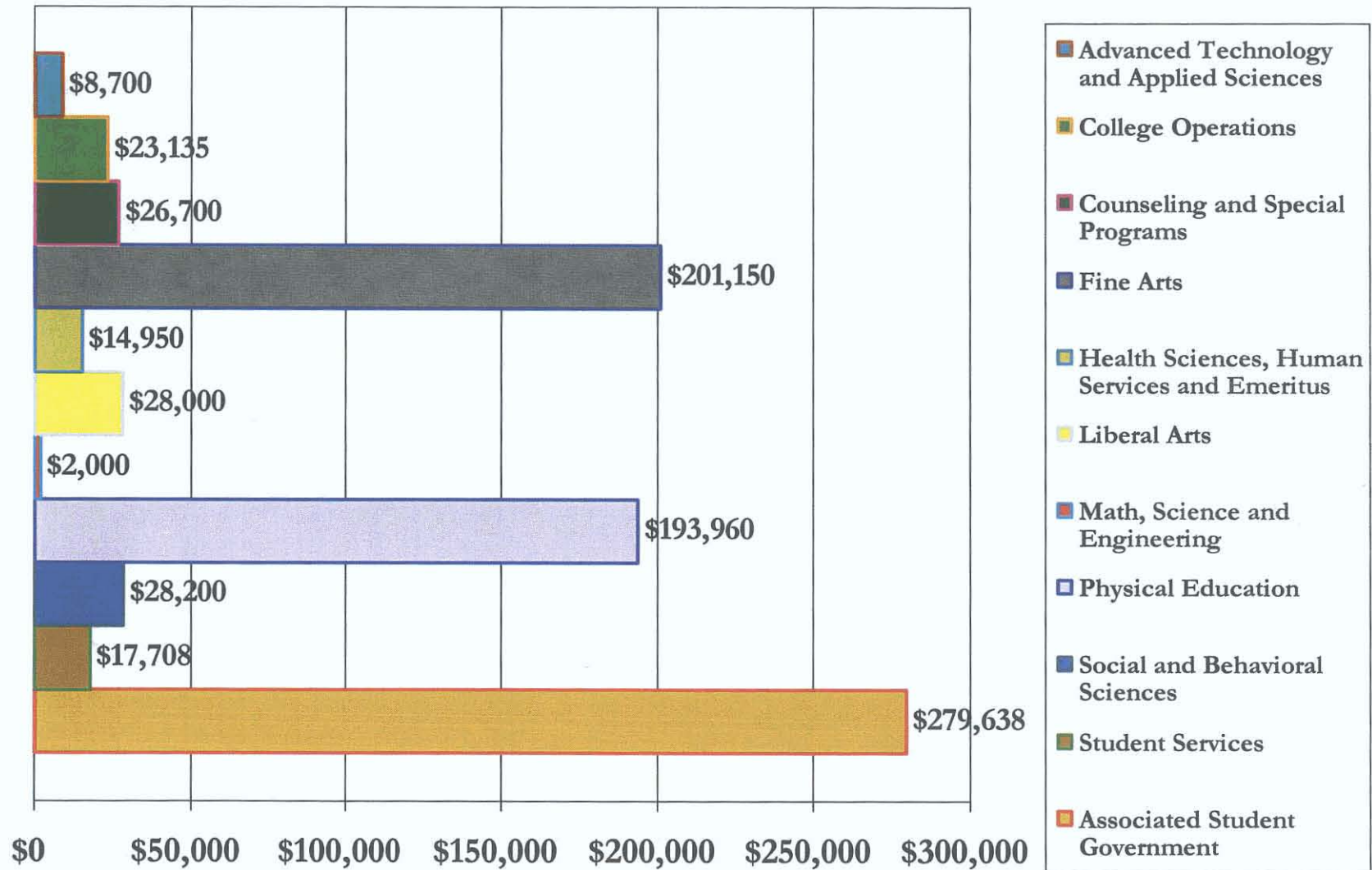
<u>Description</u>	<u>'06-'07 Projected</u>	<u>'06-'07 Actual</u>	<u>'07-'08 Projected</u>
ASB Card Sales	\$ 40,000	\$ 61,664	\$ 47,000
Bookstore	647,455	647,455	650,000 *
Food/Beverage	101,445	81,907	68,200 *
Football	8,000	23,913	8,000
Basketball	5,000	3,229	5,000
Theatre/Dance	35,000	54,229	41,500
Rollover	205,560	205,560	269,087
<u>Total Income</u>	\$ 1,042,460	\$1,077,957	\$ 1,088,787
<u>Restricted Funds</u>	\$ 225,282	\$ 211,282	\$ 225,034
<u>Total Projected Budget</u>	\$ 817,178	\$ 866,675	\$ 863,753

❖ These numbers reflect the 2007-2008 contract commissions minimum guarantee.

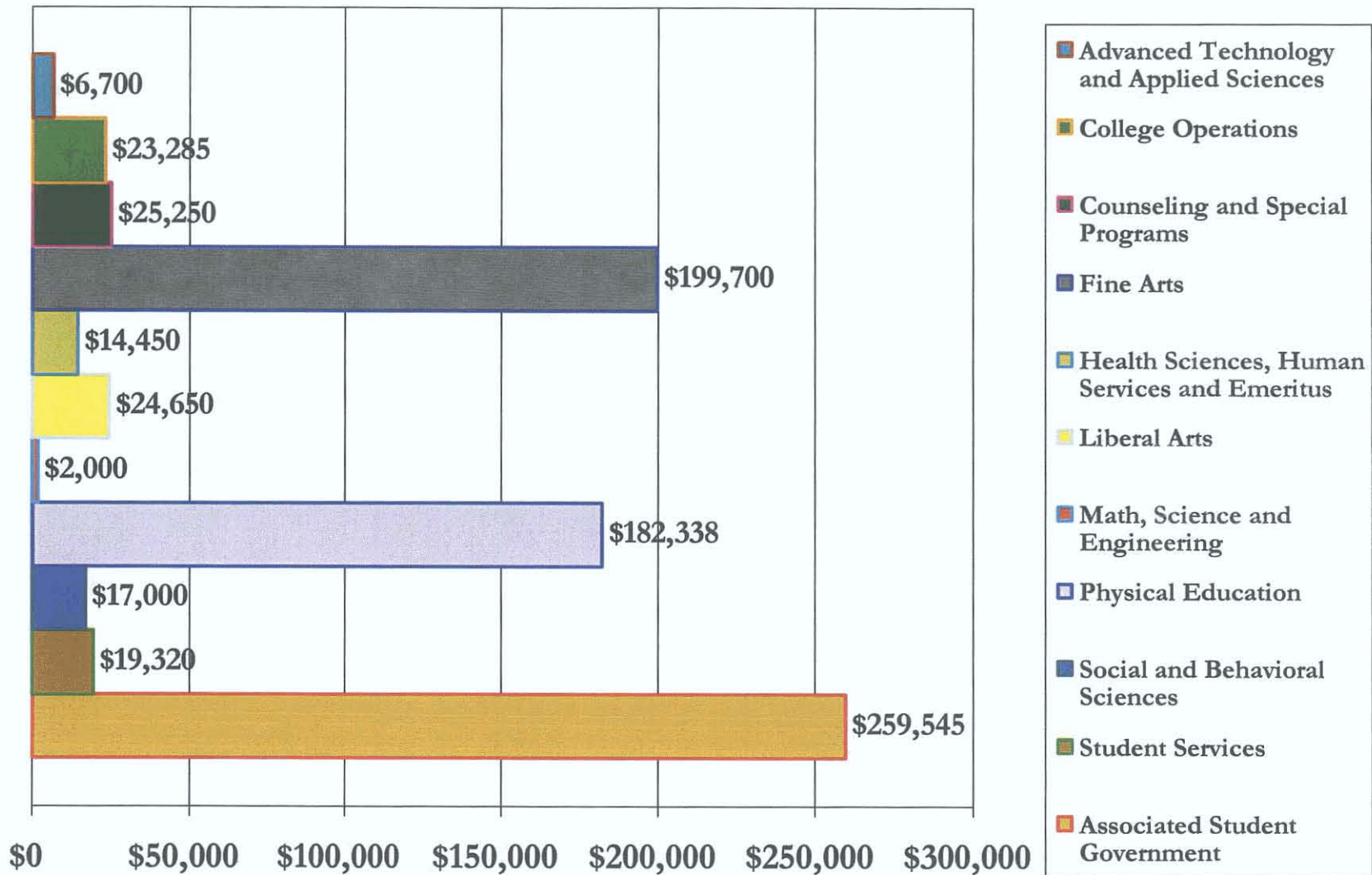
ASG '07-'08 Restricted Funds

<u>Description</u>	<u>'07-'08 Beginning</u>
OCTFCU Liquid Money Acct./CD	\$ 87,235
LAIF (county savings)	1,299
Program Development Budget	90,000
06-07 Adjusted Encumbrances	6,000
Cash Fund	500
Cafeteria Emergency Fund	40,000
<u>Total Total Restricted Funds</u>	<u>\$ 225,034</u>

Division Allocations: '07-'08



Division Allocations: '06-'07



Division Allocation Comparison

'06-'07 thru '07-'08

Division	06-'07	07-'08	Difference
ATAS	\$ 6,700	\$ 8,700	\$2,000
College Ops	23,285	23,135	(150)
CSP	25,250	26,700	1,450
FA	199,700	201,150	1,450
HS&S&EI	14,450	14,950	500
LA	24,650	28,000	3,350
MSE	2,000	2,000	0
PE	182,338	193,960	11,622
SBS	17,000	28,200	11,200
SS	19,320	17,708	(1,612)
ASG	259,545	279,638	20,093
Total	\$774,238	\$824,141	\$49,903
Contingency	\$19,207	\$39,612	\$20,405
Restricted funds		\$225,034	
TOTAL Expense		\$1,065,008	

Associated Student Government

Examples of Allocations

<u>Description</u>	<u>Amount Allocated</u>
ASG E-Cab Budget	\$ 5,000
Bookstore Assessment	40,000
Cafeteria Assessment	58,000
Cafeteria Repairs & Upgrades	19,093
Gameroom Worker Salaries	25,000
Scholarships (General)	32,000
ICC Operational Funds	17,000
Campus Beautification	5,000

Questions & Answers

**ASG Appropriation Request
2007-2008**

Exhibit B

Event/Program	Requestor	Division	Requested	Allocated Last Yr	Allocated This Yr
KSBR - Conference	Terry Wedel	ATAS	\$ 7,980.00	\$ 4,000.00	\$ 4,250.00
California Native Garden	Morgan Barrows	ATAS	\$ 500.00		
Film Festival	Charles Myers	ATAS	\$ 4,000.00	\$ 1,500.00	\$ 1,500.00
College Showcase	Charles Myers	ATAS	\$ 1,500.00		\$ -
Film Grants	Charles Myers	ATAS	\$ 10,000.00		\$ 1,750.00
Fashion Show	Diane McGroarty	ATAS	\$ 2,000.00	\$ 1,200.00	\$ 1,200.00
TOTALS			\$ 25,980.00	\$ 6,700.00	\$ 8,700.00

Event/Program	Requestor	Division	Requested	Allocated Last Yr	Allocated This Yr
MSE Academic Triathlon	Jane E. Horlings	MSE	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00
Biology Open House	Karah Street	MSE	\$ 250.00	\$ -	\$ -
TOTALS			\$ 3,250.00	\$ 2,000.00	\$ 2,000.00

Event/Program	Requestor	Division	Requested	Allocated Last Yr	Allocated This Yr
Anthropology Conference	Renee Garcia	SBS	\$ 3,000.00		\$ 2,000.00
Anthropology Brown Bag	Renee Garcia	SBS	\$ 3,200.00		\$ 3,200.00
Model UN - American West	Trevor Samhammer	SBS	\$ 3,824.00	\$ 17,000.00	\$ 18,000.00
Model UN - California	Trevor Samhammer	SBS	\$ 1,200.00		
Model UN - UC Berkeley	Trevor Samhammer	SBS	\$ 5,600.00		
Model UN - National Conference	Trevor Samhammer	SBS	\$ 15,220.00		
Model UN - Long Beach	Trevor Samhammer	SBS	\$ 1,200.00		
Model UN - U of Penn	Trevor Samhammer	SBS	\$ 10,424.00		
CDES Major's Night	June Millovich	SBS	\$ 1,500.00		\$ -
Vagina Monologues	Margot Lovett	SBS	\$ 4,700.00		\$ 3,000.00
Women's History Month	Margot Lovett	SBS	\$ 7,500.00		\$ 2,000.00
TOTALS			\$ 57,368.00	\$ 17,000.00	\$ 28,200.00

Event/Program	Requestor	Division	Requested	Allocated Amount	Allocated This Yr
Nursing Career Fair	Diane Pestolesi	HSHSEI	\$ 1,050.00	\$ 1,000.00	\$ 1,000.00
Nursing Pinning Ceremony	Diane Pestolesi	HSHSEI	\$ 3,200.00	\$ 1,500.00	\$ 1,500.00
Sign Language Graduation	Rita Tamer	HSHSEI	\$ 1,095.00		
Sign Language Promotional	Rita Tamer	HSHSEI	\$ 800.00		
Human Services Graduation	Peggy Dakin	HSHSEI	\$ 675.00	\$ 400.00	\$ 400.00
Red Ribbon	Peggy Dakin	HSHSEI	\$ 1,700.00	\$ 1,500.00	\$ 1,500.00
CAADE Conference	Peggy Dakin	HSHSEI	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00
Human Services Promotional	Peggy Dakin	HSHSEI	\$ 1,000.00	\$ 200.00	\$ 300.00
Phlebotomy Promotional	Kay Stevens	HSHSEI	\$ 1,000.00		
Medical Assisting Promotional	Kay Stevens	HSHSEI	\$ 700.00	\$ 500.00	\$ 400.00

**ASG Appropriation Request
2007-2008**

Exhibit B

Medical Assisting Recogniton	Kay Stevens	HSHSEI	\$ 1,280.00		
Paramedic National Registry Exam	Joanna W. Reina	HSHSEI	\$ 400.00		
CNSA - Annual Conference	Larry Knapp/Shanen Da	HSHSEI	\$ 7,245.00	\$ 7,250.00	\$ 7,750.00
CNSA - General Meetings	Larry Knapp/Shanen Da	HSHSEI	\$ 2,025.00	\$ -	\$ -
CNSA - Mid year Conference	Larry Knapp/Shanen Da	HSHSEI	\$ 11,006.00	\$ -	\$ -
CNSA - Nursing Orientation	Larry Knapp/Shanen Da	HSHSEI	\$ 1,240.00		
CNSA - State Convention	Larry Knapp/Shanen Da	HSHSEI	\$ 5,799.00		
Emeritus Inst. Publication	Sandra Marzilli	HSHSEI	\$ 700.00	\$ 750.00	\$ 700.00
Emeritus Inst. Arts Show	Sandra Marzilli	HSHSEI	\$ 600.00	\$ 250.00	\$ 300.00
TOTALS			\$ 42,615.00	\$ 14,450.00	\$ 14,950.00

Event/Program	Requestor	Division	Requested	Allocated Amount	Allocated This Yr
HS Dance Festival	Sharon Haas	PE	\$ 4,750.00		\$ -
Guest Speakers	Troyce Thome	PE	\$ 1,500.00	\$ 1,000.00	\$ 750.00
Pep Squad - Meals & Banquet	Denise Harris	PE	\$ 1,900.00	\$ 1,300.00	\$ 1,300.00
Pep Squad - Workshop	Denise Harris	PE	\$ 9,000.00	\$ 7,000.00	\$ 6,500.00
SID Press Box	Jerry Hannula	PE	\$ 300.00	\$ 250.00	\$ 200.00
Mission Conference Media Day	Jerry Hannula	PE	\$ 60.00	\$ 60.00	\$ 60.00
Game Workers - Sports Info	Jerry Hannula	PE	\$ 9,215.00	\$ 6,985.00	\$ 7,000.00
Dance Concerts	Dorothy Garant	PE	\$ 24,000.00	\$ 2,000.00	\$ 5,000.00
Student Trainer Uniforms	Brad McReynolds	PE	\$ 1,750.00	\$ 600.00	\$ 700.00
Facility Rental Expenses	Tony Lipold	PE	\$ 14,000.00	\$ -	\$ 7,850.00
Team Awards	Tony Lipold	PE	\$ 3,400.00	\$ 1,500.00	\$ 1,500.00
Banquet Special Guests	Tony Lipold	PE	\$ 500.00	\$ 300.00	\$ 300.00
Banquet Meals	Tony Lipold	PE	\$ 5,084.00	\$ 5,000.00	\$ 5,000.00
Championship Awards	Tony Lipold	PE	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00
Entry Fees	Tony Lipold	PE	\$ 15,455.00	\$ 15,455.00	\$ 15,455.00
Lodging	Tony Lipold	PE	\$ 18,000.00	\$ 17,545.00	\$ 17,545.00
Meals	Tony Lipold	PE	\$ 60,000.00	\$ 47,793.00	\$ 50,000.00
Officials	Tony Lipold	PE	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
Playoffs/Post Season	Tony Lipold	PE	\$ 47,000.00	\$ 47,000.00	\$ 47,000.00
Program Development	Tony Lipold	PE	\$ 5,000.00	\$ 2,500.00	\$ 2,000.00
Scholar Athlete Recognition Luncheon	Tony Lipold	PE	\$ 2,000.00	\$ 750.00	\$ 500.00
Scouting	Tony Lipold	PE	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Surfing	Tony Lipold	PE	\$ 5,750.00	\$ 2,300.00	\$ 2,300.00
TOTALS			\$ 252,664.00	\$ 182,338.00	\$ 193,960.00

**ASG Appropriation Request
2007-2008**

Exhibit B

Event/Program	Requestor	Division	Requested	Allocated Last Yr	Allocated This Yr
Lariat Awards Banquet	Kathleen Buckner	LA	\$ 2,000.00	\$ 800.00	\$ 800.00
Lariat Open House	Kathleen Buckner	LA	\$ 600.00	\$ 300.00	\$ 300.00
JACC State Convention	Kathleen Buckner	LA	\$ 12,440.00	\$ 9,500.00	\$ 10,000.00
National Convention	Kathleen Buckner	LA	\$ 3,720.00		
Regional Conference	Kathleen Buckner	LA	\$ 3,804.00		
Editor and Photo Camp	Kathleen Buckner	LA	\$ 1,804.00		
ACP Regional Conference	Kathleen Buckner	LA	\$ 16,000.00		
WPA Magazine Convention	Kathleen Buckner	LA	\$ 2,152.00		
Orange Appeal Magazine	Kathleen Buckner	LA	\$ 12,000.00	\$ 3,000.00	\$ 4,000.00
Wall Literary Magazine	Suki Fisher	LA	\$ 5,500.00	\$ 3,000.00	\$ 3,500.00
Oxford Study Abroad	Suki Fisher	LA	\$ 3,000.00		
Día de los Muertos	Carmenmara HB	LA	\$ 1,800.00		
Gender Conference	Carmenmara HB	LA	\$ 5,000.00	\$ 1,500.00	
Latin American Film Festival	Carmenmara HB	LA	\$ 1,500.00	\$ 750.00	\$ 800.00
Study Abroad Spain	Carmenmara HB	LA	\$ 12,000.00		
Ramadan	Carmenmara HB	LA	\$ 1,800.00	\$ 800.00	\$ 800.00
International Film Festival	Carmenmara HB	LA	\$ 1,500.00	\$ 750.00	\$ 800.00
Voices Latinas Magazine	Carmenmara HB	LA	\$ 5,000.00		
PTK National Conference	Andrew Olson	LA	\$ 12,472.00	\$ 2,250.00	\$ 5,000.00
PTK Community Service	Andrew Olson	LA	\$ 500.00		
PTK Induction Ceremonies	Andrew Olson	LA	\$ 2,160.00		
International Voice publication	Kathleen Smith/Carol B	LA	\$ 5,000.00	\$ 2,000.00	\$ 2,000.00
TOTALS			\$ 111,752.00	\$ 24,650.00	\$ 28,000.00

Event/Program	Requestor	Division	Requested	Allocated Last Yr	Allocated This Yr
DryCleaning -Theatre Arts	Kate Realista	FA	\$ 1,300.00	\$ 950.00	\$ 950.00
Royalties/Fees - Theatre Arts	Kate Realista	FA	\$ 13,000.00	\$ 10,000.00	\$ 10,000.00
Supplies/Materials - Theatre Arts	Kate Realista	FA	\$ 72,620.00	\$ 50,000.00	\$ 52,000.00
Rents & Leases - Theatre Arts	Kate Realista	FA	\$ 35,900.00	\$ 20,000.00	\$ 20,000.00
Equipment Repair - Theatre Arts	Kate Realista	FA	\$ 7,600.00	\$ 2,500.00	\$ 2,500.00
Contract Services - Theatre Arts	Kate Realista	FA	\$ 114,300.00	\$ 65,000.00	\$ 63,000.00
Advertising - Theatre Arts	Kate Realista	FA	\$ 4,500.00	\$ 4,000.00	\$ 4,000.00
New Equipment - Theatre Arts	Kate Realista	FA	\$ 1,500.00	\$ -	\$ -
Software - Theatre Arts	Kate Realista	FA	\$ 1,000.00	\$ -	\$ -
Travel/Registration- Theater Arts	Kate Realista	FA	\$ 4,000.00	\$ 750.00	\$ -
Art Gallery - Food Supplies	Bob Rickerson	FA	\$ 1,000.00	\$ 8,500.00	\$ 8,500.00
Art Gallery - Office Supplies	Bob Rickerson	FA	\$ 4,000.00		
Art Gallery - Contract Printing	Bob Rickerson	FA	\$ 1,000.00		

**ASG Appropriation Request
2007-2008**

Exhibit B

Art Gallery - Postage	Bob Rickerson	FA	\$ 500.00		
Art Gallery - Equipment Rental	Bob Rickerson	FA	\$ 500.00		
Art Gallery - Duplicating	Bob Rickerson	FA	\$ 10,000.00		
Concert Hour	Norm Weston	FA	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00
Jazz Program	Joey Sellers	FA	\$ 4,990.00	\$ 3,000.00	\$ 3,000.00
Guest Lecture Series	Rocco Cifone	FA	\$ 5,700.00	\$ 2,000.00	\$ 2,700.00
Instrumental Music Program	Carmen Dominguez	FA	\$ 43,430.00	\$ 10,000.00	\$ 11,000.00
Guest Artist in Resident	Larry Jones	FA	\$ 5,800.00	\$ 3,000.00	\$ 3,000.00
Readers Theatre Supplies	Larry Radden	FA	\$ 1,000.00	\$ 1,000.00	\$ 500.00
Readers Theatre Books	Larry Radden	FA	\$ 1,000.00		
Forensics (Airfare,Lodging,etc)	Larry Radden	FA	\$ 23,000.00	\$ 17,000.00	\$ 18,000.00
Forensics Season (Banquet)	Larry Radden	FA	\$ 1,300.00		
Forensics Season (Awards)	Larry Radden	FA	\$ 800.00		
TOTALS			\$ 363,740.00	\$ 199,700.00	\$ 201,150.00

Event/Program	Requestor	Division	Requested	Allocated Last Yr	Allocated This Yr
Conference for High Schools	Jerilyn Chuman	CSP	\$ 1,200.00	\$ 600.00	\$ 500.00
High School Advisory Council	Jerilyn Chuman	CSP	\$ 300.00	\$ 150.00	\$ 150.00
Student Handbook	Jerilyn Chuman	CSP	\$ 10,000.00	\$ 4,000.00	\$ 4,000.00
EOPS/CARE Mentor Program	Juanita Baltierra	CSP	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Student Recognition (EOPS)	Yvonne Powell	CSP	\$ 3,000.00	\$ 1,000.00	\$ 1,000.00
Winter Workshop	Yvonne Powell	CSP	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00
Latino/a Mini Conference	Maria Paniagua	CSP	\$ 3,000.00	\$ 1,000.00	\$ 1,000.00
Spanish Handbook 06-07	Maria Paniagua	CSP	\$ 15,000.00		
University Road Trip	Miki Mikolajczak	CSP	\$ 3,080.00	\$ -	\$ -
Transfer Newsletter	Miki Mikolajczak	CSP	\$ 5,000.00	\$ -	\$ -
Transfer Celebration	Miki Mikolajczak	CSP	\$ 5,100.00	\$ 4,700.00	\$ 4,700.00
College Fairs	Miki Mikolajczak	CSP	\$ 480.00	\$ 250.00	\$ 300.00
Transfer Night Fair	Miki Mikolajczak	CSP	\$ 300.00	\$ 250.00	\$ 200.00
Transfer Day	Miki Mikolajczak	CSP	\$ 350.00	\$ 250.00	\$ 250.00
Volunteer Recognition	Randy Anderson	CSP	\$ 2,200.00	\$ 800.00	\$ 1,000.00
(Ride the Wave)Early Bird Orientation	Randy Anderson	CSP	\$ 2,000.00	\$ 350.00	\$ 1,000.00
Ability Awareness Fall Event	Randy Anderson	CSP	\$ 3,500.00	\$ 1,500.00	\$ 1,500.00
Ability Awareness Camp	Randy Anderson	CSP	\$ 6,500.00	\$ 5,000.00	\$ 5,200.00
Women's Conference	Sholeh Alizadeh	CSP	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00
Meeting/Workshops (Re-Entry/Women)	Sholeh Alizadeh	CSP	\$ 200.00	\$ 200.00	\$ -
Learning Resources (Re-Entry/Women)	Sholeh Alizadeh	CSP	\$ 400.00	\$ 200.00	\$ 400.00
Mental Health Awareness Workshops	Maryam Azary	CSP	\$ 1,500.00		\$ 500.00
TOTALS			\$ 70,610.00	\$ 25,250.00	\$ 26,700.00

**ASG Appropriation Request
2007-2008**

Exhibit B

Event/Program	Requestor	Division	Requested	Allocated Last Yr	Allocated This Yr
Football Games	Harry Parmer	College Oper	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
AV - Cafeteria Skylite cover	Eric Garant	College Oper	\$ 16,250.00	\$ -	\$ -
AV - Cafeteria Window shades	Eric Garant	College Oper	\$ 1,650.00	\$ 750.00	\$ -
Foundation Fundraiser	Michelle Anstadt	College Oper	\$ 2,500.00	\$ 900.00	\$ 1,000.00
Veterans Memorial	Michelle Anstadt	College Oper	\$ 10,000.00	\$ 1,000.00	\$ 1,000.00
Scholarship Ceremony	Michelle Anstadt	College Oper	\$ 13,350.00	\$ 12,500.00	\$ 12,500.00
Alumni - Homecoming BBQ	Penny Skaff	College Oper	\$ 2,000.00	\$ 2,485.00	\$ 2,000.00
Alumni - Newsletter	Penny Skaff	College Oper	\$ 600.00		\$ 485.00
Aulmni - Dean's List	Penny Skaff	College Oper	\$ 1,000.00		\$ 500.00
Classified Staff Development	Mark Kruhmin	College Oper	\$ 600.00	\$ 450.00	\$ 450.00
Maintenance	John Ozurivich	College Oper	\$ 16,585.00	\$ 1,200.00	\$ 1,200.00
Academic Senate	Ana Maria Cobos	College Oper	\$ 10,000.00		\$ -
TOTALS			\$ 78,535.00	\$ 23,285.00	\$ 23,135.00

Event/Program	Requestor	Division	Requested	Allocated Last Yr	Allocated This Yr
Student Ambassadors	Leslie Humphrey	Student Serv	\$ 3,000.00	\$ 1,000.00	\$ 1,000.00
Senior Day	Leslie Humphrey	Student Serv	\$ 10,000.00	\$ 8,000.00	\$ 8,000.00
Welcome Day	Leslie Humphrey	Student Serv	\$ 6,500.00	\$ 3,500.00	\$ 3,000.00
Family Night	Leslie Humphrey	Student Serv	\$ 4,000.00	\$ 2,500.00	\$ 2,500.00
Healthy Lifestyles Promotion-condoms	Brenda Frame	Student Serv	\$ 600.00		\$ -
Healthy Lifestyles Promotion-pamphlets	Brenda Frame	Student Serv	\$ 600.00		\$ -
Healthy Lifestyles Promotion-supples	Brenda Frame	Student Serv	\$ 200.00	\$ 200.00	\$ -
SSC Building Beautification	Brenda Frame	Student Serv	\$ 3,588.00	\$ 2,500.00	\$ 1,588.00
Child Development Center	Lisa Cavallaro	Student Serv	\$ 2,500.00	\$ 1,500.00	\$ 1,500.00
Financial Aid Daze	Mary Hall	Student Serv	\$ 120.00	\$ 120.00	\$ 120.00
TOTALS			\$ 31,108.00	\$ 19,320.00	\$ 17,708.00

Event/Program	Requestor	Division	Requested	Allocated Last Yr	Allocated This Yr
ASB Conference Travel	Maria Besnard	ASG	\$ 5,000.00	\$ 2,000.00	\$ 2,000.00
ASG Banquet (awards, decorations)	Maria Besnard	ASG	\$ 4,000.00	\$ 2,000.00	\$ 2,500.00
ASG Conferences	Maria Besnard	ASG	\$ 4,000.00	\$ 6,000.00	\$ 6,000.00
ASG Equipment	Maria Besnard	ASG	\$ 2,000.00	\$ 1,500.00	\$ 1,000.00
ASG tshirts	Maria Besnard	ASG	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
ASG Supplies	Maria Besnard	ASG	\$ 5,000.00	\$ 2,500.00	\$ 1,200.00
ASG Postage	Maria Besnard	ASG	\$ 2,000.00	\$ 2,000.00	\$ 1,300.00
ASG ECAB Budget	Maria Besnard	ASG	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
ASG Credit Card Fees	Maria Besnard	ASG	\$ 45.00	\$ 45.00	\$ 45.00

**ASG Appropriation Request
2007-2008**

Exhibit B

ASG Retreats	Maria Besnard	ASG	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
Bookstore Assessment	Maria Besnard	ASG	\$ 40,000.00	\$ 38,000.00	\$ 40,000.00
Cafeteria Assessment	Maria Besnard	ASG	\$ 58,000.00	\$ 55,000.00	\$ 58,000.00
Cafeteria New Equipment	Maria Besnard	ASG	\$ 6,639.00		\$ 6,639.00
Cafeteria New Floor	Maria Besnard	ASG	\$ 6,454.00		\$ 6,454.00
Cafeteria Repairs	Maria Besnard	ASG	\$ 8,000.00	\$ 7,000.00	\$ 6,000.00
Campus Beautification (w/Cleanups)	Maria Besnard	ASG	\$ 8,000.00	\$ 6,000.00	\$ 5,000.00
Contract Services (copier)	Maria Besnard	ASG	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Duplicating (minutes, agendas, flyers)	Maria Besnard	ASG	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
Gameroom Equipment	Maria Besnard	ASG	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Gameroom Worker Salaries	Maria Besnard	ASG	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Homecoming	Maria Besnard	ASG	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Election Workers salaries	Maria Besnard	ASG	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
Movie Tickets	Maria Besnard	ASG	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Storage Unit Lease	Maria Besnard	ASG	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Scholarships (General)	Maria Besnard	ASG	\$ 32,000.00	\$ 32,000.00	\$ 32,000.00
Study Abroad Scholarships	Maria Besnard	ASG	\$ 5,000.00	\$ 5,000.00	\$ -
Emergency Loans	Maria Besnard	ASG	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00
ICC operational funds	Maria Besnard	ASG	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00
ICC Office Furniture	Maria Besnard	ASG	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Multicultural Month	Maria Besnard	ASG	\$ 7,000.00	\$ 5,000.00	\$ 5,000.00
BBQs	Maria Besnard	ASG	\$ 5,000.00		\$ 5,000.00
Talent Show	Maria Besnard	ASG	\$ 1,000.00		\$ 1,000.00
Commencement	Maria Besnard	ASG	\$ 16,000.00	\$ 14,000.00	\$ 15,000.00
Awareness Week	Maria Besnard	ASG	\$ 1,500.00		\$ 1,500.00
Finals Week	Maria Besnard	ASG	\$ 1,000.00		\$ 1,000.00
Ticket Consignment	Maria Besnard	ASG	\$ 1,500.00		\$ 1,500.00
TOTAL			\$ 301,638.00	\$ 259,545.00	\$ 279,638.00
GRAND TOTAL			\$ 1,339,260.00	\$ 774,238.00	\$ 824,141.00

TO: Board of Trustees

FROM: Dr. Raghu P. Mathur, Chancellor

RE: Irvine Valley College: 2007-2008 Associated Students Budget

ACTION: Approval

BACKGROUND

The Associated Students of Irvine Valley College (ASIVC) has developed their budget for the 2007-2008 academic year. Funding for the budget has been derived through the sale of ASIVC activity stickers, bookstore and food service commissions, plus programs and events. This budget has been established to fund student activities that are educational, social, and supportive of student clubs and co-curricular programs. In addition, the budget provides funding for student scholarships.

STATUS

The 2007-2008 budget of ASIVC has been developed. This budget has been approved by the Associated Students of Irvine Valley College. The College Council reviewed and endorsed forwarding the 2007-2008 ASIVC Budget for approval by the Board of Trustees.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the budget of the Associated Students of Irvine Valley College as shown in Exhibit A.

Exhibit A

IRVINE VALLEY COLLEGE

Associated Students of Irvine Valley College 2007-2008 Budget

2007-2008 ASIVC BUDGET PROJECTED INCOME

ITEM NAME

BOOKSTORE COMMISSIONS	\$ 350,000.00
FOOD COMMISSIONS	\$ 25,000.00
ASIVC ACTIVITY STICKER SALES	\$ 12,000.00
PEPSI COMMISSIONS	\$ 8,000.00
MISCELLANEOUS INCOME	\$ 10,000.00
TOTAL PROJECTED INCOME	\$ 405,000.00

UNRESTRICTED BEGINNING BALANCE	\$ 74,455.00
---------------------------------------	---------------------

TOTAL AVAILABLE FOR ALLOCATION	\$ 479,455.00
---------------------------------------	----------------------

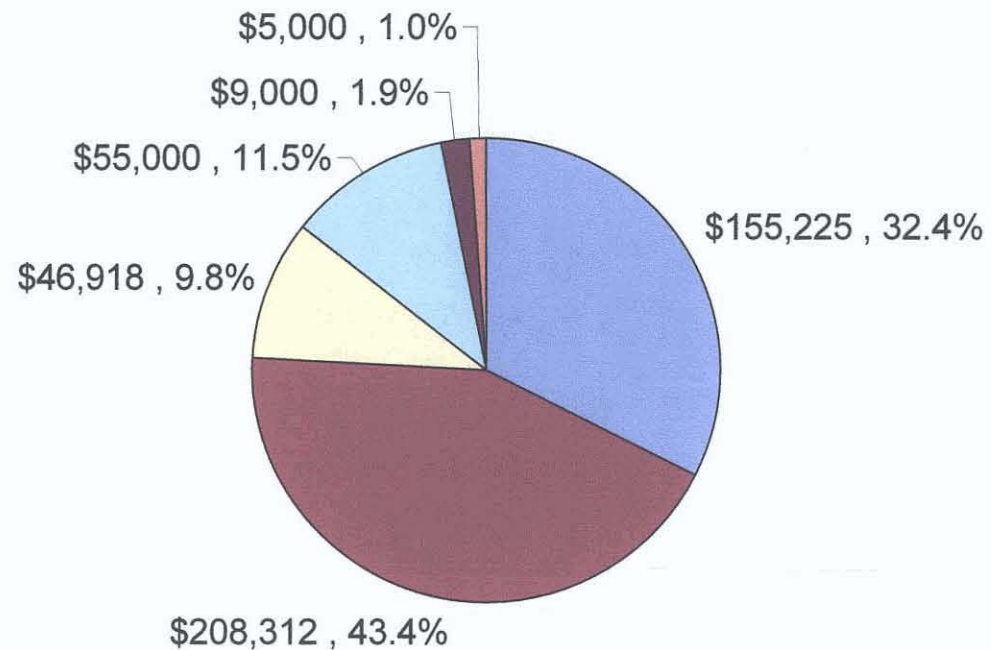
2007-2008 ASIVC ALLOCATED FUNDS

PROGRAM ALLOCATIONS

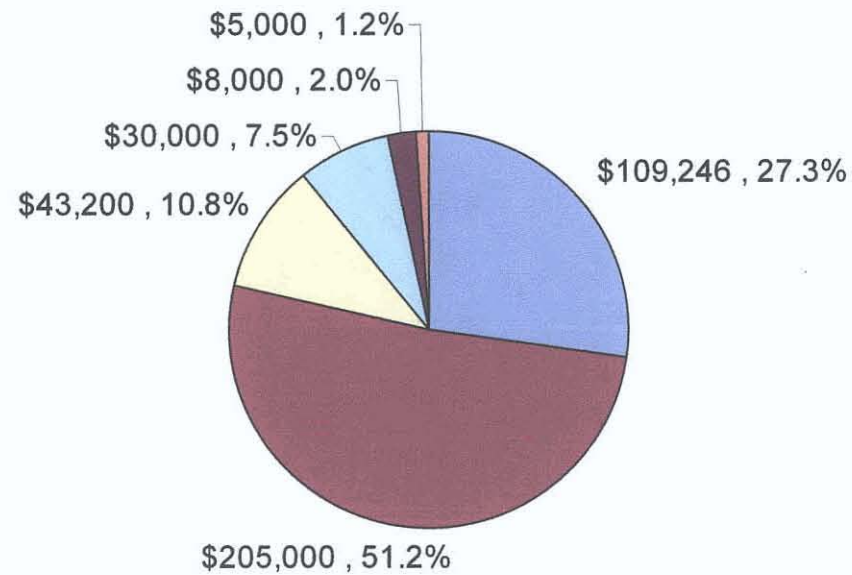
STUDENT GOVERNMENT	\$ 155,225.00
CO-CURRICULAR	\$ 208,312.00
PROGRAM GRANTS	\$ 46,918.00
SCHOLARSHIPS	\$ 55,000.00
CLUBS/ORGANIZATIONS	\$ 9,000.00
INVESTMENTS	\$ <u>5,000.00</u>

TOTAL ALLOCATED FUNDS \$ 479,455.00

ASIVC 2007-08 ALLOCATED FUNDS



ASIVC 2006-07 ALLOCATED FUNDS



STUDENT GOVERNMENT OPERATIONS

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>ALLOCATION</u>
96-4600-D-M01-4-036-000-0000	OFFICE SUPPLIES	\$ 9,500.00
96-4580-D-M01-4-036-000-0000	DUPLICATING	\$ 300.00
96-5269-D-M01-4-036-000-0000	MILEAGE	\$ 75.00
96-5163-D-M01-4-036-000-0000	STUDENT LOUNGE WORKER	\$ 6,000.00
96-4730-D-M01-4-036-000-0000	STUDENT HOST FUND	\$ 2,000.00
96-5991-D-M01-4-036-000-0000	STUDENT UNION UTILITIES	\$ 13,500.00
96-5811-D-M22-4-036-000-0000	CONTRACT SERVICES	\$ 9,000.00
96-5999-D-M01-4-036-000-0000	OFFICE ASSISTANT	\$ 30,000.00
96-6410-D-M01-4-036-000-0000	STUDENT LOUNGE EQUIPMENT	\$ 2,000.00
96-5650-D-M01-4-036-000-0000	EQUIPMENT REPAIRS	\$ 4,455.00
96-4720-D-M01-4-036-000-0000	BANQUET	\$ 500.00
	SUB-TOTAL	\$ 77,330.00

(continued next page)

STUDENT GOVERNMENT OPERATIONS

ACCOUNT NUMBER

DESCRIPTION

ALLOCATION

(continued from previous page)

SUB-TOTAL

\$ 77,330.00

96-5270-D-M01-4-036-000-0000	CONFERENCES	\$ 6,000.00
96-4720-D-M15-4-036-000-0000	SCHOLARSHIP RECEPTION	\$ 5,000.00
96-4710-D-M01-4-036-000-0000	COMMENCEMENT RECEPTION	\$ 6,000.00
96-4710-D-M95-4-036-000-0000	ASIVC EVENTS/HOMECOMING	\$ 9,000.00
96-4900-D-M01-4-036-000-0000	AWARDS	\$ 6,000.00
96-5811-D-M91-4-036-000-0000	ELECTIONS	\$ 2,700.00
96-5271-D-M36-4-036-000-0000	CHARITABLE ACTIVITIES	\$ 500.00
96-7900-D-M01-4-036-000-0000	CONTINGENCY	\$ 14,695.00
96-5173-D-M01-4-036-000-0000	GUEST SPEAKERS	\$ 8,000.00
96-5830-D-M01-4-036-000-0000	PUBLICITY/PROMOTION	\$ 1,500.00
96-7400-D-M01-4-036-000-0000	ATHLETIC PLAY-OFF RESERVE	\$ 9,000.00
96-4710-D-N13-4-036-000-0000	MULTICULTURAL DAYS	\$ 9,500.00

TOTAL

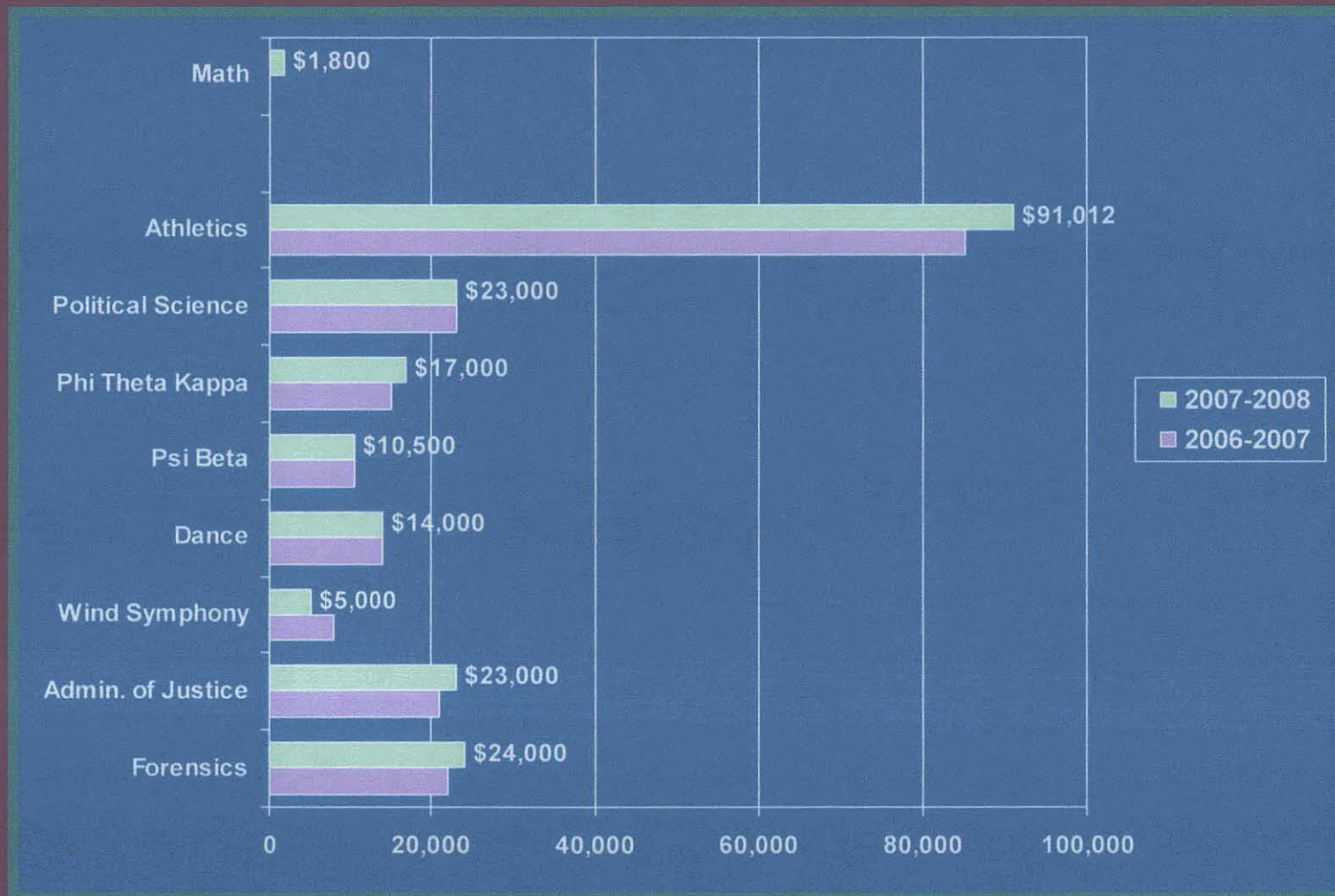
\$ 155,225.00

CO-CURRICULAR PROGRAMS

<u>ACCOUNT NUMBERS</u>	<u>DESCRIPTION</u>	<u>ALLOCATION</u>
96-5270-E-M42-4-077-006-0000	ATHLETICS	\$ 91,012.00
96-5270-F-N02-4-079-002-0000	POLITICAL SCIENCE	\$ 22,000.00
96-5270-D-M34-4-036-000-0000	PHI THETA KAPPA	\$ 17,000.00
96-5270-F-N04-4-079-053-0000	PSI BETA	\$ 10,500.00
96-5270-F-M64-4-077-006-0000	DANCE	\$ 14,000.00
96-5270-D-N18-4-070-084-0000	WIND SYMPHONY	\$ 5,000.00
96-5270-F-N01-4-079-002-0000	ADMIN. OF JUSTICE	\$ 23,000.00
96-5270-F-M72-4-070-055-0000	FORENSICS	\$ 24,000.00
96-5270-F-N34-4-081-045-0000	MATHEMATICS	\$ 1,800.00
	TOTAL	\$208,312.00

Co-Curricular Program Allocations 2006/2007 vs. 2007/2008

Page 8



Irvine Valley College
Associated Students of Irvine Valley College
2007-2008 Allocations

Page 9

<u>ACCOUNT NUMBERS</u>	<u>PROGRAM GRANTS</u> <u>DESCRIPTION</u>	<u>ALLOCATION</u>
96-4710-D-N12-4-073-086-0000	TRANSFER CENTER	\$2,500.00
96-5811-D-N09-4-035-075-0000	ADAPTIVE PE	\$1,400.00
96-4710-D-N10-4-035-075-0000	SUPPORT SERVICES	\$6,330.00
96-5830-D-N21-4-070-084-0000	CHORAL MUSIC ADVERTISING	\$2,000.00
96-5830-D-N24-4-070-084-0000	THEATER DEPT ADVERTISING	\$8,000.00
96-4600-D-N25-4-036-067-0000	CHILD DEVELOPMENT CENTER	\$1,000.00
96-5830-D-N28-4-036-000-0000	MUSIC RECITAL ADVERTISING	\$3,000.00
96-4720-D-M11-4-036-000-0000	SENIOR DAY	\$6,000.00
96-5270-D-N20-4-070-084-0000	COLLEGE CHORUS	\$5,000.00
96-5620-D-N20-4-070-084-0000	CHORAL MUSIC RENTALS	\$2,000.00
96-4730-D-M93-4-036-000-0000	ART GALLERY/EXHIBITION	\$1,500.00
96-4600-D-N33-4-036-000-0000	HONORS PROGRAM	\$2,000.00
96-7500-D-N15-4-020-000-0000	FOUNDATION GOLF TOURN.	\$1,000.00
96-4730-D-M01-4-036-074-0000	COUNSELING CENTER	\$ 300.00
96-5270-D-N29-4-058-053-0000	ECONOMICS	\$ 500.00
96-5811-D-N27-4-034-089-0000	CAMPUS POLICE/CALL BOXES	\$1,388.00
96-5270-F-M80-4-070-041-0000	JOURNALISM	\$3,000.00
	TOTAL	\$46,918.00

SCHOLARSHIPS

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>ALLOCATION</u>
96-7600-D-M01-4-036-000-0000	SCHOLARSHIPS	\$55,000.00

CLUBS/ORGANIZATIONS

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>ALLOCATION</u>
96-5999-D-M01-4-036-000-0000	CLUBS	\$9,000.00

INVESTMENTS

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>ALLOCATION</u>
96-9150-O-J01-4-036-000-0000	INVESTMENTS	\$5,000.00

TO: Board of Trustees

FROM: Dr. Raghu P. Mathur, Chancellor

RE: Saddleback College, Irvine Valley College, & ATEP: Campus Safety and Security Cameras

ACTION: Approval

BACKGROUND

On July 24, 2006, the Board of Trustees requested a report on the feasibility of installing security cameras at Saddleback College, Irvine Valley College (IVC), and the Advanced Technology and Education Park (ATEP). In response to the request, on October 30, 2006, the colleges presented their report, "Installation of Video Surveillance Cameras."

In November 2006 Chancellor Mathur established the Campus Safety: Video Surveillance Camera Task Force that was charged with gathering information on best safety practices of California Community Colleges and developing a plan that would identify additional campus safety and security needs. On April 25, 2007, the Board of Trustees received the report of the Campus Safety Video Surveillance Camera Task Force. On August 27, 2007, the Board of Trustees received preliminary proposals from Honeywell Building Solutions for Saddleback College, IVC, and ATEP, and an estimate from WP Electric and Communication for Saddleback College.

STATUS

The unfortunate events experienced on university and high school campuses over the last several years, most recently at Virginia Tech and University of Delaware, demonstrate the need for enhanced safety and security measures and approaches at our colleges. Saddleback College, IVC, and ATEP have continued the analysis of safety measures, including the costs of security cameras and related work.

Exhibit A presents the safety measures evaluated by Saddleback College, including the costs of cameras and related work. Saddleback College recommends 1) installing safety and security cameras on campus (three similar cameras are in operation on campus now), starting with a minimum number of cameras; and 2) utilizing the existing Cisco network system to prevent the need for an additional computer network system. A total of 16 cameras will be installed initially, with the intent to increase the number of cameras in the future as it is deemed necessary and as the funding source of the proposal allows.

Exhibit B1 is the recommendation of IVC relative to safety and security cameras. IVC recommends: 1) using the existing Cisco network system; IVC will install 12 IP-based hi-resolution cameras in buildings and equip 2 police vehicles with camera systems; and 2) IVC's campus security plan will build on this initial outlay of 14 cameras, adding cameras in the future based on need and available funding.

Attached is Exhibit B2, the proposal from Cisco that would meet the above recommendations. The total of 14 cameras would meet the immediate goal of having cameras in high-need areas. Depending upon the funding source of the proposal, IVC would be able to utilize the network to support an increase in the number of cameras over time based on demonstrated need, construction of new buildings, and renovation of existing buildings.

The colleges' evaluation of proposals reveals that the Cisco proposals (Exhibits A and B2) are cost effective and compatible with existing systems, including the Informacast broadcast message software by Berbee, which currently is in place. A current California Multiple Awards Schedule agreement with Cisco is expected to be finalized by mid November 2007.

Atep currently has one full-time security employee on duty, Monday through Friday, 2 to 10 pm. All classrooms have telephones and all buildings have speakers that can be connected to a public address system. Fire extinguishers are available in all rooms, and a defibrillator will soon be installed in the administration building. After a thorough evaluation of safety requirements at Atep, the proposal from Greater Alarm Inc. (Exhibit C) appears to address the current needs at Atep. The recommendation is for 3 cameras, 1 monitor, and 7 motion sensors, and remote monitoring by Greater Alarm. As Greater Alarm will respond when needed and during periods when the Atep security employee is not available, the remote monitoring service is considered a desirable feature for the safety and security of Atep.

The total cost of the proposals for Saddleback College, IVC, and Atep does not exceed \$600,000.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve installation of safety and security cameras at Saddleback College, Irvine Valley College, and the Advanced Technology and Education Park, as described above, at a cost not to exceed \$600,000 from Basic Aid funds.

Item Submitted By: *Dr. Richard McCullough and Dr. Glenn R. Roquemore, Presidents, and Dr. Robert Kopecky, Provost*

TO: Dr. Raghu P. Mathur
Chancellor, SOCCCD

FROM: Dr. Richard D. McCullough
President, Saddleback College

TOPIC: **SC Safety & Security Cameras Recommendation**

DATE: September 28, 2007

Saddleback College has an integrated SEMS Multihazard Plan that would be activated if an incident were to occur on campus or in the surrounding area of the campus. The Plan is designed according to the Incident Command System (ICS) and has been practiced as a tabletop exercise to familiar College personnel in case of an emergency. The College is also heavily vested in providing mental health support to students and staff and provides counseling services, on campus workshops, and presentations to support individuals who may be in need of such services.

Along with the ICS emergency response plan and the dedication to mental health issues, the College is also taking action in the area of incident prevention so that any emergency may be quickly identified and handled in the safest and most efficient way. Additional Campus Police have been hired, 15 Emergency Phones have been installed on campus, and the Berbee Telephone Informacast System has been installed and is currently operational.

In addition to the above preventative measures, the College is also considering the installation of Safety and Security Cameras at 16 locations on campus to augment our overall preventative measures and response to emergency situations. The College has obtained proposals from 3 different vendors. Having cameras installed at key locations may act as a preventative to illegal and disruptive behavior and provide means of identifying suspects who may commit such crimes.

Saddleback College has had PBC meetings, President's Chats, and District meeting to discuss the installation of cameras. The College also prepared a Security Cameras Task Force document in March 2007 to describe some of the issues of such a camera system.

The cost for such a service may be born by Basic Aid funds or from the College general fund. If all of the District entities are so inclined to support the installation of cameras there also may be grant funds available to support such a venture.

The Chancellor has requested a recommendation from SC, IVC and ATEP by October 1, 2007 concerning an installation of Safety and Security Cameras.

SADDLEBACK COLLEGE RECOMMENDATION:

- (1) SC will install Safety and Security Cameras on campus (note: there are already 3 such cameras currently on campus).
- (2) SC will start with a minimum number of cameras and construct a system so that cameras may be added at a later time as deemed necessary.
- (3) For the sake of convenience and cost, the existing CISCO network system should be utilized to prevent the need to add an additional computer network system.

Attached is the proposal from CISCO that would meet the above recommendations. The total of 16 cameras would be the long term goal and depending upon the funding source of the proposal, the intent is to select from the 16 camera locations a small number to begin the system with the intention to ramp up the number as deemed necessary.

Saddleback Video Security Project

Description	Price
13 Campus Video Cameras (includes all required hardware and software, installation and programming)	\$ 104,954.35
3 Campus Police Vehicles (includes cameras, mics and video storage)	\$ 111,820.50
Wiring for campus video cameras	\$ 50,000.00
Total	\$ 266,774.85

TO: Chancellor Raghu P. Mathur

FROM: Glenn R. Roquemore, President

DATE: October 9, 2007

SUBJECT: IVC Safety and Security Cameras Recommendation

Irvine Valley College is a safe campus in a safe city. Crime statistics for the college indicate that most crimes are against property and not people. Crimes committed mostly consist of petty theft and traffic violations. Nevertheless, the campus is at risk if a focused perpetrator were to come onto the campus to do harm, irrespective of security measures in place. In response to potential security threats, Irvine Valley College has adopted a campus security plan which utilizes initially a total of 14 IP-based Hi-Resolution Cameras operating on the existing CISCO computer network system.

The Campus Security Plan for Irvine Valley College is based on lessons learned from the Virginia Tech incident. A series of meetings were held that invited input from students, staff, faculty, and campus police. The plan has been widely disseminated, discussed, and refined to meet the needs and preferences of the Irvine Valley College community.

The campus security goal of Irvine Valley College is to rapidly **contain** a threat and **eliminate** it before bodily harm can be inflicted. This goal will be reached by:

- 1) Installing technology-based locking systems, communications devices (cameras and loudspeakers), improved fencing, and other infrastructure enhancements that facilitate quick response and containment.
- 2) Enhancing security awareness, training, and prevention among all employees and students that ensures quick separation between students and employees and the person(s) threatening them.

Initially, a total of 14 surveillance cameras would be deployed in hallways, outdoor areas, entrances to the campus and to campus buildings to meet the immediate goal of having surveillance cameras in high-need areas. This first phase of camera deployment is estimated to cost \$268,646 including equipment, installation, wiring, and long-term maintenance support. Depending upon available funding, IVC would be able to utilize its existing computer network to support an increase in the number of cameras over time based on demonstrated need, construction of new buildings, and renovation of existing buildings.

IRVINE VALLEY COLLEGE RECOMMENDATION:

- 1) To avoid unnecessary waste and duplication, camera systems deployed will operate on the existing CISCO computer network system.
- 2) IVC will install 12 IP-based high resolution cameras on campus in locations deemed high-need, such as hallways near computer labs, campus entrances, key parking lots, the Children's Center, among others.
- 3) IVC will install IP-based high resolution cameras in 2 police vehicles.
- 4) These 14 cameras form the initial phase of camera deployment; additional cameras may be deployed as funding becomes available and needs become known.

Attached is a detailed proposal from CISCO that would meet the specifications and requirements as set forth by IVC.

Irvine Valley College Security Camera Project	
Description	Price
12 IP-based Hi-Res Cameras (includes all required hardware, software, installation, and programming)	\$114,452
Tax	\$8,870
2 Campus Police Vehicle Camera Systems	\$74,547
Tax	\$5,777
Wiring	\$50,000
Long-term maintenance/support	\$15,000
TOTAL	\$268,646



Matt Polick
Account Manager
South Coast Public Sector Commercial
ph: 310 231-4995
mpolick@cisco.com

Video Surveillance Project

Product Number	Description	Unit List Price	Discount	Price	Qty	Total
Physical Security - Campus						
IP Video Campus	Cisco VS Media Server (3RU, 12x 1000GB)	\$114,451.85		\$114,451.85	1	\$114,451.85
Details Attached	12 - Mega Pixel (*MB, 180 degree)					
	Stream Connection Feature Licenses					
	Media Server V5.0 Software					
	Cisco VS Media Server Remote Clip					
	Cisco VS Operations Manager v3.0SW Only					
	Cisco VS Virtual Matrix v5.0 SW					
	Cisco VS Virtual Matrix Client License					
	1 Year SMARTnet					
					Subtotal:	\$114,451.85

** SWAG Pricing at List Price unless otherwise noted

Physical Security - Police Vehicles						
Western DataCom - Cisco Part	Cisco Rugged Mobile Router with Extended Enclosure and 2 Radios (MAR 3270)	\$11,495.00	20%	\$9,196.00	2	\$18,392.00
Western DataCom	Intelligent Video Enclosure (MAR)	\$2,078.75		\$2,078.75	2	\$4,157.50
Western DataCom	Lockable vehicle Bracket for Cisco MAR	\$850.00		\$850.00	2	\$1,700.00
Western DataCom	Car Interface / Power Controller / Enclosure / Wiring Harness	\$2,500.00		\$2,500.00	2	\$5,000.00
Western DataCom	Pentim M 1.4 GHz Single Board Computer (built for MAR)	\$4,248.75		\$4,248.75	2	\$8,497.50
Cisco	Cisco Intelligent In-Car Video Software	\$3,100.00		\$3,100.00	2	\$6,200.00
Notion Systems or Equivalent	NAV Client	\$100.00		\$100.00	2	\$200.00
Notion Systems or Equivalent	TPRF-900 MHz Microphone	\$550.00		\$550.00	2	\$1,100.00
Notion Systems or Equivalent	900 MHz Antenna	\$2,000.00		\$2,000.00	2	\$4,000.00
Computer						
Panasonic	Panasonic Toughbook CF29 (Touch Screen with keyboard)	\$5,000.00		\$5,000.00	2	\$10,000.00
Ledco	CF18X TuffDock Docking Station: Front Connectivity with Dual Antenna & Ethernet	\$1,600.00		\$1,600.00	2	\$3,200.00
Panasonic	In Car Dash Camera	\$550.00		\$550.00	2	\$1,100.00
Physical Security - Labor						
	Labor and Configuration (SWAG)	\$5,000.00		\$5,000.00	2	\$10,000.00
Physical Security - Optional Equipment						
Would need 4.9 AccessPoint	Antenna Line Item - TBD 4.9GHz	\$ 500.00		\$500.00	2	\$1,000.00
4.9 Would provide dedicated bandwidth, if there was interference on the 2.4 GHz Spectrum. This would require a Aironet 1520 or MAR 3200 for a bridge AP						
					Subtotal:	\$74,547.00

Total \$188,998.85

* Equivalent Partner would need to be engaged and has a local presence in Southern California

**Labor in quotes for pure budgetary pricing. Systems integrator will need to make a final quote on the Police Vehicle integration



System Proposal

Proposal No.: 1038203
 Proposal Date: 07/26/07
 Page: 1

Contract Date:		Billing Information	Location Information
Est. Start Date:	08/20/07	Bill-to Customer No.:	Sell-to Customer No.:
Est. Completion:	08/31/07	ADVANCED TECHNOLOGY EDUCATION	ADVANCED TECHNOLOGY EDUCATION
Proposing Branch:		15442 REDHILL AVENUE	15442 REDHILL AVENUE
Sales Rep:	Leo Cid	TUSTIN, CA 92782	TUSTIN, CA 92782
Resp. Ctr:	51GAC		
Campaign:	REF		
		Contact:	Contact:
Purchase Order:		Phone No.: (714) 258-1122	Phone No.: (714) 258-1122

System Type:	Burglar System	Sale Type:	NEW	Job Type:	OS
Maintenance Plan:	Standard Time & Materials	Lot/Bldg:		Bldg A	
Monitoring Base:		Remote Access:			
Transmission Type:	Digital	No. of Card Readers:			
Wiring Type:	Hardwire	No. of Users:			
No. of Partitions:	1	No. New Cards/Month:			
Backup Type:		Remote Video:			
Reports Option:		No. of Cameras:			
Monitoring Signals		Reporting			
Installation Investment		Monthly Fee Includes:			
3,707.53		MONITORING FEE			
	Monthly Fee Summary	Labor Difficulties		Labor Hrs	
	Monthly Fee: 50.00				
Miscellaneous		Price			
Disposable Items (Gang Boxes, Couplings, etc)		375.00			
Required From Customer					
Conduit					

Parts List

Qty Bid	Product Description	Unit Price	Ext. Price
1	FA1600C FIRE/BURG COMMERCIAL CONTROL	502.41	502.41
1	FA570KP KEYPAD,ALPHA W/SPEAKER,FA	160.70	160.70
3	SR-1078CW MAGNETIC CONTACT WIDE GAP WHITE	12.56	37.67
7	CK-DT660STC 60 X 60 DUALTECH MOTION SENSOR	129.59	907.14
1000	WG-11035501 22/4 SOL JKT 5C BX WHT	0.12	117.05

Labor Requirements

Hours	Labor Description	Unit Price	Ext. Price
0.00	Commercial Std. Labor	90.00	0.00
17.50	Installation	90.00	1,575.00

System Type:	CCTV	Sale Type:	NEW	Job Type:	OS
Maintenance Plan:	Standard Time & Materials	Lot/Bldg:		Bldg A	
Monitoring Base:		Remote Access:			
Transmission Type:	Digital	No. of Card Readers:			
Wiring Type:	Hardwire	No. of Users:			
No. of Partitions:	1	No. New Cards/Month:			
Backup Type:		Remote Video:			
Reports Option:		No. of Cameras:			
Monitoring Signals		Reporting			
Installation Investment		Monthly Fee Includes:			
6,560.34					
	Monthly Fee Summary	Labor Difficulties		Labor Hrs	
	Monthly Fee: 0.00				
Miscellaneous		Price			
		Project Management		4.00	



System Proposal

Proposal No.: 1038203
 Proposal Date: 07/26/07
 Page: 2

Parts List

Qty Bid	Product Description	Unit Price	Ext. Price
1	HRM420N400 RAPID EYE RVU,REMM,4CAM 20IPS N 400CMDYS	2,787.43	2,787.43
1	HPTV2408UL POWER SUPPLY 8OUT 24V UL HW	135.36	135.36
1	LCD-19S MONITOR LCD CCTV 19 INCH	774.32	774.32
3	HD4VC4HR FG CAMERA DOME COLOR HR NTSC	417.66	1,252.98
500	RG59U PLN PLENUM COAX	0.54	269.65

Labor Requirements

Hours	Labor Description	Unit Price	Ext. Price
0.00	Commercial Std. Labor	90.00	0.00
9.50	Installation	90.00	855.00
4.00	Project Management	95.00	380.00

System Type: Burglar System
 Maintenance Plan: Standard Time & Materials
 Monitoring Base:
 Transmission Type: Digital
 Wiring Type: Hardwire
 No. of Partitions: 1
 Backup Type:
 Reports Option:

Sale Type: NEW Job Type: OS
 Lot/Bldg: Bldg B
 Remote Access:
 No. of Card Readers:
 No. of Users:
 No. New Cards/Month:
 Remote Video:
 No. of Cameras:

Monitoring Signals
Installation Investment

1,475.16

Monthly Fee Summary

Monthly Fee: 0.00

Reporting
Monthly Fee Includes:

MiscellaneousPriceLabor Difficulties

Project Management

Labor Hrs

4.00

Parts List

Qty Bid	Product Description	Unit Price	Ext. Price
1	FA570KP KEYPAD,ALPHA W/SPEAKER,FA	160.70	160.70
3	SR-1078CW MAGNETIC CONTACT WIDE GAP WHITE	12.56	37.67
3	CK-DT660STC 60 X 60 DUALTECH MOTION SENSOR	129.59	388.77
3	WG-11035501 22/4 SOL JKT 5C BX WHT	0.12	0.35

Labor Requirements

Hours	Labor Description	Unit Price	Ext. Price
0.00	Commercial Std. Labor	90.00	0.00
5.52	Installation	90.00	496.62
4.00	Project Management	95.00	380.00

System Type: CCTV
 Maintenance Plan: Standard Time & Materials
 Monitoring Base:
 Transmission Type: Digital
 Wiring Type: Hardwire
 No. of Partitions: 1
 Backup Type:
 Reports Option:

Sale Type: NEW Job Type: OS
 Lot/Bldg: Bldg B
 Remote Access:
 No. of Card Readers:
 No. of Users:
 No. New Cards/Month:
 Remote Video:
 No. of Cameras:

Monitoring Signals
Installation Investment

5,146.16

Monthly Fee Summary

Monthly Fee: 0.00

Reporting
Monthly Fee Includes:



System Proposal

Proposal No.: 1038203
 Proposal Date: 07/26/07
 Page: 3

Parts List

Qty Bid	Product Description	Unit Price	Ext. Price
1	HRM420N400 RAPID EYE RVU,REMM,4CAM 20IPS N 400CMDYS	2,787.43	2,787.43
1	HPTV2408UL POWER SUPPLY 8OUT 24V UL HW	135.36	135.36
1	LCD-19S MONITOR LCD CCTV 19 INCH	774.32	774.32
1	HD4VC4HR FG CAMERA DOME COLOR HR NTSC	417.66	417.66
500	RG59U PLN PLENUM COAX	0.54	269.65

Labor Requirements

Hours	Labor Description	Unit Price	Ext. Price
0.00	Commercial Std. Labor	90.00	0.00
7.50	Installation	90.00	675.00

System Type: Burglar System
 Maintenance Plan: Standard Time & Materials
 Monitoring Base:
 Transmission Type: Digital
 Wiring Type: Hardwire
 No. of Partitions: 1
 Backup Type:
 Reports Option:

Sale Type: NEW
 Lot/Bldg: Bldg D
 Remote Access:
 No. of Card Readers:
 No. of Users:
 No. New Cards/Month:
 Remote Video:
 No. of Cameras:

Monitoring SignalsInstallation Investment

2,268.71

Monthly Fee Summary

Monthly Fee: 0.00

ReportingMonthly Fee Includes:

Parts List

Qty Bid	Product Description	Unit Price	Ext. Price
1	FA570KP KEYPAD,ALPHA W/SPEAKER,FA	160.70	160.70
6	SR-1078CW MAGNETIC CONTACT WIDE GAP WHITE	12.56	75.35
6	CK-DT660STC 60 X 60 DUALTECH MOTION SENSOR	129.59	777.54
500	WG-11035501 22/4 SOL JKT 5C BX WHT	0.12	58.53

Labor Requirements

Hours	Labor Description	Unit Price	Ext. Price
0.00	Commercial Std. Labor	90.00	0.00
13.00	Installation	90.00	1,170.00

System Type: CCTV
 Maintenance Plan: Standard Time & Materials
 Monitoring Base:
 Transmission Type: Digital
 Wiring Type: Hardwire
 No. of Partitions: 1
 Backup Type:
 Reports Option:

Sale Type: NEW
 Lot/Bldg: Bldg D
 Remote Access:
 No. of Card Readers:
 No. of Users:
 No. New Cards/Month:
 Remote Video:
 No. of Cameras:

Monitoring SignalsInstallation Investment

5,526.16

Monthly Fee Summary

Monthly Fee: 0.00

ReportingMonthly Fee Includes:MiscellaneousPriceLabor Difficulties

Project Management

Labor Hrs

4.00

Parts List

Qty Bid	Product Description	Unit Price	Ext. Price
1	HRM420N400 RAPID EYE RVU,REMM,4CAM 20IPS N 400CMDYS	2,787.43	2,787.43
1	HPTV2408UL POWER SUPPLY 8OUT 24V UL HW	135.36	135.36
1	LCD-19S MONITOR LCD CCTV 19 INCH	774.32	774.32



System Proposal

Proposal No.: 1038203
 Proposal Date: 07/26/07
 Page: 4

Parts List

Qty Bid	Product Description	Unit Price	Ext. Price
1	HD4VC4HR FG CAMERA DOME COLOR HR NTSC	417.66	417.66
500	RG59U PLN PLENUM COAX	0.54	269.65

Labor Requirements

Hours	Labor Description	Unit Price	Ext. Price
0.00	Commercial Std. Labor	90.00	0.00
7.50	Installation	90.00	675.00
4.00	Project Management	95.00	380.00

System Type: Burglar System
 Maintenance Plan: Standard Time & Materials
 Monitoring Base:
 Transmission Type: Digital
 Wiring Type: Hardwire
 No. of Partitions: 1
 Backup Type:
 Reports Option:

Sale Type: NEW Job Type: OS
 Lot/Bldg: Bldg E
 Remote Access:
 No. of Card Readers:
 No. of Users:
 No. New Cards/Month:
 Remote Video:
 No. of Cameras:

Monitoring SignalsInstallation Investment

2,264.68

Monthly Fee Summary

Monthly Fee: 0.00

ReportingMonthly Fee Includes:

Parts List

Qty Bid	Product Description	Unit Price	Ext. Price
2	FA570KP KEYPAD,ALPHA W/SPEAKER,FA	160.70	321.40
7	SR-1078CW MAGNETIC CONTACT WIDE GAP WHITE	12.56	87.91
4	CK-DT660STC 60 X 60 DUALTECH MOTION SENSOR	129.59	518.36
500	WG-11035501 22/4 SOL JKT 5C BX WHT	0.12	58.54

Labor Requirements

Hours	Labor Description	Unit Price	Ext. Price
0.00	Commercial Std. Labor	90.00	0.00
14.00	Installation	90.00	1,260.00

System Type: CCTV
 Maintenance Plan: Standard Time & Materials
 Monitoring Base:
 Transmission Type: Digital
 Wiring Type: Hardwire
 No. of Partitions: 1
 Backup Type:
 Reports Option:

Sale Type: NEW Job Type: OS
 Lot/Bldg: Bldg E
 Remote Access:
 No. of Card Readers:
 No. of Users:
 No. New Cards/Month:
 Remote Video:
 No. of Cameras:

Monitoring SignalsInstallation Investment

5,737.96

Monthly Fee Summary

Monthly Fee: 0.00

ReportingMonthly Fee Includes:MiscellaneousPriceLabor Difficulties

Project Management

Labor Hrs

4.00

Parts List

Qty Bid	Product Description	Unit Price	Ext. Price
1	HRM440N400 RAPID EYE RVU,REMM,4CAM 40IPS N 400CMDYS	2,526.69	2,526.69
1	HPTV2408UL POWER SUPPLY 8OUT 24V UL HW	135.36	135.36
3	HD4VC4HR FG CAMERA DOME COLOR HR NTSC	417.66	1,252.98
500	RG59U PLN PLENUM COAX	0.54	269.65



System Proposal

Proposal No.: 1038203
Proposal Date: 07/26/07
Page: 5

Labor Requirements				
Hours	Labor Description		Unit Price	Ext. Price
0.00	Commercial Std. Labor		90.00	0.00
12.00	Installation		90.00	1,080.00
4.00	Project Management		95.00	380.00

All prices quoted are valid for 30 days from the proposal date.
The amounts shown on this proposal do not include sales tax.

Term:
60 Months

Monthly Investment:
\$50.00

Installation Investment:
\$32,686.70



Customer Name: ADVANCED TECHNOLOGY EDUCATIO

Customer No.:

Contact No.: CT319599

17992 Cowan
Irvine, CA 92614-6025

(800) 621-9310

EXHIBIT A - SCHEDULE OF PROTECTION

Qty Bid	Product Description	Installation Location
1	FIRE/BURG COMMERCIAL CONTROL	
1	KEYPAD,ALPHA W/SPEAKER,FA	
3	MAGNETIC CONTACT WIDE GAP WHITE	
7	60 X 60 DUALTECH MOTION SENSOR	
1000	22/4 SOL JKT 5C BX WHT	
1	RAPID EYE RVU,REMM,4CAM 20IPS N 400CMDYS	
1	POWER SUPPLY 8OUT 24V UL HW	
1	MONITOR LCD CCTV 19 INCH	
3	FG CAMERA DOME COLOR HR NTSC	
500	PLENUM COAX	
1	KEYPAD,ALPHA W/SPEAKER,FA	
3	MAGNETIC CONTACT WIDE GAP WHITE	
3	60 X 60 DUALTECH MOTION SENSOR	
3	22/4 SOL JKT 5C BX WHT	
1	RAPID EYE RVU,REMM,4CAM 20IPS N 400CMDYS	
1	POWER SUPPLY 8OUT 24V UL HW	
1	MONITOR LCD CCTV 19 INCH	
1	FG CAMERA DOME COLOR HR NTSC	
500	PLENUM COAX	
1	KEYPAD,ALPHA W/SPEAKER,FA	
6	MAGNETIC CONTACT WIDE GAP WHITE	
6	60 X 60 DUALTECH MOTION SENSOR	
500	22/4 SOL JKT 5C BX WHT	
1	RAPID EYE RVU,REMM,4CAM 20IPS N 400CMDYS	
1	POWER SUPPLY 8OUT 24V UL HW	
1	MONITOR LCD CCTV 19 INCH	
1	FG CAMERA DOME COLOR HR NTSC	
500	PLENUM COAX	
2	KEYPAD,ALPHA W/SPEAKER,FA	
7	MAGNETIC CONTACT WIDE GAP WHITE	
4	60 X 60 DUALTECH MOTION SENSOR	
500	22/4 SOL JKT 5C BX WHT	
1	RAPID EYE RVU,REMM,4CAM 40IPS N 400CMDYS	
1	POWER SUPPLY 8OUT 24V UL HW	
3	FG CAMERA DOME COLOR HR NTSC	
500	PLENUM COAX	

CUSTOMER ACKNOWLEDGES THAT (A) THE SYSTEM SHALL CONSIST ONLY OF THE EQUIPMENT DESCRIBED INSTALLED AT THE LOCATION INDICATED, (B) INTERFACE HAS DESCRIBED THE FULL RANGE OF PRODUCTS AND SERVICES AVAILABLE TO CUSTOMER, (C) THE SYSTEM IS DESIGNED TO DETECT EVENTS ONLY AT THOSE OPENINGS AND/OR AREAS COVERED BY THE SYSTEM.

Customer Name (Printed)

Customer Signature

Date

Customer Title

Interface Agent

Date

Approval-Authorized Representative

Date

Billing Payment Terms

Proposal No.: 1038203
 Salesperson Code: LCID
 Branch Code: 51

Date: 07/26/07
 Job No.: _____
 Ticket No.: _____

Sell-To Information

Sell-to Customer No.: _____
 Name: ADVANCED TECHNOLOGY EDUCATIO
 Address: 15442 REDHILL AVENUE
 Address 2: _____
 City: TUSTIN
 State: CA
 ZIP Code: 92782
 Contact: _____
 Phone No.: (714) 258-1122
 Fax No.: _____
 Purchase Order: _____

Billing Information

Bill-to Customer No.: _____
 Name: ADVANCED TECHNOLOGY EDUCATIO
 Address: 15442 REDHILL AVENUE
 Address 2: _____
 City: TUSTIN
 State: CA
 ZIP Code: 92782
 Contact: _____
 Phone No.: (714) 258-1122
 Fax No.: _____
 Purchase Order: _____

Recurring Payment Form

Check Yes American Express _____ RMR Account No. _____
 Debit Card _____ Discover _____ RMR Routing No. _____
 MasterCard _____ ACH _____ RMR Name on Card _____
 Visa _____ RMR Frequency 1Q RMR Card Expiration _____

Installation Payment

Cash _____ Visa _____ Account No. _____
 Check Yes American Express _____ Routing No. _____
 Debit Card _____ Discover _____ Check No. _____
 MasterCard _____ Name on Card _____
 Payment Type: Std 50/50 Card Expiration _____
 Installation Fee 32,686.70 Special Billing Info: _____
 Down Payment 0.00
 Completion Payment 32,686.70

Billing Documents

Description	Applies	Amount	%	Lien Types	Due Date	Submit Date
AIA	No					
Builder(s) Cut Off Date	No					
Certified Payroll/Prevailing Wage	No					
Customer Exhibits or Application of Paym	No					
Lien Waivers	No					
Lien Waivers	No					
Purchase Order Amount	No					
Retention	No					
Wrap Insurance	No					

Is the Lien Customer Provided or do we use a Generic Form? Customer Provided Generic

Customer Name (Printed)

Customer Title

Customer Signature

Date

Interface Agent

Date

Approval-Authorized Representative

Date

TO: Board of Trustees

FROM: Dr. Raghu P. Mathur, Chancellor

RE: Saddleback College: Adopt Resolution No. 07-29: Intention to Enter into Energy Service Agreements and Public Hearing on Agreements

ACTION: Approval

BACKGROUND

Kinetics Systems, Inc. contracted with Saddleback College for energy conservation measures in August, 2002. California Power Partners, Inc. (CalPWR) subcontracted with Kinetics and has since performed the maintenance and operations services for existing systems.

CalPWR recently performed an energy audit and has proposed several energy conservation measures including:

- Adding an absorption chiller to supplement the existing cogeneration facilities
- Improving heating, ventilation and air conditioning equipment and switchgear in relationship to the absorption chiller installation
- Modifying the hot water distribution loop

STATUS

CalPWR's proposed projects were submitted for review and approval to the California Community College/Investor Owned Utility (CCC/IOU) energy efficiency partnership program. The projects were approved for a \$408,891 rebate with a return on the remaining investment of 5.2 years.

When the energy saving project is complete the college is projected to save approximately \$201,000 annually from the current utility cost. Due to the complexity of bidding this type of project, the legislature has provided for exemptions to the state bidding laws for turnkey energy conservation programs (Government Code Sections 53060 and 4217.10 et al). The District has determined that it would be in the best interest of the college to enter into an energy conservation program pursuant to these code sections. The law requires the District to conduct a public hearing prior to entering into an energy service agreement pursuant to these code sections. Specific information concerning the proposed energy service agreement will be made available to the Board and the public prior to the hearing. At the conclusion of the hearing on November 13, 2007, the Board will make a determination on whether to enter into the agreements and whether such agreements are in the best interest of the District and Saddleback College.

The overall project cost is estimated at \$1,493,000 and will be funded by Saddleback College's capital outlay budget.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution No. 07-29 (EXHIBIT A) declaring its intention to enter into energy service agreements and set a public hearing for November 13, 2007, regarding the agreements.

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

Resolution No. 07-29

RESOLUTION OF THE BOARD OF TRUSTEES
OF THE
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
DECLARING
ITS INTENT TO ENTER INTO ENERGY SERVICE
AGREEMENTS AND PUBLIC HEARING
ON THESE AGREEMENTS
SADDLEBACK COLLEGE

October 22, 2007

WHEREAS, Government Code sections 4217.10, et seq., authorizes the Board of Trustees of a community college district to enter into negotiated agreements for the installation and financing of energy conservation measures; and

WHEREAS, the District staff and Saddleback College staff have reviewed the energy conservation measures set forth in the proposed agreement by and between California Powers Partners, Inc. and the District will result in a projected net cost savings to the District.

NOW, THEREFORE, the Board of Trustees of the South Orange County Community College District FINDS, DECLARES, RESOLVES and ORDERS as follows:

1. The Board of Trustees hereby declares its intention to enter into an agreement with California Powers Partners, Inc. for energy conservation services.
2. The Board of Trustees finds and determines that the agreement for energy conservation services is exempt from the provisions of the California Environmental quality Act within the meaning of Title XIV of the California Code of Regulations section 15301.
3. NOTICE IS HEREBY GIVEN that November 13, 2007, at 6:30 p.m. at 28000 Marguerite Parkway, Mission Viejo, California is hereby fixed as the time and place that the Board of Trustees will conduct a public hearing to determine (a) if the terms of the energy service agreement with California Power Partners, Inc. are in the best interest of the District and (b) if the cost of the proposed energy conservation measures will be less than the anticipated marginal cost to the District of electrical and other energy that would have been consumed by the District in the absence of the proposed energy conservation measures.

At the conclusion of the public hearing, the Board of Trustees will determine whether or not to enter into the proposed energy service agreement with California Power Partners, Inc. upon the terms and conditions set forth therein or upon such other terms as the Board may determine to be in the best interests of the District.

4. The secretary of the Board of Trustees is hereby authorized and directed to:

(a) Give notice that the proposed energy conservation measures are exempt from the provisions of the California Environmental Quality Act; and

(b) Give notice of the adoption of this resolution by publication in the Orange County Register newspaper not less than fifteen (15) days prior to the date of the public hearing on this matter.

PASSED AND ADOPTED, by the Board of Trustees of the South Orange County Community College District, Orange County, State of California, on October 22, 2007.

President

Member

Vice President

Member

Clerk

Member

Member

Resolution No. 07-29

RESOLUTION OF THE BOARD OF TRUSTEES
OF THE
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
DECLARING
IT'S INTENT TO ENTER INTO AN ENERGY SERVICE
AGREEMENTS AND PUBLIC HEARING
ON THESE AGREEMENTS
SADDLEBACK COLLEGE

October 22, 2007

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 22nd day of October, 2007.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 23rd day of October, 2007.

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

TO: Board of Trustees

FROM: Dr. Raghu P. Mathur, Chancellor

RE: SOCCCD: Board Policy Revision: BP 1900 – Alcoholic Beverages
and BP 4000.2 – Electronic Communication

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

Two board policies are being presented to the Board for approval. They are: BP 1900 – Alcoholic Beverages and BP 4000.2 - Electronic Communication. 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 included shared governance group representatives.

Legal counsel has been involved throughout the review process. The proposed policies were presented to the Board for Review and Study at the May 21, 2007 and the September 24, 2007, Board of Trustees meeting, respectively.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the following board policies: Board Policy 1900 – Alcoholic Beverages and Board Policy 4000.2 – Electronic Communication, as shown in Exhibits A and B.

DRAFT

BOARD POLICY

1900

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

COMMUNITY RELATIONS

ALCOHOLIC BEVERAGES

The Chancellor/or designee is authorized to approve as appropriate and permitted by law the serving of alcoholic beverages at District sites if the alcoholic beverages is for use at foundation fund-raising events.

Alcoholic beverages at District sites are permitted if the alcoholic beverage is for use during a fundraiser held to benefit the College/District/ATEP Foundations that have obtained a license under the Business and Professions Code to do so provided that no alcoholic beverage can be acquired, possessed or used at a football game or other athletic contest sponsored by the district.

Reference:

Business and Professions Code Sections 24045.4, 24045.6, and 25608

DRAFT

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

4000.2

PERSONNEL

ELECTRONIC COMMUNICATION

CURRENT POLICY

The Board of Trustees of the South Orange County Community College District recognizes that it is important for staff and students to have access to electronic-based research tools and skills through its electronic/digital information network. Such open access is a privilege and requires that individual users act responsibly. The electronic/digital information network consists of (but not limited to) District owned computers, computer networks, electronic mail and voice mail systems, internet services, audio and video conferencing, and related electronic devices such as cellular telephones, facsimile machines and copiers.

The Board recognizes that resources available on the network represent extraordinary learning opportunities and enriching educational materials, but they also offer persons with illegal or unethical motives with avenues for abuse of these resources. It is the policy of this District to restrict access to and use of the electronic/digital information network to students and staff for appropriate academic, professional and institutional purposes. Use of the District's electronic/digital information network for other purposes is not authorized and will constitute grounds for revocation of user privileges, removal of offending material, potential disciplinary action and, in appropriate cases, referral to law enforcement authorities.

There is no right to privacy in the use of the

Adopted: 4-28-97

Revised: 4-26-99

Revised: 2-18-03

REVISED POLICY

The Board of Trustees of the South Orange County Community College District ~~recognizes~~ finds that it is important for staff and students to have access to electronic-based research tools and skills through its electronic/digital information network for educational and work related purposes. Such ~~open~~ access is a privilege and requires that individual users act responsibly. The electronic/digital information network consists of (but is not limited to) District owned computers, computer networks, electronic mail and voice mail systems, internet services, audio and video conferencing, and related electronic devices such as cellular telephones, facsimile machines and copiers.

~~The Board recognizes that resources available on the network represent extraordinary learning opportunities and enriching educational materials, but they also offer persons with illegal or unethical motives with avenues for abuse of these resources.~~ It is the policy of this District to restrict access to and use of the electronic/digital information network to students and staff employees for appropriate academic, professional and institutional educational purposes by students and employees and work-related purposes by employees. Use of the District's electronic/digital information network for other purposes amounting to more than incidental personal use or for other unlawful purposes is not authorized and will can constitute grounds for revocation of user

DRAFT

BP-4000.2

District's resources. The District may monitor and access information contained on its resources for investigative and/or administrative purposes, and may take administrative action in response to any violation of this policy, applicable administrative regulation, or other law. The Chancellor is hereby authorized to adopt and implement such administrative regulations to implement this policy.

privileges, removal of offending material, and potential disciplinary action, ~~and, in appropriate cases, referral to law enforcement authorities.~~

There is no right to privacy in the use of the District's resources. The District may monitor and access information contained on its resources for investigative and/or administrative purposes, and may take administrative action in response to any violation of this policy, applicable administrative regulation, or other law. The Chancellor is hereby authorized to adopt and implement such administrative regulations to implement this policy.

Adopted: 4-28-97
Revised: 4-26-99
Revised: 2-18-03

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 5.6
DATE: 10/22/07

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. 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>
Gibson, Kari	MA/ESL	ESL/IVC	II/6	01/14/08
Herbst, Kathryn	MA/Psychology	Psych/SC	II/6	01/14/08
MariaHazy, Laszlo	MA/Geography	Geography/SC	II/6	01/14/08
McAdam, Jennifer	MS/Chemistry	Chemistry/SC	II/6	01/14/08
O'Dea, Sandra	MS/Deaf Education	ASL/SC	II/6	01/14/08
Okada, Kayoto	PhD/Psychology	Psychology/IVC	V/6	01/14/08
Rogers, Brian	MA/English	Writing/IVC	II/6	01/14/08
Schaefer, Laura	MS/Economics	Economics/SC	II/6	01/14/08
White, Jerilyn	MA/Human Develop.	Child Develop./SC	II/6	01/14/08

EQUIVALENCY

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

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Garza, Paul	MA/Indian Religion & Mythology	Business/SC	II/6	01/14/08

Equivalency is based on a Master of Arts degree in Indian Religion and Mythology and a Bachelor of Arts degree in English from the California State University, Fullerton. Mr. Garza has been working in the field of business development and marketing for over twenty years. He is currently a Managing Partner with Garza Consulting in Fullerton, California. Mr. Garza was the Vice President of Economic and Workforce Development for the Orange County Business Council, from March, 2002 through March, 2006, and has served as the Director of Economic Development for the Rancho Santiago Community College District from May, 1994 through March, 2002. As an Executive-in-Residence for Angel Strategies, LLC and a consultant to the California Hispanic Chambers of Commerce, Access to Business Capital Committee, Mr. Garza has prepared businesses and trained entrepreneurs for venture capital funding.

A. 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>
Hayden, Kathleen	no degree	Horticulture/SC	I/6	01/14/08

Equivalency is based on a Certificate in Floristry from Los Angeles Pierce College, and a Designated Subjects, Vocational Education: Full-Time Teaching Credential in Floristry from the State of California. Ms. Hayden has taught courses in Floral Design at Coastline Community College District since 1996, and in 2002 was awarded Coastline ROP Teacher of the Year. She has been the owner and operator of Hayden House Flowers in Rancho Santa Margarita, California, since 1982.

Troy, Jeffrey	PhD/Mechanical Eng.	Physics/IVC	V/6	01/14/08
---------------	---------------------	-------------	-----	----------

Equivalency is based a Master of Arts degree and a Doctorate degree in Mechanical Engineering and Applied Mechanics from University of Michigan, Ann Arbor, and a Juris Doctorate in Law from Loyola Law School, Los Angeles, California. Mr. Troy has worked for the last 16 years as a Mechanical Engineer and Project Manager for companies such as Southern California Edison, Boeing, Raytheon, The Aerospace Corporation, Pratt & Whitney, and Northrop Grumman. In addition, Mr. Troy taught undergraduate mechanical engineering courses, which included Fluid Mechanics, Heat Transfer and Thermodynamics, for the University of Michigan from September, 1981 through May, 1986.

B. 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>
Bergquist, Virginia	Ph.D./Education	Reading/IVC	V/6	10/01/07
Guoin, Zeina	MA/Mgt. of Libraries	Librarian/SC	II/6	09/14/07
Herson, Karen	MS/Counseling	Counseling/SC	II/6	10/15/07
Muresan, Branden	MM/Music	Music/SC	II/6	08/20/07
Ramirez, Adriana	MA/History	History/SC	II/6	10/15/07
Richiusa, Gordon	MA/English	English/SC	II/6	08/20/07
Van Soye, Scott	JD/Law	HS/Mediation/SC	V/6	10/15/07

C. AUTHORIZATION TO ELIMINATE AN ACADEMIC ADMINISTRATOR POSITION

1. ASSISTANT DEAN OF STUDENT SERVICES, Pos #3074, Division of Counseling Services and Special Programs, Saddleback College seeks authorization to eliminate a full-time, 12 month, Academic Administrator position, Academic Administrator Salary Schedule Range I, from its staff complement, pursuant to a change in position title only, effective October 23, 2007.

D. AUTHORIZATION TO ELIMINATE AN ACADEMIC FACULTY POSITION

1. CIS INSTRUCTOR, Pos #1459, School of Business Sciences, Irvine Valley College seeks authorization to eliminate a full-time, 10 month, Academic Faculty position, Academic Faculty Salary Schedule, from its staff complement, pursuant to a change in position title only, effective August 15, 2005.

E. AUTHORIZATION TO ESTABLISH ACADEMIC ADMINISTRATOR POSITION

1. ASSISTANT DEAN OF COUNSELING SERVICES AND SPECIAL PROGRAMS, Division of Counseling Services and Special Programs, Saddleback College seeks authorization to establish a full-time, 12 month, Academic Administrator position, Academic Administrator Salary Schedule Range I, to its staff complement, effective October 23, 2007. This is a change in position title only in accordance to item C1 of this agenda.

F. AUTHORIZATION TO ESTABLISH ACADEMIC FACULTY POSITION

1. CIM INSTRUCTOR, School of Business Sciences, Irvine Valley College seeks authorization to establish a full-time, 10 month, Academic Faculty position, Academic Faculty Salary Schedule, to its staff complement, effective August 15, 2005. This is a change in position title only in accordance to item D1 of this agenda.

G. RECLASSIFICATION

1. IRVINE VALLEY COLLEGE, School of Business Sciences, is seeking to reclassify ¹Roopa Mathur, ID #8428, in title only from CIS Instructor to CIM Instructor, effective August 15, 2005.

H. ADDITIONAL COMPENSATION: GENERAL FUND

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

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount</u>	<u>Effective Date</u>
Adams, Howard	Chair, Curriculum Comm./SC	\$ 6,366.60	08/20/07-12/15/07
Bahar, Lisa	Program Chair, Human Svc/SC	3,183.30	08/20/07-12/16/07
Forouzesh, Jennifer	Chair, Nursing/SC	3,183.30	08/20/07-12/15/07
Hardick, Randy	Chair, EMT Program/SC	1,591.65	08/20/07-12/15/07
Pestolesi, Diane	Asst. Prog. Director, Nursing/SC	1,591.65	08/20/07-12/15/07

¹ Not related to Dr. Raghu Mathur, Chancellor

H. ADDITIONAL COMPENSATION: GENERAL FUND - Continued

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

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	<u>Effective Date</u>
		<u>Amount</u>	
Stevens, Kay	Program Chair, Med. Asst/SC	\$ 1,591.65	08/20/07-12/15/07
Tamer, Rita	Chair, Sign Language/SC	3,183.30	08/20/07-12/15/07

2. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated at their respective hourly rate for Non-Instructional Assignments/Projects (3-for-1) for 2007/2008 fiscal year.

<u>Name</u>	<u>Assignment/Project</u>	<u>Effective Dates</u>
Alvarez, Lisa	Writing Assessment/IVC	08/20/07-12/20/07
Borron, Brenda	Writing Assessment/IVC	08/20/07-12/20/07
Burt, Joseph	Writing Assessment/IVC	08/20/07-12/20/07
Clark, Kathryn	Writing Assessment/IVC	08/20/07-12/20/07
Ericson, Kendra	Writing Assessment/IVC	08/20/07-12/20/07
Etter, William	Writing Assessment/IVC	08/20/07-12/20/07
Gorrie, Kirk	Writing Assessment/IVC	08/20/07-12/20/07
Hill, Joan	Writing Assessment/IVC	08/20/07-12/20/07
Kirchoff, Jennifer	Writing Assessment/IVC	08/20/07-12/20/07
Long, Lewis	Writing Assessment/IVC	08/20/07-12/20/07
Luesebrink, Marjorie	Writing Assessment/IVC	08/20/07-12/20/07
Martinez-Plambeck, Claudia	Writing Assessment/IVC	08/20/07-12/20/07
McKay, Lowell	Writing Assessment/IVC	08/20/07-12/20/07
Meyer, Kurt	Writing Assessment/IVC	08/20/07-12/20/07
Foust, Mitchell	Writing Assessment/IVC	08/20/07-12/20/07
Morrison, Peter	Writing Assessment/IVC	08/20/07-12/20/07
Nester, Roberta	Writing Assessment/IVC	08/20/07-12/20/07
Nguyen, Thu	Writing Assessment/IVC	08/20/07-12/20/07
Ross, Christina	Writing Assessment/IVC	08/20/07-12/20/07
Ryals, Kay	Writing Assessment/IVC	08/20/07-12/20/07
Serpas, Summer	Writing Assessment/IVC	08/20/07-12/20/07
Spicer, Deidre	Writing Assessment/IVC	08/20/07-12/20/07
Staley, Jeffrey	Writing Assessment/IVC	08/20/07-12/20/07
Thomas, Linda	Writing Assessment/IVC	08/20/07-12/20/07
William, Robert	Writing Assessment/IVC	08/20/07-12/20/07
Witt, Jason	Writing Assessment/IVC	08/20/07-12/20/07

I. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND

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

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	<u>Effective Date</u>
		<u>Amount</u>	
Jacob, Paula	Counsel/ Geog. Info. Syst/SC	\$ 2,700.00	08/24/07-10/31/07
Lerman, Carol	Counsel Tech Prep Prog/SC	3,360.00	08/20/07-12/14/07
Millard, Mindy	Winter Dance Concert/ASG/SC	500.00	08/20/07-11/30/07

I. 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 2007/2008 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount</u>	<u>Effective Date</u>
Nielsen, Margaret	Business Coach/VTEA/SC	\$ 3,750.00	08/20/07-12/16/07
Pax Lenny, Mary	Proj. Dir. /Geog. Info. Syst./SC	8,000.00	07/01/07-11/30/07
Stewart, Robert	Project Director/NOCCCD/IVC	1,250.00	07/01/07-12/31/07
Tinervia, Joseph	Coach/VTEA/SC	1,826.00	08/20/07-12/16/07
Ventura, Janet	Tech Prep Program/SC	2,368.00	08/20/07-12/14/07

J. WORKLOAD BANKING

1. CHAMBERS, ELIZABETH, ID #2519, Sociology Instructor, Pos #1019, School of Social and Behavioral Sciences, Irvine Valley College, is requesting a leave of absence for the Spring 2008 Semester, based on the equivalent of 15 banked LHE, in accordance with Article XXVIII, Academic Employee Master Agreement 2004-2007, in compliance with the Workload Banking Program.
2. STEWART, ROBERT, ID #7245, CIM Digital Graphic/Web Application Instructor, Pos #2554, School of Business Sciences, Irvine Valley College, is requesting a leave of absence for the Spring 2008 Semester, based on the equivalent of 15 banked LHE, in accordance with Article XXVIII, Academic Employee Master Agreement 2004-2007, in compliance with the Workload Banking Program.

K. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

1. FELDHUS, KARIMA, ID #14072, Dean of Humanities and Fine Arts, Pos #2475, Schools of Humanities and Languages, and Fine Arts, Irvine Valley College, Academic Administrator Salary Range II, Step 4, resignation effective October 31, 2007. Payment is authorized for any compensated time off. (Initial and Permanent hire date: January 3, 2005)
2. MACDOUGALL, ALLAN, ID #1216, Director, Information Technology, Program Analysis, Pos #1609, Office of Technology and Learning Services, District, Academic Administrator Salary Range III, Step 6, resignation effective June 30, 2008 and retirement effective July 1, 2008. Payment is authorized for any compensated time off. (Initial and Permanent hire date: October 26, 1987)

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 5.7
DATE: 10/22/07

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

BACKGROUND

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

STATUS

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

RECOMMENDATION

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

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

CLASSIFIED PERSONNEL ACTIONS/RATIFICATIONS

A. NEW PERSONNEL APPOINTMENTS

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

A. ARCELLES, SONIA is to be employed as Admissions and Records Specialist I, Bilingual, Pos #2743, Office of Admissions, Records and Enrollment Services, Saddleback College, Classified Salary Range 116, Step 1, 40 hours per week, plus additional compensation of 2% of the base salary (for verified bilingual ability used as a regular and routine component of assigned duties, as outlined in the C.S.E.A. contract, Article 8.1.1 “Bilingual Stipend”), 12 months per year, effective September 24, 2007. This is a replacement position for Lurdes Casillas, who received a change in status.

B. KENNEDY, CAROL is to be employed as Senior Administrative Assistant, Pos #3302, Office of Physical Plant, Saddleback College, Classified Salary Range 127, Step 1, 40 hours per week, 12 months per year, effective October 22, 2007. This is a replacement position for Patricia Bollinger, who retired.

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

<u>Name</u>	<u>Classification</u>	<u>Range/Step</u>	<u>Start Date</u>
Alvarez, Stefanie	Administrative Assistant/IVC	121/1	9/25/2007
Cain, Marion	Administrative Assistant/District	121/1	9/21/2007
Grigsby, Shauna	Counseling Office Assistant/SC	115/1	9/21/2007
Levine, Shelley	Administrative Assistant/District	121/1	9/20/2007
Mehrabian, Shakeh	Administrative Assistant/IVC	121/1	9/24/2007
Ricketts, Lurdes	Sr. Health Office Assistant/SC	124/1	9/25/2007
Thomas, Wendy	Child Development Specialist/SC	122/1	9/28/2007
Waiksnis, Elaine	HR Project Coordinator/District	CM06/1	9/13/2007
Yost, Sharon	Administrative Assistant/SC	121/1	10/1/2007
¹ Perez, Antonio	Groundskeeper/IVC	118/1	9/14/2007
Perez, Antonio	Custodian/IVC	113/1	9/14/2007

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. (Ratified – 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>
Bettino, Leslie	Project Specialist/SC	\$ 10.50	09/17/07-12/31/07
Booker, Nicholas	Project Specialist/SC	16.00	09/10/07-12/31/07
Brown, Lucy	Clerk, Short-Term/SC	13.00	10/15/07-12/31/07
Cervantes, Martha	Clerk, Short-Term/SC	13.00	10/15/07-12/31/07

¹ Son-in-law of Nicolas Zambrano, Irrigation Specialist, Office of Physical Plant, Irvine Valley College.

A. NEW PERSONNEL APPOINTMENTS (Continued)

3. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2007/2008** academic year, on an if-and-as-needed basis, and shall work no more than 160 days in any fiscal year. (Ratified – 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>
Dwinell, Patti	Clerk, Short-Term/SC	\$ 11.00	10/15/07-12/31/07
Fox, Jill	Clerk, Short-Term/SC	11.00	10/15/07-12/31/07
Furuta, Jeanne	Clerk, Short-Term/SC	13.00	10/15/07-12/31/07
Gauthier, Shirley	Clerk, Short-Term/SC	13.00	09/19/07-12/31/07
² Goodman, Mary	Clerk, Short-Term/SC	13.00	10/15/07-12/31/07
Graff, William	Project Specialist/SC	20.00	09/18/07-12/31/07
Hillyer, Miriam	Clerk, Short-Term/SC	13.00	10/15/07-12/31/07
Honeyman, Ilona	Theater Aide/IVC	10.00	09/14/07-12/31/07
Jodat, Hanieh	Theater Aide/IVC	8.50	09/24/07-12/31/07
Leong Yu, Rita	Theater Aide/IVC	8.50	09/17/07-12/31/07
MacDonald, Kyle	Coaching Aide/SC	15.00	09/10/07-12/31/07
Maier, Charles	Clerk, Short-Term/SC	11.00	10/15/07-12/31/07
Mansfield, Anne	Clerk, Short-Term/SC	11.00	10/15/07-12/31/07
Mullen, Patricia	Clerk, Short-Term/SC	13.00	10/15/07-12/31/07
Neubauer, Laura	Project Specialist/SC	9.50	09/10/07-12/31/07
Roh, Matthew	Theater Aide/IVC	8.50	09/24/07-12/31/07
³ Schiffelbein, Nicholas	Project Specialist/SC	20.00	09/24/07-12/31/07
Shalhub, Sonia	Clerk, Short-Term/SC	13.00	10/15/07-12/31/07
Smith, Linda	Clerk, Short-Term/SC	11.00	10/15/07-12/31/07
Turnquist, Barbara	Clerk, Short-Term/SC	13.00	10/15/07-12/31/07
Velasquez, James	Theater Aide/IVC	8.50	09/17/07-12/31/07
Vexlar, Melissa	Theater Aide/IVC	8.50	09/24/07-12/31/07

4. The following individuals are to be employed as **Student Help (Temporary)**, Irvine Valley College and Saddleback College, on an if-and-as-needed-basis, for the **2007/2008** academic year.

<u>Name</u>	<u>Start/End Date</u>
⁴ Avers, Kelsey	09/06/07-12/31/07
Chacon, Justine	09/11/07-12/31/07
Do, Hong Phuong	09/27/07-12/31/07
Francis, Shanta	09/07/07-12/31/07
Greer, Deanna	08/15/07-12/31/07
Grigorieff, Matthew	09/10/07-12/31/07
Hoang, Don Dinh	09/14/07-12/31/07
Ito, Yuka	09/10/07-12/31/07
Josey, Raiff	09/14/07-12/31/07

² Wife of Richard Goodman, Human Services Instructor, Division of Health Sciences, Human Services & Emeritus Institute, Saddleback College.

³ Son of Mark Schiffelbein, Innovation Technology Center, Office of Instruction, Saddleback College.

⁴ Daughter of Mark Kruhmin, Video Production Specialist, Saddleback College.

A. NEW PERSONNEL APPOINTMENTS (Continued)

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>
Kaleopa, Arlene	09/06/07-12/31/07
Kim, Jonghyun	09/10/07-12/31/07
Marin, Andres	09/11/07-12/31/07
Martinez, Martha	09/20/07-12/31/07
Salvatierra, Saul	09/04/07-12/31/07
Taylor, Jessica	09/01/07-12/31/07
Vakil, Amar	09/07/07-12/31/07

6. 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. (Ratified – 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>
Asbury, Jason	Clinical Skills Spec./SC	\$ 20.00/hr	09/06/07-12/31/07
Dempsey, Eugene	CACT Educator/ATEP	7000.00/cs ⁵	09/28/07-06/30/08
Doushkina, Valentina	CACT Educator/ATEP	7000.00/cs	09/19/07-12/31/07
Dubois, Elle	Model/SC	19.00/hr	09/14/07-12/31/07
Gharavi, Mina	Tutor/IVC	9.00/hr	09/04/07-12/31/07
Globus, Lawrence	Community Ed./IVC	2500.00/cs	09/25/07-12/31/07
Khademi, Pourya	Tutor/IVC	9.50/hr	09/14/07-12/31/07
Patterson, Pamela	Rec. Leader/SC	20.00/hr	08/20/07-12/31/07
Pokrajac, Dragan	Tutor/IVC	9.00/hr	09/04/07-12/31/07
Rafia, Apais	Tutor/IVC	12.00/hr	09/17/07-12/31/07
Salvatierra, Saul	Tutor/SC	10.50/hr	09/04/07-12/31/07
⁶ Shah, Ahmad	Tutor/IVC	12.00/hr	09/24/07-12/31/07
⁷ Shah, Fouzia	Tutor/IVC	9.50/hr	09/24/07-12/31/07
St. Amant, Erik	Recreation Leader/IVC	10.50/hr	09/10/07-12/31/07
Thompson, Brian	Tutor/SC	8.50/hr	09/04/07-12/31/07

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

1. ACCOMPANIST, Pos #3237, Classified Salary Range 126, Music, Division of Fine Arts, Saddleback College seeks authorization to eliminate this part-time, 3 hours per week, 10 months per year position from its staff complement, effective October 23, 2007. (Position approved: February 27, 2006)

⁵ Per Course.

⁶ Husband of Fouzia Shah, Tutor, Learning Assistance Program, Office of Special Service & Programs, Irvine Valley College.

⁷ Wife of Ahmad Shah, Tutor, Learning Assistance Program, Office of Special Service & Programs, Irvine Valley College.

B. AUTHORIZATION TO ELIMINATE CLASSIFIED POSITION AND/OR POSITION NUMBERS - Continued

2. ADMINISTRATIVE ASSISTANT (Categorical) Pos #3729, Classified Salary Range 121, Office of Technology and Learning Services, District seeks authorization to eliminate this part-time, 10 hours per week, categorical grant funded position, by the Transfer Counselor Website and Transfer Leadership Center Grant, from its staff complement, effective October 23, 2007. (Position approved: April 23, 2007)
3. ADMINISTRATIVE ASSISTANT, Pos #3702, Classified Salary Range 121, Division of Business Science, Vocational Education and Economic Development, Saddleback College, seeks authorization to eliminate this part-time, 25 hours per week, 12 months per year position from its staff complement, effective October 23, 2007. (Position approved: March 26, 2007)
4. ADMINISTRATIVE ASSISTANT, Pos #3363, Classified Salary Range 121, Division of Business Science, Vocational Education and Economic Development, Saddleback College seeks authorization to eliminate this part-time, 30 hours per week, 12 months per year position from its staff complement, effective October 23, 2007. (Position approved: February 27, 2006)
5. SENIOR ADMINISTRATIVE ASSISTANT, Classified Salary Range 127, Division of Business Science, Vocational Education and Economic Development, Saddleback College seeks authorization to eliminate this full-time, 30 hours per week position from its staff complement, effective November 1, 2007. (See Item C7 of this agenda)
6. WEBMASTER, Pos #3663, Classified Salary Range 142, Advanced Technology and Education Park seeks authorization to eliminate this part-time, 20 hours per week, 12 months per year position from its staff complement, effective October 23, 2007. (Position approved: December 11, 2006)

C. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION

1. ACCOMPANIST, Classified Salary Range 126, Music, Division of Fine Arts, Saddleback College seeks authorization to establish a part-time, 5 hours per week, 10 month per year position to its staff complement, effective September 15, 2007. (Job Description, Attachment 1)
2. ADMINISTRATIVE ASSISTANT (Categorical), Classified Salary Range 121, Office of Technology and Learning Services, District seeks authorization to establish a part-time, 20 hours per week, to its staff complement, effective September 24, 2007. This position is categorical funded by the Transfer Counselor Website and Transfer Leadership Center Grant and the Articulation of Career Technology Education pathways to four year Institutions Grant, with employment contingent upon the availability of these funds. (Job Description, Attachment 2)
3. FRONT OF HOUSE MANAGER, Classified Salary Range 122, School of Fine Arts, Irvine Valley College seeks authorization to establish a part-time, 20 hours per week, 12 month per year position to its staff complement, effective October 23, 2007. (Job Description, Attachment 3)

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

4. PROGRAM ASSISTANT (Categorical), Classified Salary Range 118, Division of Business Science, Vocational Education and Economic Development, Saddleback College seeks authorization to establish and announce a part-time, 16 hours per week position, to its staff complement, effective October 23, 2007. This position is categorical funded by the 3D Modeling Grant, with employment contingent upon the availability of these funds. (Job Description, Attachment 4)
5. PROGRAM SENIOR LABORATORY TECHNICIAN, (Categorical Funded), Classified Salary Range 130, Division of Business Science, Vocational Education and Economic Development, Saddleback College seeks authorization to establish and announce a part-time, 20 hours per week position, to its staff complement, effective October 23, 2007. This position is categorical funded by the 3D Modeling Grant, with employment contingent upon the availability of these funds. (Job Description, Attachment 5)
6. SENIOR ADMINISTRATIVE ASSISTANT, Classified Salary Range 127, Division of Business Science, Vocational Education and Economic Development, Saddleback College seeks authorization to establish this full-time, 40 hours per week, 12 months per year position to its staff complement, effective November 1, 2007. (Job Description, Attachment 6)
7. SENIOR ADMINISTRATIVE ASSISTANT, Classified Salary Range 127, Division of Business Science, Vocational Education and Economic Development, Saddleback College seeks authorization to establish this full-time, 30 hours per week, to its staff complement, effective July 1, 2007 through October 31, 2007. (Job Description, Attachment 6)
8. WEBMASTER, Classified Salary Range 142, Advanced Technology and Education Park seeks authorization to establish a full-time, 30 hours per week, 12 months per year position to its staff complement, effective October 8, 2007. (Job Description, Attachment 7)

D. CHANGE OF STATUS

1. CLASSIFIED EMPLOYMENT (Ratified – Pursuant to Board Policy 4002.1)
 - A. AMADIN, ELSA ID #10652, Administrative Assistant, Pos #3268, Classified Salary Range 121, Step 6, 40 hours per week, 12 months per year, Division of Health Sciences, Human Services and Emeritus Institute, Saddleback College is to be given a temporary change in hours to 38 hours per week, effective October 1, 2007 through January 31, 2008.
 - B. EDWARDS, JOHN, ID #3035, Director of Admissions, Records and Enrollment Services, Pos #3035, Classified Management Salary Range 09, Step 8, 40 hours per week, 12 months per year, Office of Admissions, Records and Enrollment Services, Irvine Valley College is to be given a change in status to Director of Facilities, Pos #2028, Classified Management Salary Range 09, Step 8, 40 hours per week, 12 months per year, Office of Physical Plant, Irvine Valley College, effective November 5, 2007. This is a replacement position for Wayne Ward, who resigned.

D. CHANGE OF STATUS - Continued

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

- C. FOSTER, PATRICIA, ID #1777, Accompanist, Pos #3237, Classified Salary Range 126, Step 6, 3 hours per week, 10 months per year, Division of Fine Arts, Saddleback College is to be given a change in hours to 5 hours per week, 10 months per year, pursuant to Article 7.3.2 of the C.S.E.A. contract, effective September 15, 2007. This permanent change in hours is contingent upon approval by the Board of Trustees for items B1 and C1 of this agenda.
- D. LEONARD, SALLY, ID #15663, Administrative Assistant (Categorical), Pos #3729, Classified Salary Range 121, Step 1, 10 hours per week, Office of Technology and Learning Services, District is to be given a change in hours to 20 hours per week, with funding by the Transfer Leadership Center Grant and the Articulation of Career Technology Education pathways to four year Institutions Grant, pursuant to Article 7.3.2 of the C.S.E.A. contract, effective September 24, 2007. This permanent change of hours is contingent upon approval by the Board of Trustees of items B2 and C2 of this agenda.
- E. MARTINEZ, MICHAEL, ID #15434, Webmaster, Pos #3663, Classified Salary Range 142, Step 2, 20 hours per week, 12 months per year, Advanced Technology and Education Park, is to be given a change in hours to 30 hours per week, 12 months per year, pursuant to Article 7.3.2 of the C.S.E.A. contract, effective October 8, 2007. This permanent change of hours is contingent upon approval by the Board of Trustees for items B3 and C6 of this agenda.
- F. MARTIN, VALERIE, ID #4218, Administrative Assistant, Pos #3363, Classified Salary Range 121, Step 6, 30 hours per week, 12 months per year, Division of Business Science, Vocational Education and Economic Development, Saddleback College is to be given a change in status to Senior Administrative Assistant, Classified Salary Range 127, Step 4, Division of Business Science, Vocational Education and Economic Development, Saddleback College, 30 hour per week, effective July 1, 2007 through October 31, 2007, then to 40 hours per week, 12 months per year, effective November 1, 2007. This permanent change of hours is contingent upon approval by the Board of Trustees of items B3, B4, B5, C6 and C7 of this agenda.
- G. PYLE, JAMES, ID #2188, Acting Director of Safety and Security, Pos #3634, Classified Management Salary Range 07, Step 10, 40 hours per week, Office of Safety and Security, Irvine Valley College, returned to permanent assignment as Deputy Chief of Police, Pos #3004, Classified Management Salary Range 06, Step 10, 40 hours per week, Office of Safety and Security, Saddleback College, effective October 9, 2007.

E. OUT OF CLASS ASSIGNMENTS

- 1. BANES, SHERRI, ID #12881, Transfer Center Specialist, Pos #3262, Classified Salary Range 123, Step 5, 40 hours per week, 11 months per year, Division of Counseling Services and Special Programs, Saddleback College, has been given a temporary change in assignment to Program Coordinator (Categorical), Pos #3768, Classified Salary Range 134, Step 1, 40 hours per week, Division of Business Science, Vocational Education and Workforce Development, Saddleback College, effective October 10, 2007 through November 25, 2007. This is a temporary reassignment into a vacant categorical funded position, with employment in this assignment contingent upon the availability of the NSF Grant funding.

E. OUT OF CLASS ASSIGNMENTS - Continued

2. MURAKAMI, KRISTINE, ID #9183, Library Assistant III, Pos #2798, Classified Salary Range 121, Step 6, 40 hours per week, 12 month per year, Office of Library Services, Irvine Valley College, has been given a temporary change in assignment to Library Technician, Pos #1078, Classified Salary Range 125, Step 5, 40 hours per week, Office of Library Services, Irvine Valley College, effective September 10, 2007. This is a temporary replacement for Lloyd Chittenden, who resigned.

F. AUTHORIZATION TO CHANGE ORGANIZATION REPORTING STRUCTURE

1. Saddleback College seeks authorization to change the organization reporting structure for Laboratory Technician, Computers, Pos #3452, a Classified Bargaining Unit position, assigned to John McCotter, ID #7153, Classified Salary Range 122, Step 6, 40 hours per week, 12 months per year, from reporting to the Dean of the Division of Business Sciences, Vocational Education and Workforce Development to report to the Dean of Liberal Arts and Learning Resources, effective November 1, 2007.

G. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

1. DOBBS, SUZANNE, ID#5158, Building Maintenance Worker, Pos #3528, Facilities Maintenance, Office of Physical Plant, Irvine Valley College, Classified Salary Range 124, Step 6, conclusion of employment effective June 1, 2007. Employee shall be placed on a 39 month re-employment list in accordance with Education Code 88192. Payment is authorized for any compensated time off. (Initial and Permanent Start Date: February 13, 1996).
2. HERNANDEZ, RODRIGO, ID #15678, Custodian, Pos #1404, Facilities Custodial, Office of Physical Plant, Saddleback College, Classified Bargaining Unit Salary Range 113, Step 1, probationary, resignation effective August 17, 2007. (Initial and Probationary Start date: August 1, 2007)
3. PATTERSON, CATHERINE, ID #5076, College Information Operator, Pos #3486, Office of Safety and Security, Irvine Valley College, Classified Bargaining Unit Salary Range 113, Step 6, resignation effective December 28, 2007 and retirement effective December 29, 2007. Payment is authorized for any compensated time off. (Initial Start date: May 22, 1995 and Permanent Start date: February 14, 1996)

H. VOLUNTEERS

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

Fine Arts, Saddleback College

Frederick, Jane	Good, Pauline	Gross, Rachel	Mollis, Cristina
Saleen, Garrett	Toth, Imre		

Learning Assistance Program, Liberal Arts and Learning Resources, Saddleback College

Adkins, Mauricette	Ahmadi, Zahra	Amirarjomand, Reza	Cushman, Jenell
Hariri, Sara	Kashef, Farzan	Martin, Dennis	Merritt, Sterling
Samanta, Arundhati	Shaffer, Robert	Sherry, Richard	White, Alan

H. VOLUNTEERS - Continued

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

Mathematics, Sciences and Engineering, Saddleback College

Badir, Patrick	Chilver, Nik	Jhu, Candice	Meade, Kyle
Murray, Ashley	Zigan, Katrina		

Physical Education and Athletics, Saddleback College

Acevedo, Hernan	Banis, Sam	Caley, John	Cheah, U-Tee
Gemmell, Paul	Gerloff, Milton	Ireland, Tracey	Knox, Curtis
Leong, Stephen			

Social and Behavioral Sciences, Saddleback College

Kleis, Jesse	Loftus, Nicole
--------------	----------------

School of Fine Arts, Irvine Valley College

Kim, Kyung Woo

School of Life Sciences, Irvine Valley College

Dyball, Mark	Lee, Jane
--------------	-----------

Health, Physical Education and Athletics, Irvine Valley College

Gould, Chris	Truong, Ailam
--------------	---------------

Office of Special Programs and Services, Irvine Valley College

Mahboobeh, Kalbassi	LaClare, Robert	Parks, Ryan
---------------------	-----------------	-------------

Mathematics, Sciences and Engineering, Saddleback College

Algozzini, George	Vakil, Amar
-------------------	-------------

Emeritus, School of Career Tech. Education and Workforce Dev., Irvine Valley College

Shoro, Anushe

ATTACHMENT 1

South Orange County Community College District

ACCOMPANIST - ID #384 – 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.

South Orange County Community College District
Page 2 - Accompanist

QUALIFICATIONS

Ability to:

Play advanced piano pieces.

Explain and instruct students on theoretical concepts and musical techniques.

Sight-read a variety of music.

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

ADMINISTRATIVE ASSISTANT - ID #110 – CLASSIFIED BARGAINING UNIT SALARY RANGE 121

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 assigned administrator of record of a single-function program of moderate size, staff, budget, and complexity or the Dean of a large instructional, business, or student services program, performs general administrative, secretarial, and clerical assistance duties in support of assigned program and administrative, academic, and classified staff, students, and the public; OR may serve as secondary administrative support for a larger business, instructional, or student services division such as an instructional division office. May receive technical training and work direction from an academic bargaining unit program supervisor, an executive assistant, or a higher-level administrative assistant.

DISTINGUISHING CHARACTERISTICS

This classification is distinguished from other levels of the Administrative Assistant series in that the Administrative Assistant is the intermediate-level classification of the series. Incumbents are assigned to perform a wide range of administrative support, secretarial, and clerical duties independently for a single-function program area or to provide secondary support to a large/complex business, instructional, or student services program. Incumbents at this level typically receive instruction or assistance only as new or unusual situations arise, and should be aware of the operating procedures and policies of the work unit upon completion of the probationary period.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Perform secretarial and administrative support duties for assigned administrator; relieve assigned administrator and other staff of a variety of clerical, technical, and administrative details.
2. Perform administrative support duties to assist the administrator in meeting reporting requirements, functional responsibilities, and research objectives; coordinate the office work of the administrator; develop schedules related to division/department activities and services; review, update, and inform the administrator and others of essential timelines; coordinate the flow of activities through the office in relation to priorities and schedules; assure the timely completion of work in accordance with established policies, procedures, and standards.
3. Utilize electronic technology to correspond with others and to maintain assigned calendars, schedules, and appointments; coordinate and arrange meetings; coordinate activities with other divisions and departments.
4. Facilitate communications between assigned supervisor, other administrators, students, academic and classified staff, other offices, educational institutions, public agencies, and the general public; interact and relay information, questions, and decisions regarding administrator's area of assignment; prepare preliminary responses to correspondence for administrator's approval.
5. Provide staff support to standing and ad hoc committees and other groups as assigned; attend meetings and take notes or record proceedings; prepare and distribute agendas, background materials, and minutes as appropriate.

South Orange County Community College District
Page 2 - Administrative Assistant

REPRESENTATIVE DUTIES

6. Assist supervisor in budget administration; track budget activity and resolve budget issues and problems; process and prepare time sheets for signature; post, monitor, and track invoices and other expenditures; process budget/expense transfers; prepare purchase requisitions, check requests, independent contracts, and claims for reimbursement of special funds related to assignment.
7. Order office supplies and materials as directed; assure their timely receipt and storage; assure proper functioning of office equipment.
8. Answer telephones and respond to routine questions and requests for information from administrative, management, academic, and/or classified staff and the general public; communicate information in person or by telephone where judgment, knowledge, and interpretation of policies and procedures are necessary.
9. Train and provide work direction to assigned student workers, clerical assistants, and other staff as assigned.
10. Establish and maintain complex, interrelated filing systems including confidential files; collect, compile, and record narrative, statistical, and financial data and other information; research and verify information as requested.
11. Type, format, proofread, duplicate, and distribute a wide variety of correspondence, reports, notices, schedules, lists, forms, and other materials according to established procedures, policies, and standards; type from rough draft, verbal instructions, or transcribing machine recordings; compose correspondence related to area of assignment.
12. Receive mail and identify and refer matters to the administrator in order of priority.
13. Utilize various computer applications and software packages; maintain and generate reports from a database or network system.
14. Operate office equipment including computer equipment, typewriter, calculator, copier, and facsimile machine.
15. When assigned to an instructional division: may assist in the development of the schedule of classes; may participate in the process for the development of new courses/curriculum and/or program offerings and assist in keeping current programs up-to-date; may assist in coordinating the use of facilities assigned to the division; may assist with the process to audit and facilitate submission of grades and attendance records in accordance with guidelines and time schedules to meet established deadlines.
16. 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.

Principles, practices, and procedures of business letter writing.

Principles and practices used to establish and maintain files and information retrieval systems.

Principles, practices and procedures of fiscal, statistical, and administrative record keeping.

South Orange County Community College District
Page 3 - Administrative Assistant

QUALIFICATIONS

Knowledge of:

Principles and techniques used in public relations including methods and techniques of proper receptionist and telephone etiquette.

Basic mathematical concepts.

Basic research methods and techniques.

Work organization and basic office management principles and practices.

English usage, grammar, spelling, punctuation, and vocabulary.

Ability to:

Learn and understand the organization and operation of the assigned division and/or department as necessary to assume assigned responsibilities.

Learn, understand, interpret, and apply administrative and office policies and procedures as well as pertinent laws, regulations, and ordinances.

Perform a range of administrative, secretarial, and clerical duties involving the use of independent judgment and personal initiative.

Compile information and write reports, business correspondence, and procedure manuals using correct English usage, grammar, spelling, punctuation and vocabulary.

Respond to requests and inquiries from students, staff, or the public; effectively present information in person or on the telephone to students, staff, or the public.

Use sound judgment in recognizing scope of authority.

Exercise good judgment and discretion in analyzing and resolving confidential, difficult, and sensitive situations.

Type or enter data at a speed necessary for successful job performance.

Take and transcribe dictation, if required by the position, at a speed necessary for successful job performance.

Research, compile, analyze, and interpret data.

Prepare a variety of clear and concise administrative and financial records.

Implement and maintain filing systems.

Independently compose and prepare routine correspondence and memoranda.

Train and provide work direction to others.

Establish, review, and revise office work priorities.

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 effectively with minimal supervision.

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 - Administrative Assistant

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 college-level coursework or specialized training in business administration, secretarial science, or a related field.

Experience:

Two years of increasingly responsible secretarial and clerical experience preferably in an administrative office of a public agency or in an educational environment.

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. 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; to verbally communicate to exchange information; and to 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.

Johnson & Associates - June, 2005
Board of Trustees Approved – February 27, 2006

October 22, 2007

ATTACHMENT 3

South Orange County Community College District

FRONT OF HOUSE MANAGER – CLASSIFIED BARGAINING UNIT SALARY RANGE 122

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 Dean of Fine Arts or an administrative designee, participates in planning, coordinating, implementing, and overseeing assigned programs, projects, and/or initiatives for College front of house operations including the lobby, auditorium, and other public areas; coordinates and oversees volunteers and temporary staff; and prepares a variety of reports related to area of assignment.

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. Participate in planning, coordinating, implementing, and overseeing assigned College front of house operations; ensure the smooth operation of the front of house; participate in the development and implementation of program goals, objectives, policies, procedures, and priorities; develop strategies for the achievement of these goals.
2. Function as Front of House Manager for assigned events; supervise the front-of-house activities in assigned venues; attend all performances, directing front-of-house operations and staff; ensure a safe and positive environment for all events.
3. Determine staffing needs and work schedules for assigned events; provide or coordinate staff training; assign and oversee appropriate theatre staff in front of house operations in campus auditorium including ushers, concessions, and ticket takers; ensure that appropriate front of house staff levels are maintained to adequately service all auditorium users.
4. Ensure the safety of patrons, volunteers, and staff through the proper implementation of emergency procedures.
5. Prepare a variety of front of house reports including house counts, lost and found, and patron feedback.
6. Coordinate front of house activities with other Fine Arts staff, divisions, and outside agencies.
7. Coordinate the use of the lobby for receptions including set up, decoration, food preparation, and clean up.
8. Conduct tours of the Performing Arts Center for interested groups in coordination with the Director of Production Management; conduct comprehensive tours for volunteers as necessary.
9. Report and follow through on any malfunctions and safety concerns in the lobby and auditorium to campus management.
10. Ensure adequate advertising through display unit, brochures, and posters in the lobby for upcoming events.
11. Coordinate front of house operations for special events such as festivals, award ceremonies and internal social events.
12. Maintain lost and found for the Performing Arts Center.
13. Work closely with performing arts directors to meet special needs or requirements for various events and performances.

South Orange County Community College District
Page 2 - Front of House Manager

REPRESENTATIVE DUTIES

14. Respond to inquiries and requests for information; investigate complaints and recommend corrective action as necessary to resolve complaints.
15. Perform related duties as required.

QUALIFICATIONS

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

Knowledge of:

Theatre operations and procedures, and front of house techniques for a performing arts facility.
Principles and practices of customer service.
Principles of theatre management.
Scheduling and coordinating of ushers, volunteers, ticket takers, and concessionaire staff.
Principles of supervision and training.
Methods and techniques used in public relations and marketing.
Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.
General aspects of theatre production.
Safety hazards and preventative measures particular to theatre management.

Ability to:

Oversee front of house theatre operations in an effective and business-like manner.
Select and schedule volunteers and temporary employees.
Recommend and implement goals, objectives, policies, and procedures for providing front of house operations.
Resolve patron problems in a prompt and efficient manner.
Exercise good judgment, courtesy, and tact with staff and the public.
Represent the Performing Arts Center positively to the public.
Provide customer service over the phone and in-person.
Work varying hours, remain calm in stressful situations, and stand for extended periods of time.
Operate and use modern office equipment including a computer and various software packages.
Prepare clear, concise, and comprehensive reports.
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 some specialized training in theatre arts or a related field.

Experience:

Two years of theatre arts experience that demonstrates the ability to effectively organize and oversee the work of volunteers.

South Orange County Community College District
Page 3 - Front of House Manager

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 a theatre setting; extensive public contact. Positions may be required to work evenings and weekends

Physical:

Primary functions require sufficient physical ability and mobility to work in an office and theatre 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.

New Position: Created by Johnson & Associates, July, 2007

ATTACHMENT 4

South Orange County Community College District

**PROGRAM ASSISTANT – CATEGORICAL FUNDED – CLASSIFIED BARGAINING UNIT
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.

South Orange County Community College District
Page 3 - Program Assistant – Categorical Funded

Ability to:

Use sound judgment in recognizing scope of authority.

Type or enter data at a speed necessary for successful job performance.

Compile and organize data and information.

Maintain filing systems.

Exercise good judgment in maintaining information, records, and reports.

Plan and organize work to meet schedules and changing deadlines.

Operate office equipment including computers and supporting word processing, spreadsheet, and database applications.

Adapt to changing technologies and learn functionality of new equipment and systems.

Work under steady pressure with frequent interruptions and a high degree of public contact by phone or in person.

Work with and exhibit sensitivity to and understanding of the varied racial, ethnic, cultural, sexual orientation, academic, socio-economic, and disabled populations of community college students.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

EDUCATION AND EXPERIENCE GUIDELINES:

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education/Training:

Equivalent to the completion of the twelfth grade. 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.

South Orange County Community College District
Page 4 - Program Assistant – Categorical Funded

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment:

Work is performed primarily in a standard office setting, typically at a desk or computer terminal; subject to noise from office equipment operation; frequent interruptions and contact in person and on the telephone with students, academic and classified staff, and others.

Physical:

Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; to verbally communicate to exchange information; and may occasionally travel to other offices or locations to attend meetings or to pick up or deliver materials.

Vision:

See in the normal visual range with or without correction.

Hearing:

Hear in the normal audio range with or without correction.

Prepared by Johnson and Associates: June, 2006
Approved by the Board of Trustees, June 26, 2006

ATTACHMENT 5

South Orange County Community College District

**PROGRAM SENIOR LAB TECHNICIAN – CATEGORICAL FUNDED – CLASSIFIED
BARGAINING UNIT SALARY RANGE 130**

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 a Dean or other administrator, performs complex technical work in an instructional learning environment for a highly technical or complex subject area; exercises judgment and initiative in coordinating labs and other instructional facilities and materials within the assigned area; performs laboratory tests and/or experiments; provides a high level of assistance to assigned staff; and makes minor adjustments to equipment as necessary.

DISTINGUISHING CHARACTERISTICS

This class is distinguished from similar classifications in that positions assigned to this class are categorically funded, not financed by District funds. Positions in the Program Senior Lab Technician class are distinguished from the Program Lab Technician by the level of responsibility assumed and the complexity and range of duties assigned. Employees assume greater responsibility for more technical aspects of a learning program, perform at a skill level with a considerable degree of independence, and operate complex apparatus, equipment, and machines. In addition, the Program Senior Lab Technician must possess extensive technical or academic training and experience in the assigned field, set up complex labs, monitor assigned budgets, order and inventory laboratory supplies and materials, and provide significant academic assistance to assigned staff. Employees at this level are required to be fully trained in all procedures related to assigned area of responsibility and are fully aware of the operating policies and procedures of the work unit.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Participate in the planning and implementation of laboratory exercises and experiments; implement new or modified policies and procedures as required.
2. Prepare for laboratory demonstrations; set up laboratory apparatus; assist students in the use of a variety of laboratory equipment and instruments; ensure student compliance with laboratory policies, procedures and safety precautions; demonstrate proper care and cleaning procedures for laboratory equipment.
3. Operate requisite laboratory equipment and instruments; record data.
4. Assist instructors in developing instructional materials; prepare study sheets, visual instructional aides, sample exercises and exams, and laboratory experiments; may assist in grading exams and maintaining related records.
5. Provide assistance to students on a variety of laboratory and course related matters; review student work in progress and assist in resolving problems.
6. Assist instructors, staff and students in the use of a variety of laboratory equipment, materials and supplies in an instructional setting; monitor students involved in laboratory activities; ensure student compliance with laboratory policies, procedures and safety precautions; demonstrate safety and emergency procedures in class and laboratory situations.

South Orange County Community College District
Page 2 - Program Senior Lab Technician – Categorical Funded

REPRESENTATIVE DUTIES

7. Maintain a clean and safe learning environment; perform routine and minor repairs on laboratory equipment; maintain, clean and test equipment as appropriate and necessary.
8. Oversee and participate in the ordering and maintenance of supplies, materials and equipment; acquire and maintain an inventory of materials for instructional programs; store, discard and rotate materials according to standard procedures; receive, assemble and test new equipment.
9. Participate in budget preparation and administration; prepare cost estimates for budget recommendations; submit justifications for budget item; monitor and control expenditures.
10. Respond to inquiries and requests for information; answer phones; relay messages for faculty and staff.
11. Respond to laboratory emergencies.
12. Perform related duties as required.

QUALIFICATIONS

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

Knowledge of:

Operational characteristics of laboratory apparatus, equipment and materials pertaining to assigned laboratory and subject area.

Advanced theories and applications of the assigned subject matter.

Advanced principles and practices of laboratory operations.

Proper methods of storing equipment, materials, chemicals and supplies used within the assigned laboratory.

Operational characteristics of equipment and machines related to area of assignment.

Methods, materials, practices, and tools used in equipment maintenance and repair for assigned area.

Principles and procedures of record keeping and filing.

Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.

Basic principles and practices of budget preparation and administration.

Occupational hazards and standard safety practices.

Ability to:

Perform complex technical work in an instructional learning environment for a highly technical or complex subject area.

Perform duties at an advanced skill level with a considerable degree of independence.

Provide assistance to students on matters related to assigned laboratories.

South Orange County Community College District
Page 3 - Program Senior Lab Technician – Categorical Funded

QUALIFICATIONS

Ability to:

Provide assistance to instructors in the development of relevant materials.

Correctly and efficiently set up laboratory equipment and materials used in exercises and experiments.

Operate and demonstrate the proper use of specialized equipment, supplies, and materials.

Safely and effectively maintain and repair a variety of equipment related to area of assignment

Operate, understand the mechanical function of and perform routine maintenance and repairs on laboratory equipment within assigned area.

Interpret and apply department policies, procedures, rules and regulations.

Properly store and dispose of hazardous chemicals and materials.

Ensure adherence to safe work practices and procedures.

Participate in budget preparation and administration.

Maintain an adequate inventory of materials for instructional programs.

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 related to area of assignment.

Experience:

Three years of increasingly responsible experience directly related to area of assignment.

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 laboratory setting; exposure to potentially hazardous chemicals, noise, dust, grease, smoke, fumes, noxious odors, and gases; work with laboratory equipment and apparatus; may work in, near or with water. Moderate exposure to risks controlled by safety precautions.

South Orange County Community College District
Page 4 - Program Senior Lab Technician – Categorical Funded

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

Physical:

Primary functions require sufficient physical ability and mobility to work in a laboratory 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 moderate to heavy amounts of weight; to operate laboratory equipment and apparatus requiring repetitive hand movement and fine coordination; to verbally communicate to exchange information; may require the wearing of safety glasses or goggles, lab coat, rubber or plastic gloves, respirators or face shields.

Vision:

See in the normal visual range with or without correction.

Hearing:

Hear in the normal audio range with or without correction.

Created by Johnson & Associates, July 2007
Board of Trustees Approved – July 23, 2006

ATTACHMENT 6

South Orange County Community College District

SENIOR ADMINISTRATIVE ASSISTANT, ID #108 – Classified Bargaining Unit Salary Range 127

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

SUMMARY DESCRIPTION

Under direction from the assigned administrator of record of a highly complex, multi-function division of large size, staff, and budget, such as a Dean or Director, performs the full range of administrative, secretarial, and clerical assistance in support of assigned complex program in a large business, instructional, or student services division; or serves as secondary administrative support for a larger office, such as a Vice President's office or the President's office. May receive direction from a Vice-President if assigned to provide specialized, independent secondary support in that office. May receive direction from the President or Executive Assistant to the President if assigned to provide specialized, independent secondary support in that office. May receive functional supervision, technical training, and work direction from an academic bargaining unit program supervisor or an executive assistant.

DISTINGUISHING CHARACTERISTICS

This classification is distinguished from other levels of the Administrative Assistant series in that the Senior Administrative Assistant is the experienced, journey-level classification of the series. Incumbents are assigned to perform the full range of complex administrative support, secretarial, and clerical duties independently for a large/complex business, instructional, or student services program. Incumbents at this level typically receive instruction or assistance only as new or unusual situations arise, and must be fully aware of the operating procedures and policies of the work unit.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Participate in the administration of the office to which assigned; assist supervisor in meeting reporting requirements, functional responsibilities, and research objectives; provide responsible and complex secretarial and administrative support and confidential assistance, relieving the supervisor of a wide variety of clerical, technical, and administrative detail; assist in organizing functions and activities promoted by the District, college, or program area.
2. Plan and organize administrative office support functions; coordinate, oversee, and evaluate the flow of office work and assure that work is performed in a timely and accurate manner; review, update, and inform the supervisor and others of essential timelines; discuss and review calendar of events on a regular basis with supervisor to assure timely coordination of office activities and status of assigned projects; develop schedules related to division/department activities and services.
3. Utilize electronic technology to correspond with others and to maintain assigned calendars, schedules, and appointments; coordinate and arrange meetings; coordinate activities with other divisions and departments; make travel arrangements for department staff; process conference reimbursement and other requests.

South Orange County Community College District
Page 2 - Senior Administrative Assistant

REPRESENTATIVE DUTIES

4. Participate in the orientation and training of new classified and academic employees when assigned; assign, schedule, train, and provide work direction to lower-level office staff and student workers as assigned; prioritize work assignments; review and validate completed work for accuracy; determine the necessity for and assign substitute classified and/or academic personnel as needed.
5. Collect, research, compile, analyze, verify, summarize, record, and evaluate information; prepare and distribute narrative, statistical, and financial data, recommendations, and alternatives as requested; complete reports; verify and review forms and reports for completeness and conformance with established regulations and procedures.
6. Coordinate and oversee specialized functions or projects independently, as assigned including special event planning and implementation; assure that work is performed in a timely and accurate manner; use independent judgment to develop and provide recommendations, suggestions, or information as appropriate.
7. Answer telephones and respond to questions and requests for information from administrative, management, academic, and/or classified staff and the general public; communicate information in person or by telephone where judgment, knowledge, and interpretation of policies and procedures are necessary.
8. Serve as liaison between assigned supervisor and the College president, vice presidents, administrative staff, academic and classified staff, students, representatives of community agencies, and the general public by relaying messages, answering questions, clarifying information, responding to requests, resolving problems, explaining District, College, Department, or program area policies and procedures, or referring callers to the administrator or others as necessary.
9. Assure that Board agenda items and supporting documents are developed, prepared, and forwarded within District timelines and legal requirements and guidelines; assure the administrator receives timely notification of Board requests for information or action; assure that the Board receives information and notification of action taken as requested.
10. Assist supervisor in the preparation and administration of program budget(s); assist in preparing cost estimates for budget recommendations; assist in submitting justifications for budget items; allocate funds to proper budget codes; monitor and track expenditures in a timely manner; provide regular budget reports to administrator for control of expenditures; assist in resolving budget issues and problems; interact with others regarding deposits; process budget/expense transfers; recommend budget revisions.
11. Recommend expenditures for office equipment, materials, and supplies and assure their timely ordering, receipt, and storage; assure proper functioning of office equipment; prepare purchase requisitions, check requests, independent contracts, and claims for reimbursement of special funds related to assignment; post, monitor, and track invoices and other expenditures; process and prepare time sheets for signature.
12. Provide staff support to standing and ad hoc committees and other groups as assigned; attend meetings and take notes or record proceedings; prepare and distribute agendas, background materials, and minutes as appropriate.
13. Compose correspondence independently; prepare preliminary responses to letters, general correspondence, and personal inquiries of a sensitive nature, including faculty, students, and staff grievances and complaints, for administrator's approval.
14. Format, type, proofread, duplicate, and distribute correspondence, notices, lists, forms, memoranda, and other materials according to established procedures, policies, and standards.

South Orange County Community College District
Page 3 - Senior Administrative Assistant

REPRESENTATIVE DUTIES

15. Establish and maintain a variety of complex, interrelated filing systems including confidential files; establish and maintain files for information, records, and reports involving classified, academic, and administrative payroll and attendance, budget, production and cost records, inventory, manuals, and updated resource materials.
16. Receive mail and identify and refer matters to the administrator in order of priority.
17. Utilize various computer applications and software packages; maintain and generate reports from a database or network system.
18. Operate office equipment including computer equipment, typewriter, calculator, copier, and facsimile machine.
19. Interact with South Orange County Community College District, Irvine Valley College, and Saddleback College's administrators, divisions, departments, faculty, staff, and students in all matters related to the area of assignment; interpret and apply policies and procedures and process sensitive complaints and requests for information.
20. When assigned to an instructional division: develop, proof, and submit schedule of classes; direct the process for development of new course/curriculum and/or program offerings and assist in keeping current programs up-to-date; manage and coordinate use of facilities assigned to the division; assist in processes and procedures to facilitate the submission of grades and attendance records in accordance with guidelines and time schedules to meet established deadlines including to serve as contact point and liaison with Admissions and Records.
21. 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:

Operational characteristics, services, and activities of the functions, programs, and operations of the assigned division or department.

Pertinent federal, state, and local laws, codes, and regulations including applicable sections of the State Education Code and other legal requirements related to area of assignment.

Work organization and office management principles and practices.

Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.

Processes, procedures, and practices of budget preparation and administration.

Principles, practices, and procedures of business letter writing.

Principles and procedures used in complex, inter-related record keeping.

Principles and practices used to establish and maintain files and information retrieval systems.

Principles, practices and procedures of complex fiscal, statistical, and administrative research and report preparation.

Statistical procedures and mathematical concepts.

Principles and techniques used in public relations including methods and techniques of proper receptionist and telephone etiquette.

Principles and practices of providing training, work direction, and guidance to lower-level office staff and student workers.

English usage, grammar, spelling, punctuation, and vocabulary.

South Orange County Community College District
Page 4 - Senior Administrative Assistant

QUALIFICATIONS

Ability to:

Understand the organization and operation of the assigned division and/or department as necessary to assume assigned responsibilities.

Understand, interpret, and apply administrative and office policies and procedures as well as pertinent laws, regulations, and ordinances.

Perform responsible and difficult administrative duties involving the use of independent judgment and personal initiative.

Oversee and participate in the management of the administrative functions and operations of the assigned office.

Establish, review, and revise office work priorities.

Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.

Use sound judgment in recognizing scope of authority.

Exercise good judgment and maintain confidentiality in maintaining critical and sensitive information, records, and reports.

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.

Type or enter data at a speed necessary for successful job performance.

Take and transcribe dictation, if required by the position, at a speed necessary for successful job performance.

Participate in the preparation and administration of assigned budgets.

Use correct English usage, grammar, spelling, punctuation, and vocabulary.

Research, compile, analyze, and interpret data.

Prepare a variety of clear and concise administrative and financial reports.

Implement and maintain filing systems.

Independently compose and prepare correspondence and memoranda.

Plan, schedule, direct, coordinate, and review the work and performance of assigned staff in a manner conducive to proficient performance and high morale.

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 independently and effectively in the absence of supervision.

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:

South Orange County Community College District
Page 5 - Senior Administrative Assistant

EDUCATION AND EXPERIENCE GUIDELINES

EDUCATION/TRAINING:

Equivalent to two years of college level course work or specialized training in public administration, business administration, secretarial science, or a related field.

Experience:

Three years of increasingly responsible experience as an administrative assistant or secretary, preferably in an administrative office of a public agency or in an educational environment, including some experience in a lead capacity.

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. 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; to verbally communicate to exchange information; and to 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.

Johnson & Associates - June, 2005
Board of Trustees Approved – February 27, 2006

ATTACHMENT 7

South Orange County Community College District

WEBMASTER - ID #567 - CLASSIFIED BARGAINING UNIT SALARY RANGE 142

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 management staff, designs, develops and maintains the College's web site and related links and pages; implements web strategies related to the College's external web sites within a framework of established District and College procedures; provides support, training, and service to web authors at the College.

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. Implement the overall strategic goals for content of official College web site; provide web suggestions and options related to the "look and feel" required for District marketing purposes, including e-marketing; design the College web site to accurately reflect well on the District and College.
2. Develop and design the site architecture, navigational user interface, pages and the tools to navigate on the web site; create original graphics and icons for use on the site; obtain domain name; register sites with search engines; recommend environmental standards; determine and implement the web design parameters, style guides and visual standards.
3. Provide oversight on the design of College web pages; coordinate with authors of and contributors to the web site to ensure consistency in style, tone and quality of the College's site(s); present a consistent visual image on the web by promoting uniform fonts, formats, icons, images, layout techniques and modularization, including maintenance of HTML, template and image archives.
4. Design, construct, maintain and modify high-quality web sites and pages including incorporating graphic user interface (GUI) features and other techniques; product graphic sketches, designs and copy layouts for online content; determine size and arrangement of illustrative material and copy, selects style and size of type and arranges layout based upon available space, layout principles and aesthetic design principles; publish content to web; maintain and provide ongoing design of the web site.
5. Provide specified project coordination among assistants and authors in web development; provide technical support to the College on a by-product basis; perform disaster recovery functions; perform backups and ensure user accessibility to the site; monitor site traffic and scale site capacity to meet traffic demands; make recommendations related to new software, tools and hardware related to web sites.
6. Effectively operate and use multi-platform personal computers; perform training and teach web skills to assistants, authors and others as needed; establish liaisons with graphic artists and provide first-level user support; provide support for web sites located on UNIX and PC servers.
7. Connect to a local network; connect Local Area Network to the Internet; analyze network traffic and monitor connectivity; set up server hardware; set up Web server software; maintain web server software and extensions; maintain DNS; maintain user state; create and develop server-side scripts or programs to accept, store and manipulate data from HTML forms.

REPRESENTATIVE DUTIES

8. Establish and maintain virtual hosting; provide quality assurance by maintaining the home page and the hypertext files contained therein; and manage web traffic.
9. Promote file-naming standards so published files can be migrated to multiple platforms; integrate database capability; mirror contents across sites; promote the proper use of HTML and keep abreast of developing HTML standards so College web pages will have a consistent interface across multiple web browsers; troubleshoot client HTML pages.
10. Run routine software tests; perform troubleshooting and provide routine maintenance of web pages; provide progress reports; maintain and publish web statistics.
11. Engage in on-going training to keep skills current and as needed for the job; perform on-going research and testing of new tools, software and products related to web development.
12. Coordinate work with the ITSS Department within established parameters; coordinate with other web page designers and the system administrator, ensuring that applicable standards such as HTML validity and link liveliness are met.
13. Compile and maintain a Frequently Asked Questions (FAQ) page for use by the college community.
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:

Personal computer workstations, PC/MAC operating systems and server operations.

Network operating systems, web browsing and enhancement tools, utilities and applications.

Web server functions, configuration tools and procedures.

Web authoring tools, including current web languages such as HTML, DHTML, CGI, JAVA, and JavaScript.

Web-based content and procedures for providing access to online staff and/or students through the Internet, Intranets or Extranets in an effective manner.

Methods and techniques of editing, publishing and modifying web content.

Database design and theory .

Technical understanding of Internet technologies, such as HTML, JavaScript, XML, ColdFusion, PHP, Microsoft ASP, SQL, Perl, Java and .NET.

Applications of web authoring software tools, multimedia development tools, server management software, internet server software, SQL database development and web-based course delivery platforms.

Graphic design, color and typography.

English usage, grammar, spelling, punctuation and vocabulary.

Interpersonal skills using tact, patience and courtesy.

QUALIFICATIONS

Ability to:

Plan, organize and execute work independently within established timelines.

Edit, publish, modify and maintain web content.

Correctly interpret and apply the policies and procedures of the function and program to which assigned. Perform responsible and complex work involving the use of independent judgment and personal initiative.

Analyze, design and implement computer programs for a variety of college data processing needs.

Understand user interface issues.

Create and maintain interactive integrated database programs and systems.

Apply techniques of programming and data structuring to specific problems or requests.

Translate administrative objectives into the appropriate web-based applications.

Meet schedules and time lines.

Make presentations and teach web skills to less technical personnel.

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 web design, computer science, information systems or a related field.

Experience:

Four years of increasingly responsible experience in web design and maintenance.

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.

South Orange County Community College District
Page 4 - Webmaster

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

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
Updated – November, 2006

TO: Board of Trustees
FROM: Dr. Raghu P. Mathur, Chancellor
RE: SOCCCD: Compliance With 50% Law
ACTION: Discussion

BACKGROUND

One of the many laws and regulations that affect community colleges is known as the 50% Law. This law requires fifty percent of the District's current expense of education is spent on salaries and benefits of classroom instructors and classified staff that perform services in the classroom under the direction of an instructor. In recent years the percentage in this district declined to be close to 50%.

STATUS

The Chancellor has established an Advisory Council on Compliance with the 50% Law to review current spending patterns and make recommendations to ensure compliance with this law to a reasonable level. The charge of the council is to provide recommendations to the Chancellor by November 1st for his consideration and implementation in 2007-2008 and additional recommendations by December 15th for his consideration and implementation in 2008-2009.

As background information, Exhibit A, Example of Calculation Elements is included to help facilitate discussion. Additional information will be presented at the meeting.

50% Law Examples of Calculation Elements

General Fund Unrestricted Only

Object Code	TOPS Code	Description	Helps	Hurts	Numerator	Denominator	Not Included
Academic							
1111	0100-5999	F/T Classroom Instructors	X		X	X	
1111	6000	Reassign Time*		X		X	
1111	6099	Faculty using Banked OSH**		X		X	
1111	0100-5999	Instructional Sabbaticals	X		X	X	
1312	0100-5999	Overload	X		X	X	
1313/1314	0100-5999	Fall, Spring, & Sum Inst OSH	X		X	X	
1317	0100-5999	Instr Banked OSH when earned	X		X	X	
1211	6120	Librarians		X		X	
1413/1414	6120	Part Time Librarians		X		X	
1211	6120	Librarian Sabbaticals		X		X	
1417	6120/6130	Libr Banked OSH when earned		X		X	
1211	6310	Counselors		X		X	
1413/1414	6310	Part Time Counselors		X		X	
1211	6310	Counselor Sabbaticals		X		X	
1417	6120/6130	Cnslr Banked OSH when earned		X		X	
1221	6610-6999	Academic Administrators		X		X	
1400	0100-6799	Stipends		X		X	

* Cost of time reassigned only

** Cost is reduced by amount of OSH banked

Classified

2100	0100-6799	Non Classroom Classified		X		X	
2131	6000-7999	Classified Managers		X		X	
2200	0100-5999	Classroom Lab Techs	X		X	X	
2200	6110	Learning Center Technicians	X		X	X	
2400	6110	Learning Center Tutors	X		X	X	

Benefits

Instructional Employees
Non Instructional Employees

X		X	X	
	X		X	

Supplies

4300	0100-6799	Instructional Supplies		X		X	
4200	0100-6799	Books & Software		X		X	
4600	0100-6799	Non Instructional		X		X	

Other Operating Expense

5270	0100-6799	Conferences		X		X	
5812	0100-6799	Software Licenses		X		X	
5830	0100-6799	Advertising		X		X	
5173	0100-6799	Consultants		X		X	
5810	0100-6799	Printing		X		X	
5811	0100-6799	Contracted Services		X		X	
5811	0100-5999	Contract Instruction***	X		X	X	
5840	0100-6799	Postage		X		X	
5651	0100-6799	Maintenance Agreements		X		X	
5721	0100-6799	Legal Fees		X		X	
5691	0100-6799	Field Trips		X		X	

*** e.g. - Cosmetology

General Fund Unrestricted Only

Object Code	TOPS Code	Description	Helps	Hurts	Numerator	Denominator	Not Included
Capital Outlay							
6120		Site Improvement					X
6220		Buildings					X
6410		Instructional Equipment					X
6410		Non Instructional Equipment					X
Other Outgo							
7100		Debt Retirement					X
7390		Transfers to other funds					X
7400		Transfers-Categorical Matches					X
Ancillary and Auxiliary Programs							
6991		Student Development					X
7091		Foundation Salaries					X
6890		Community Outreach					X
6960		Athletic Support					X

TO: Board of Trustees

FROM: Dr. Raghu P. Mathur, Chancellor

RE: Saddleback College and Irvine Valley College: 2006-07 Release Time and/or Stipends

ACTION: Information

BACKGROUND

At the Board of Trustees meeting of July 26, 1999, the board approved "College Guidelines for Release Time and/or Stipends." The guidelines require that the colleges limit annual expenditures for release time and/or stipends to 2.4 percent of the colleges' unrestricted general fund budget for object account categories 1100, 1200, and 1300.

STATUS

Saddleback College and Irvine Valley College have compiled information from the final budgets for 2006-07. Exhibit A, Saddleback College, and Exhibit B, Irvine Valley College, represent the unrestricted budgets for object account categories 1100, 1200, and 1300, and the total expenditures for stipends and release time. As shown in Exhibit A, Saddleback College calculates the annual expenditures for release time and/or stipends to be 2.17 percent of the unrestricted general fund budget. As shown in Exhibit B, Irvine Valley College calculates the annual expenditures for release time and/or stipends to be 3 percent of the unrestricted general fund budget.

Saddleback College										
Reassigned Time and Stipend Salary Amounts - Unrestricted General Fund Only										
Reassigned Time-Position Title	2002-2003		2003-2004		2004-2005		2005-2006		2006-2007	
	Annual %	Annual Cost	Annual %	Annual Cost	Annual %	Annual cost	Annual %	Annual Cost	Annual %	Annual Cost
Academic Senate Assignments										
Academic Senate, President		\$0		\$0	20%	\$16,145	40%	\$25,992	80%	\$93,478
Academic Senate Vice President		\$0		\$0	20%	\$12,996		\$0		\$0
Academic Senate President-Elect		\$0		\$0		\$0	20%	\$22,200	20%	\$16,127
Academic Senate Secretary/Treasurer	20%	\$15,092		\$0		\$0	20%	\$15,504	20%	\$16,127
Honorary State Assignments										
VP State CTA		\$0		\$0		\$0	60%	\$49,622	60%	\$33,080
Accreditation Related Assignments										
SLO Coordinator		\$0		\$0		\$0	60%	\$38,988	60%	\$44,056
SLO Facilitator		\$0		\$0		\$0	40%	\$31,008	40%	\$32,254
SLO Facilitator		\$0		\$0		\$0	40%	\$38,989	40%	\$41,350
Program Review Chair		\$0		\$0		\$0	40%	\$35,916	40%	\$38,540
Chair, Accreditation		\$0	40%	\$30,006	20%	\$15,360		\$0		\$0
Other Assignments										
Chair, Paramedic Program	30%	\$21,774	30%	\$23,574	30%	\$23,954	30%	\$26,682	10%	\$9,521
Instructor of Record, Language Lab	20%	\$15,010		\$0		\$0		\$0		\$0
LAP Faculty Advisor	5%	\$4,019		\$0		\$0		\$0		\$0
Chair, Honors Program	20%	\$9,466	20%	\$9,824	20%	\$12,203	20%	\$12,800	20%	\$13,854
Oxford Study Abroad Program Director	10%	\$8,037		\$0		\$0		\$0		\$0
Chair, BRN Self-Study	7%	\$4,171		\$0		\$0		\$0		\$0
Coordinator, Drug and Alcohol Program		\$0		\$0		\$0	20%	\$16,540		\$0
Chair, Curriculum Committee		\$0		\$0		\$0		\$0	20%	\$17,368
Total Reassigned Time	92%	\$77,569	90%	\$63,404	70%	\$80,658	310%	\$314,241	290%	\$355,755
Full Time Equivalent (FTE)	1.12%		0.90%		1.10%		3.90%		4.10%	
Stipend - Position Title	2002-2003		2003-2004		2004-2005		2005-2006		2006-2007	
	Annual Cost		Annual Cost		Annual Cost		Annual Cost		Annual Cost	
Chair, Curriculum Committee	\$10,800		\$10,800		\$10,800		\$12,126		\$6,367	
Advisor, Lariat Newspaper	\$5,400		\$5,400		\$5,400		\$6,064		\$6,366	
Forensics Coach	\$8,100		\$7,695		\$8,100		\$9,096		\$9,550	
Chair, Faculty Development	\$5,400		\$8,100		\$6,480		\$7,447		\$6,366	
Academic Senate Vice President	\$5,400		\$5,400		\$0		\$0		\$0	
Academic Senate President	\$12,825		\$12,960		\$7,560		\$2,765		\$2,905	
Academic Senate, Past President	\$0		\$0		\$0		\$0		\$2,069	

Academic Senate, Past President		\$0		\$0		\$0		\$0		\$2,069
Faculty Advisor, ITC		\$1,350		\$0		\$0		\$0		\$0
EOPS Coordinator		\$4,500		\$0		\$0		\$0		\$0
Instructor of Record Language Lab		\$1,300		\$0		\$0		\$0		\$0
Honors Program		\$1,014		\$1,500		\$1,000		\$0		\$0
Fall In-Service Program		\$675		\$0		\$0		\$0		\$0
Academic Senate Sec./Treasurer		\$1,080		\$5,400		\$5,400		\$1,383		\$1,453
Nursing Accreditation Editor		\$1,000		\$0		\$0		\$0		\$0
Coordinator IMC Lab		\$2,500		\$2,500		\$2,500		\$2,506		\$2,500
Coordinator Tele-Ed teaching		\$2,500		\$0		\$0		\$0		\$0
Coord. High School Athletic Program		\$4,000		\$0		\$0		\$0		\$0
Accreditation		\$0		\$2,700		\$2,700		\$3,215		\$3,377
Faculty Development Coordinator		\$0		\$0		\$0		\$0		\$1,453
SOCCCDFA Negotiations		\$0		\$1,093		\$0		\$1,148		\$1,126
SOCCCDFA Negotiations		\$0		\$1,093		\$0		\$0		\$0
SLO Coordinator		\$0		\$0		\$0		\$3,215		\$0
Curriculum Chair/SLO Team		\$0		\$0		\$0		\$3,215		\$0
Program Review Chair/SLO Team		\$0		\$8,100		\$2,700		\$3,215		\$0
SLO Facilitator		\$0		\$0		\$0		\$3,215		\$0
SLO Facilitator		\$0		\$0		\$0		\$3,215		\$0
Liaison Drug Court South County		\$0		\$2,000		\$0		\$0		\$2,000
Oxford Program Coordinator		\$0		\$0		\$2,700		\$0		\$0
Asst. Nursing Dir./Special Projects		\$0		\$0		\$0		\$3,062		\$3,184
Chair, Architecture/Drafting		\$2,700		\$2,700		\$2,700		\$3,032		\$3,184
Chair, Aviation/Automotive		\$2,700		\$2,700		\$2,700		\$3,032		\$3,184
Chair, Communication Arts		\$2,700		\$2,700		\$2,700		\$3,032		\$3,184
Chair, Electronics/App Computer Tech		\$2,700		\$2,700		\$2,700		\$3,032		\$3,184
Chair, Environmental Studies/Ecology		\$4,050		\$4,050		\$4,050		\$4,548		\$4,774
Chair, Fashion/Family & Consumer Sci		\$2,700		\$2,700		\$2,700		\$3,032		\$3,184
Chair, Foods/Nutrition/Cul Arts/Hosp		\$2,700		\$2,700		\$2,700		\$3,032		\$3,184
Chair, Graphic Communications/Design		\$2,700		\$2,700		\$2,700		\$3,032		\$3,184
Chair, Horticulture/Landscape Design		\$2,700		\$2,700		\$2,700		\$3,032		\$3,184
Chair, Interior Design/Travel Mgt		\$2,700		\$2,700		\$2,700		\$3,032		\$3,184
Chair, Accounting		\$2,160		\$2,160		\$2,160		\$2,426		\$2,546
Chair, Business		\$4,320		\$4,320		\$4,320		\$4,850		\$5,094
Co-Chair, CIM		\$4,320		\$2,160		\$0		\$0		\$0
Co-Chair, CIM		\$4,320		\$2,160		\$0		\$0		\$0
Chair CIM		\$0		\$8,640		\$8,640		\$8,670		\$9,104
Chair, Real Estate		\$1,620		\$2,810		\$4,000		\$3,942		\$4,138
Coordinator IMC Lab		\$0		\$0		\$0		\$2,501		\$5,252

Chair, Relations w/Schools		\$5,400		\$5,400		\$5,400		\$6,064		\$6,366
Facilitator, Counseling		\$5,400		\$0		\$0		\$0		\$0
Chair, Art		\$5,400		\$5,400		\$5,400		\$6,064		\$6,366
Chair, Music		\$2,700		\$2,700		\$2,700		\$3,032		\$3,184
Chair, Photography		\$2,160		\$2,160		\$2,160		\$2,426		\$2,546
Chair, Speech		\$2,700		\$2,700		\$2,700		\$3,032		\$3,184
Chair, Theatre Arts		\$2,160		\$2,160		\$2,160		\$2,426		\$2,546
Chair, Physical Education		\$10,800		\$10,800		\$10,800		\$6,064		\$0
Chair, Human Services		\$5,400		\$5,400		\$5,400		\$6,064		\$6,366
Chair, Nursing Program		\$5,400		\$5,400		\$5,400		\$6,064		\$6,366
Chair, Psychiatric Tech Program		\$5,400		\$2,700		\$0		\$0		\$0
Chair, Sign Language		\$5,400		\$5,400		\$5,400		\$6,064		\$6,366
Chair, Emeritus		\$7,560		\$7,560		\$7,560		\$6,064		\$6,366
Chair, Fine Arts (Emeritus)		\$2,700		\$2,700		\$2,700		\$3,032		\$3,184
Chair, P.E. (Emeritus)		\$0		\$0		\$0		\$0		\$3,184
Chair, Medical Assistant/Phlebotomy		\$0		\$0		\$1,350		\$3,032		\$3,184
Chair, Paramedic/EMT		\$0		\$0		\$0		\$0		\$3,184
Chair, English		\$5,400		\$5,400		\$5,400		\$6,064		\$4,775
Co-Chair, English		\$0		\$0		\$0		\$0		\$2,387
Co-Chair, English		\$0		\$0		\$0		\$0		\$2,387
Chair, ESL		\$5,400		\$5,400		\$5,400		\$6,064		\$0
Co-Chair, ESL		\$0		\$0		\$0		\$0		\$3,184
Co-Chair, ESL		\$0		\$0		\$0		\$0		\$3,184
Chair, Foreign Languages		\$3,240		\$3,240		\$3,240		\$6,064		\$6,365
Chair, Humanities/Philosophy		\$2,700		\$2,700		\$2,700		\$3,032		\$3,184
Chair, Journalism		\$2,700		\$2,700		\$2,700		\$3,032		\$3,184
Co-Chair, Reading		\$2,700		\$2,700		\$2,700		\$1,516		\$1,592
Co-Chair, Reading		\$2,700		\$2,700		\$2,700		\$1,516		\$1,592
Chair, Reading		\$0		\$0		\$0		\$3,032		\$3,183
Chair, Language Lab		\$2,700		\$2,700		\$2,700		\$3,032		\$3,184
Chair, Library		\$5,400		\$5,400		\$5,400		\$6,064		\$6,366
Coordinator, English Composition		\$5,400		\$5,400		\$5,400		\$6,064		\$6,366
Reading Lab Coordinator (50%)		\$0		\$0		\$0		\$1,516		\$796
Reading Lab Coordinator (50%)		\$0		\$0		\$0		\$1,516		\$796
Reading Lab Coordinator		\$0		\$0		\$0		\$1,516		\$1,592
Chair, Astronomy/Physics		\$2,700		\$2,700		\$2,700		\$3,032		\$3,184
Chair, Biology		\$2,025		\$0		\$0		\$0		\$0
Co-Chair Biology		\$2,025		\$2,026		\$2,026		\$2,274		\$2,388
Co-Chair Biology		\$1,015		\$2,026		\$2,026		\$2,274		\$2,388
Chair, Chemistry		\$4,050		\$4,050		\$4,050		\$4,548		\$4,774

Chair, Computer Science	\$2,700	\$2,700	\$2,700	\$3,032	\$3,184
Chair, Geology/Marine Science	\$2,700	\$2,700	\$2,700	\$3,032	\$3,184
Chair, Mathematics	\$10,800	\$10,800	\$10,800	\$12,126	\$12,734
Chair, Behavioral Sciences	\$5,400	\$2,700	\$0	\$0	\$0
Chair, Social Sciences	\$5,400	\$2,700	\$0	\$0	\$0
Chair, Cross Cultural Studies	\$4,050	\$2,025	\$0	\$3,638	\$3,820
Co-Chair , Cross Cultural	\$0	\$810	\$1,620	\$0	\$0
Co-Chair , Cross Cultural	\$0	\$810	\$1,620	\$0	\$0
Chair, Human Development	\$5,400	\$2,700	\$0	\$0	\$0
Chair, Women's Studies	\$2,700	\$2,700	\$2,700	\$3,032	\$3,184
Chair, Anthropology	\$0	\$1,013	\$2,026	\$2,274	\$2,388
Chair, Sociology	\$0	\$1,013	\$2,026	\$2,274	\$2,388
Chair , Economics & Political Sci	\$0	\$2,025	\$4,050	\$4,548	\$4,774
Chair, Geography/GIS	\$0	\$1,350	\$2,700	\$3,032	\$3,184
Chair, History	\$0	\$2,025	\$4,050	\$4,548	\$4,774
Chair, Child Development	\$0	\$2,700	\$5,400	\$6,064	\$9,550
Chair, Psychology	\$0	\$2,025	\$4,050	\$4,548	\$4,774
Other Misc. Stipends	\$17,567	\$0	\$11,849	\$21,573	\$44,562
HSHS Grant Match Stipends	\$0	\$0	\$0	\$40,000	\$40,955
Total Stipend Amount	\$288,386	\$277,759	\$269,373	\$354,417	\$383,047
Reassigned Time & Stipends	\$365,955	\$341,163	\$350,031	\$668,658	\$738,802
Object Codes 1100s, 1200s, 1300s Actual Expenditures*	\$25,255,471	\$24,762,408	\$25,614,724	\$28,699,180	\$30,576,814
Reassigned Time and Stipends as % of Actual Expenditures in Object Codes 1100s, 1200s, 1300s	1.4%	1.4%	1.4%	2.3%	2.4%
*					
1100s - Regular Classroom Faculty Salaries					
1200s - Regular Non-Classroom Faculty and Academic Administrators Salaries					
1300s - Part-time, Overload and Summer Faculty Salaries					

Irvine Valley College										Exhibit B, Page 1 of 3
Reassigned Time and Stipend Salary Amounts - Unrestricted General Fund Only										
		2002-03		2003-04		2004-05		2005-06		2006-07
	Annual %	Annual Cost	Annual %	Annual Cost	Annual %	Annual Cost	Annual %	Annual Cost	Annual %	Annual Cost
Reassign Time-Position Title**										
<u>Academic Senate Assignments</u>										
President	40%	\$ 30,903	40%	\$ 35,721	40%	\$ 34,140	40%	\$ 36,635	60%	\$ 58,941
Vice President	20%	15,181	20%	12,859	0%	-	0%	-	22%	18,583
President Elect	0%	-	0%	-	0%	-	0%	-	20%	16,954
Recorder	20%	11,788	20%	12,145	20%	12,621	20%	14,178	20%	15,300
Curriculum Committee	40%	35,006	40%	35,185	0%	-	40%	35,060	60%	57,094
Academic Affairs, Chair	0%	-	0%	-	0%	-	20%	22,658	20%	21,916
<u>Honorary State-Level Assignments</u>										
FACCC	0%	-	0%	-	0%	-	0%	-	0%	-
Academic Senate	0%	-	100%	57,862	100%	67,497	37%	31,010	33%	30,354
<u>Other Assignments</u>										
SLO Facilitator ****	0%	-	0%	-	0%	-	20%	13,353	18%	20,331
Co-Chair Accreditation****	0%	-	0%	-	0%	-	0%	-	20%	19,647
Chair, Program Review	0%	-	20%	16,044	10%	8,629	20%	18,550	0%	-
Honors Program, Director	20%	13,755	20%	16,972	20%	18,195	37%	35,748	33%	34,464
Total Reassign Time	140%	\$ 106,633	260%	\$ 186,788	190%	\$ 141,082	233%	\$ 207,192	306%	\$ 293,584
Total Reassigned FTE Faculty	1.40		2.60		1.90		2.33		3.06	
Stipend - Position Title***										
<u>Academic Senate Assignments</u>										
President-Summer		-		750		2,160		-		2,905
Vice President-Summer		-		750		-		5,980		-
President Elect				-		5,400		6,064		-
Curriculum Committee		-		-		2,673		-		-
Curriculum Committee-Summer		2,910		-		-		-		1,816
Academic Affairs		4,320		2,160		4,320		-		-
<u>Other Assignments</u>										
SLO Co-Facilitator		-		-		-		6,063		6,367
SLO Co-Facilitator-Summer		\$ -		\$ -		\$ -		\$ -		\$ 3,000
Co-Chair Accreditation		2,160		2,160		-		4,244		-
Co-Chair Accreditation-Summer		-		1,966		1,966		-		3,377
Chair, Program Review		-		-		2,700		-		-

Irvine Valley College								Exhibit B, Page 2 of 3		
Reassigned Time and Stipend Salary Amounts - Unrestricted General Fund Only										
		2002-03		2003-04		2004-05		2005-06		2006-07
	Annual %	Annual Cost	Annual %	Annual Cost	Annual %	Annual Cost	Annual %	Annual Cost	Annual %	Annual Cost
Honors Program, Director		5,400		-		-		-		-
Honors Program, Director-Summer						-		-		1,453
Staff Dev. Coordinator		4,320		-		4,320		-		-
Staff Dev. Coordinator-Summer		1,620		-		-		1,453		-
Staff Diversity/Multicultural Cntr		5,400		-		-		-		-
Flex Officer		2,160		1,080		4,320		4,851		5,093
CMS Software Dvlpmnt-Summer		3,279		-		-		-		-
Coordinator, Instr. Computing-Summer		1,836		-		-		-		-
Assist Art Center-Summer		-		-		3,000		-		-
Acting Dean		-		250		-		-		-
Elephant Ear Editor		1,836		-		-		-		-
Adjustment		(7,012)		-		756		-		-
School Chairs										
Athletics		4,000		-		10,800		12,127		6,367
Business Sciences		7,542		4,860		5,400		6,063		6,367
Counseling		5,150		-		7,560		7,086		6,367
Emeritus		-		-		1,944		5,457		-
English		5,400		4,860		5,400		6,063		6,367
Fine Arts-Music		2,160		972		2,160		3,032		3,183
Fine Arts-Speech		2,160		1,944		2,160		3,032		3,183
Fine Arts-Theatre Arts		2,160		1,944		2,160		3,032		3,183
Fine Arts-Visual Arts		2,160		1,944		2,160		3,032		3,183
Health & PE		5,400		4,860		5,400		6,063		6,367
Humanities		5,400		4,860		5,400		6,063		6,367
Languages		5,400		4,860		5,400		6,063		6,367
Library		2,700		4,860		2,700		9,095		6,367
Life Sciences		5,400		4,860		5,400		6,063		6,367
Math CIS		5,400		2,430		5,400		6,063		6,367
Physical Sciences		5,400		4,860		5,400		6,547		6,367
Social Behavioral Sciences		5,400		4,860		5,400		12,126		12,733
Athletic (Summer)		-		-		3,564		3,457		3,631
Facilitators & Directors										
AOJ Facilitator		4,320		3,888		4,320		4,851		5,093
Art Gallery Facilitator		2,726		2,478		4,050		4,851		5,093
Choir Facilitator		-		-		-		2,425		2,547
Computer Cntr Facilitator-Summer		1,530		1,200		1,300		1,520		1,598

Irvine Valley College								Exhibit B, Page 3 of 3	
Reassigned Time and Stipend Salary Amounts - Unrestricted General Fund Only									
		2002-03		2003-04		2004-05		2005-06	2006-07
	Annual %	Annual Cost	Annual %	Annual Cost	Annual %	Annual Cost	Annual %	Annual Cost	Annual Cost
Computer Cntr Facilitator		8,100		3,200		8,100		7,277	7,640
Dance Facilitator		-		-		-		4,367	5,093
Forensics Director		8,100		8,370		8,100		9,095	9,550
Human Dev. Facilitator		4,320		3,888		4,320		4,851	5,093
Humanities Center Director		6,480		4,860		6,480		7,276	7,640
Learning Center Facilitator-Summer		1,853		818		1,093		-	1,235
Learning Cntr Facilitator		1,826		1,636		3,678		7,276	7,640
Life Fitness Center Director		10,800		-		-		-	-
Life Fitness Center Director-Summer		3,690		1,215		-		-	-
Math Lab Facilitator		4,320		1,944		4,320		4,851	5,043
Math Lab Facilitator-Summer		1,836		1,652		-		2,074	-
Music Production Facilitator		4,240		1,944		4,320		4,851	5,093
Theatre Production Facilitator		4,320		3,888		4,320		6,851	5,093
Total Stipends		\$ 167,922		\$ 103,071		\$ 169,824		\$ 211,537	\$ 196,592
		-		\$ -		-			
Reassign Time plus Stipends		\$ 274,555		\$ 289,859		\$ 310,906		\$ 418,729	\$ 490,176
Object Codes 1100s, 1200s, 1300s Actual Expenditures*		\$13,684,072		\$13,274,745		\$13,950,574		\$15,238,713	\$16,352,089
Reassigned Time and Stipends as % of Actual Expenditures in Object Codes 1100s, 1200s, 1300s		2.01%		2.18%		2.23%		2.75%	3.00%
* 1100s - Regular Classroom Faculty Salaries									
1200s - Regular Non-Classroom Faculty and Academic Administrators Salaries									
1300s - Part-time, Overload and Summer Faculty Salaries									
** Note: Reassigned time cost can be higher due to more senior faculty assuming these responsibilities									
*** All stipends are for Fall and Spring combined unless noted otherwise									
**** This report contains Reassigned Times and Stipends not required to be included in the 2.4% calculation in prior reports. They are non-recurring.									

TO: Board of Trustees

FROM: Dr. Raghu P. Mathur, Chancellor

RE: SOCCCD: Basic Aid Report

ACTION: Information

BACKGROUND

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

STATUS

EXHIBIT A shows actual Basic Aid receipts since the District became a Basic Aid District in 1999/2000, as well as the projects that the Board of Trustees has approved for funding with Basic Aid Funds. As of 10/22/07 Total Basic Aid Receipts of \$257.8M less Total Approved Projects in the amount of \$234.4M leaves an estimated uncommitted Basic Aid Fund balance of \$23.4M. EXHIBIT B shows actual and estimated expenditures for Basic Aid Funds through the 2007/2008 fiscal year. It should be noted that some of the approved projects are for state funded project match. Although approved, these funds will not be needed until the projects are approved by the State for funding. EXHIBIT C shows in chart form estimated cumulative receipts, Board commitments, actual expenses, and cash balances through 2007/2008.

The District estimates receipts in future years as follows:

<u>Year</u>	<u>Basic Aid Receipts</u>
2007 – 2008	\$43,490,307
2008 – 2009	\$45,934,846
2009 – 2010	\$49,392,761
2010 – 2011	\$53,091,341
2011 – 2012	\$57,044,652

**South Orange County Community College District
Board Approved Basic Aid Project Distribution
As of October 22, 2007**

	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
							Total Receipts	\$257,813,653
							Total Approved Projects	\$234,385,060
							Estimated Uncommitted Basic Aid Funds	\$23,428,593

Approved Projects	District-wide Gen. Exp.	ATEP	District Services	IVC	SC	Total
2003/04 College Retiree Benefit Liability Contribution				\$964,268	\$1,855,229	\$2,819,497
2003/04 College/District Contributions for Debt Retirement				\$527,929	\$1,015,724	\$1,543,653
2003/04 Special Trustee Election	\$453,867					\$453,867
2004/05 College Retiree Benefit Liability Contribution				\$1,046,634	\$2,008,856	\$3,055,490
2004/05 College/District Contributions for Debt Retirement			\$7,000	\$595,076	\$749,254	\$1,351,330
2004/05 Scheduled Maintenance Project				\$343,000	\$657,000	\$1,000,000
2004/05 Technology Needs for IVC, SC & District			\$665,000	\$1,413,275	\$1,470,140	\$3,548,415
2005/06 Allocation for Salary Schedule Restructure			\$354,301	\$1,422,791	\$2,467,908	\$4,245,000
2005/06 College Instructional Equipment Allocation				\$318,000	\$624,000	\$942,000
2005/06 College Retiree Benefit Liability Contribution				\$1,109,143	\$2,251,896	\$3,361,039
2006/07 College Retiree Benefit Liability Contribution				\$1,535,667	\$3,146,245	\$4,681,912
2007/08 College Retiree Benefit Liability Contribution				\$3,444,000	\$7,056,000	\$10,500,000
2005/06 College/District Contributions for Debt Retirement			\$94,000	\$604,464	\$787,254	\$1,485,718
2005/06 Scheduled Maintenance Project				\$330,000	\$670,000	\$1,000,000
2005/06 Technology Needs for IVC, SC & District			\$732,000	\$1,095,000	\$1,497,203	\$3,324,203
2006/07 Technology Needs for IVC, SC & District			\$800,000	\$1,095,000	\$2,500,000	\$4,395,000
2007/08 Technology Needs for IVC, SC & District		\$100,000	\$1,000,000	\$1,000,000	\$2,000,000	\$4,100,000
ATEP Operating Budget		\$4,553,957				\$4,553,957
ATEP Staffing, Equipment, Program Development		\$4,000,000				\$4,000,000
ATEP Renovation		\$8,160,983				\$8,160,983
ATEP Building Demolition		\$7,000,000				\$7,000,000
ATEP Hangar & Chapel Utilities		\$1,000,000				\$1,000,000
ATEP Site Development Negotiations		\$750,000				\$750,000
College Science Equipment & TV Studio Updates				\$500,000	\$500,000	\$1,000,000
College Sports Facilities				\$896,000	\$817,310	\$1,713,310
COPS Debt Retirement Contribution	\$34,400,000					\$34,400,000
IVC Business & Technology Innovation Center				\$10,182,000		\$10,182,000
IVC Design and Install Entrance from Barranca				\$730,000		\$730,000
*IVC Fine Arts Building				\$0		\$0
IVC Floor Repairs				\$62,500		\$62,500
*IVC Life Sciences Project				\$1,363,000		\$1,363,000
IVC Lot Expansion and Phase 1 of Lot 6				\$1,480,000		\$1,480,000

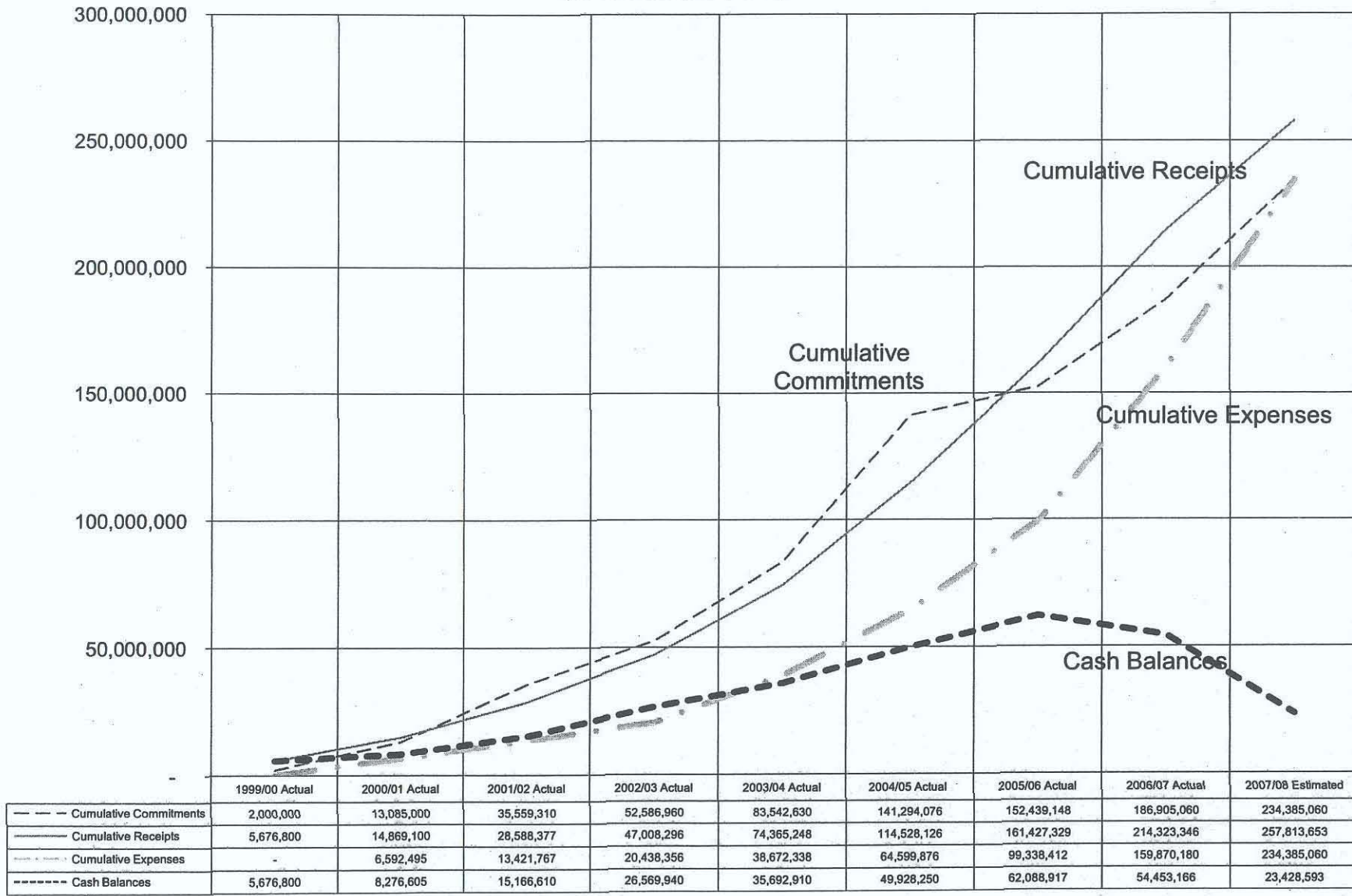
Approved Projects	District-wide Gen. Exp.	ATEP	District Services	IVC	SC	Total
IVC Maintenance and Police Facility				\$4,575,000		\$4,575,000
IVC Modular Building - AT100				\$370,000		\$370,000
IVC Performing Arts Center				\$17,180,000		\$17,180,000
IVC Utility Service Project				\$416,000		\$416,000
IVC Remove/Relocate IVC Maint., Police, Whse, & A-500 Bldgs				\$514,000		\$514,000
IVC Modular Building Replacement (CEC)				\$200,000		\$200,000
IVC Science Lab Addition & Remodel				\$5,480,000		\$5,480,000
IVC A-300 Building Remodel				\$2,481,000		\$2,481,000
SC Building Repairs Math, Science Engineering Buildings					\$2,337,000	\$2,337,000
SC Building Repairs TAS Building					\$1,956,000	\$1,956,000
**SC Building Repairs/Library Remodel					\$4,829,000	\$4,829,000
SC Demolition of Lower Campus Buildings					\$1,719,000	\$1,719,000
SC Demolition 2007/08					\$1,000,000	\$1,000,000
SC Village Remodel					\$4,130,000	\$4,130,000
SC Final Project Proposals for Library Building Remodel					\$40,000	\$40,000
SC Golf Driving Range Net Replacement					\$300,000	\$300,000
SC Health Science/District Office Building			\$7,018,220		\$8,238,780	\$15,257,000
SC Hire Consultant for Parking/Traffic Study					\$48,500	\$48,500
SC McKinney Theater Lighting and Sound Systems Upgrade					\$1,335,000	\$1,335,000
SC Mold Abatement and Air Quality Improvements					\$9,006,000	\$9,006,000
*SC Science Building (M/S/E annex)					\$2,689,300	\$2,689,300
*SC Science/Applied Science Bldg					\$14,850	\$14,850
SC Temporary Classroom Facilities					\$7,269,285	\$7,269,285
SC McKinney Theater Restroom Remodel					\$2,542,000	\$2,542,000
SOCCCD: Replace HR & Bdgt Dev Systems			\$898,000			\$898,000
SOCCCD: Student Information System Upgrade-Phase I/Phase II			\$14,102,000			\$14,102,000
SOCCCD Districtwide Telephone System	\$4,500,000					\$4,500,000
SOCCCD Fiscal and HR Systems Repl.			\$27,500			\$27,500
SOCCCD Consultant for District Educational & Facilities Master Plan	\$370,010					\$370,010
SOCCCD HR Recruitment Work Plan			\$85,911			\$85,911
SOCCCD: Marketing, Outreach and Recruitment Efforts	\$229,830					\$229,830
SOCCCD Legislative Advocacy Services - Basic Aid	\$120,000					\$120,000
SOCCCD One-time Investment in Enrollment Management	\$100,000					\$100,000
SOCCCD Early Childhood Program	\$60,000					\$60,000
Total Approved Projects	\$40,233,707	\$25,564,940	\$25,783,932	\$63,273,747	\$79,528,734	\$234,385,060

**South Orange County Community College District
Expenditure History for Approved Projects**

Project Description	Approved Amount	1999/00 Actual	2000/01 Actual	2001/02 Actual	2002/03 Actual	2003/04 Actual	2004/05 Actual	2005/06 Actual	2006/07 Actual	2007/08 Estimated	Total	Project Balance
2004/05 College Scheduled Maintenance Projects	1,000,000						381,124	272,888	345,988	-	1,000,000	-
2004/05 Technology Needs for IVC, SC, & District	3,548,415						2,394,994	1,140,549	12,872	-	3,548,415	-
2005/06 Allocation for Salary Schedule Restructure	4,245,000							4,245,000		-	4,245,000	-
2005/06 College Instructional Equipment Needs	942,000							492,000		450,000	942,000	-
2005/06 College Scheduled Maintenance Projects	1,000,000							627,312	372,688	-	1,000,000	-
2005/06 Technology Needs for IVC, SC & District	3,324,203							2,729,203	595,000	-	3,324,203	-
2006/07 Technology Needs for IVC, SC & District	4,395,000								4,395,000	-	4,395,000	-
2007/08 Technology Needs for IVC, SC & District	4,100,000									4,100,000	4,100,000	-
ATEP Operating Budget*	4,553,957						266,981	1,286,976	1,000,000	-	4,553,957	-
ATEP Staffing, Equipment, Program Development	4,000,000									4,000,000	4,000,000	-
ATEP Renovation	8,160,983					370,243	630,096	1,478,919	5,681,725	-	8,160,983	-
ATEP-Building Demolition	7,000,000									7,000,000	7,000,000	-
ATEP-Hangar & Chapel Utilities	1,000,000									1,000,000	1,000,000	-
ATEP-Site Development Negotiations	750,000									750,000	750,000	-
College/District Contributions for Debt Retirement	4,380,701					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							25,861	3,160,139	6,996,000	10,182,000	-
IVC Design and Install Entrance from Barranca	730,000							9,950	720,050	-	730,000	-
IVC Fine Arts Building	-									-	-	-
IVC Floor Repairs	62,500						57,458	882	4,160	-	62,500	-
IVC Life Sciences Project	1,363,000									1,363,000	1,363,000	-
IVC Lot Expansion and Phase 1 of Lot 6	1,480,000						1,500	222,418	1,256,082	-	1,480,000	-
IVC Maintenance and Police Facility	4,575,000						90,046	1,575,308	2,704,646	205,000	4,575,000	-
IVC Modular Building	370,000				303,790	65,666	544			-	370,000	-
IVC Performing Arts Center	17,180,000					57,850	623,625	4,235,617	12,262,908	-	17,180,000	-
IVC Science Equip & TV Studio	500,000		215,161	245,745	21,303	17,791				-	500,000	-
IVC Sports Facilities	896,000		20,671	875,329						-	896,000	-
IVC Utility Service Project	416,000							125,332	290,668	-	416,000	-
IVC Remove/Relocate IVC Maint., Police, Whse, & A-500 Bldgs	514,000							35,700	478,300	-	514,000	-
IVC Modular Bldg Replacement (CEC)	200,000								200,000	-	200,000	-
IVC Science Lab Addition & Remodel	5,480,000								4,120,000	1,360,000	5,480,000	-
IVC A-300 Bldg Remodel	2,481,000								158,900	2,322,100	2,481,000	-
Retiree Benefit Past Service Liability	5,329,628					1,129,408	1,223,940	1,346,334	1,629,946	-	5,329,628	-
Retiree Benefit Current Year Service Liability	8,588,310					1,690,089	1,831,550	2,014,705	3,051,966	-	8,588,310	-
Retiree Benefit Current Year Service Liability	10,500,000									10,500,000	10,500,000	-
SC Building Repairs - Math, Science Engineering Bldg	2,337,000						57,748			2,279,252	2,337,000	-
SC Building Repairs - TAS Building	1,956,000						26,775	97,135	832,090	1,000,000	1,956,000	-
SC Building Repairs -Library Remodel	4,829,000						37,892	-	496,000	4,295,108	4,829,000	-
SC Demolition of Lower Campus Buildings	1,719,000			11,928	430,115	523,330	15,917	737,255	455	-	1,719,000	-
SC-Demolition	1,000,000									1,000,000	1,000,000	-
SC-Village Remodel	4,130,000									4,130,000	4,130,000	-
SC Final Project Proposals for Library Building Remodel	40,000						40,000			-	40,000	-
SC Golf Driving Range Net Replacement	300,000							1,800		298,200	300,000	-
SC Health Science/District Office Building	15,257,000			29,334	1,076,099	7,151,418	6,786,700	189,994	23,455	-	15,257,000	-
SC Hire Consultant for Parking/Traffic Study	48,500						24,250	-	24,250	-	48,500	-
SC McKinney Theater Lighting and Sound Systems Upgrade	1,335,000					46,200	1,288,800			-	1,335,000	-
SC Mold Abatement and Air Quality Improvements	9,006,000							682,740	3,323,260	5,000,000	9,006,000	-
SC Science Building (M/S/E annex)	2,689,300									2,689,300	2,689,300	-
SC Science Equip & TV Studio	500,000		126,720	234,558	124,942	6,593	7,187			-	500,000	-
SC Science/Applied Science Bldg	14,850						14,850	-	-	-	14,850	-
SC Sports Facilities	817,310		229,943	432,378	60,340	50,603	26,695	17,351		-	817,310	-
SC Temporary Classroom Facilities	7,269,285						714	3,729,338	3,539,233	-	7,269,285	-
SC McKinney Theater Restroom remodel	2,542,000								168,080	2,373,920	2,542,000	-
SOCCCD: Replace HR & Bdgt Dev Systems	898,000							350,000	548,000	-	898,000	-
SOCCCD: Student Information System Upgrade-Phase I/Phase II	14,102,000								4,802,000	9,300,000	14,102,000	-
SOCCCD: Districtwide Telephone System	4,500,000					127,271	3,636,911	627,911	107,907	-	4,500,000	-
SOCCCD: Fiscal and HR Systems Repl.	27,500							27,500		-	27,500	-
SOCCCD: Hire Consultant for District Educational and Facilities M	370,010							370,010		-	370,010	-
SOCCCD: HR Recruitment Work Plan	85,911						85,911			-	85,911	-
SOCCCD: Legislative Advocacy Services - Basic Aid	120,000						24,000	27,000	26,000	43,000	120,000	-
SOCCCD: Marketing, Outreach and Recruitment Efforts	\$229,830							229,830		-	229,830	-
SOCCCD: One time Investment in Enrollment Management	100,000							100,000		-	100,000	-
SOCCCD: Early Childhood Program	60,000									60,000	60,000	-
SOCCCD: Special Trustee Election	453,867					453,867				-	453,867	-
Totals	234,385,060	-	6,592,495	6,829,272	7,016,589	18,233,982	25,927,538	34,738,536	60,531,768	74,514,880	234,385,060	-

	1999/00 Actual	2000/01 Actual	2001/02 Actual	2002/03 Actual	2003/04 Actual	2004/05 Actual	2005/06 Actual	2006/07 Actual	2007/08 Estimated
Commitments	2,000,000	11,085,000	22,474,310	17,027,650	30,955,670	57,751,446	11,145,072	34,465,912	47,480,000
Cumulative Commitments	2,000,000	13,085,000	35,559,310	52,586,960	83,542,630	141,294,076	152,439,148	186,905,060	234,385,060
Receipts	5,676,800	9,192,300	13,719,277	18,419,919	27,356,952	40,162,878	46,899,203	52,896,017	43,490,307
Cumulative Receipts	5,676,800	14,869,300	28,588,577	47,008,496	74,365,448	114,528,326	161,427,551	214,323,568	257,813,875
Cumulative Expenses	-	6,592,495	13,421,767	20,438,356	38,672,338	64,599,876	99,338,412	150,870,180	234,385,060
Cash Balances	5,676,800	8,276,805	15,166,810	26,569,940	35,692,910	49,928,250	62,089,139	64,453,388	23,428,593

South Orange County Community College District
Basic Aid Receipts, Commitments, Expenses and Cash Balances
 (As of October 22, 2007)



TO: Board of Trustees
FROM: Dr. Raghu P. Mathur, Chancellor
RE: SOCCCD: Facilities Plan Status Report
ACTION: Information

BACKGROUND

On August 30, 2004, the Board of Trustees received a list of projects under consideration for local funding and a report on the status of each project. The Board requested to be kept informed about these and other facilities projects.

STATUS

EXHIBIT A provides an up-to-date report on the status of current construction projects.

FACILITIES PLAN STATUS REPORT

October 22, 2007

SADDLEBACK COLLEGE

1. BGS BUILDING REPAIRS.

Remediation and repair work started on January 8, 2007, and is progressing according to schedule. Interior remediation is 100% completed; site and building repair work is about 80% completed. The new window system has been installed. *Several of the newly installed windows failed the initial water testing. The contractor is working with the window system manufacturer and the architect to remedy the failures and is adjusting the window system as directed. Upon completion, the windows will be water tested until certified.* The project is scheduled for completion by the end of February, 2008.

2. JAMES B. UTT LIBRARY REMODEL

The architect has completed the preliminary plans for this project and made the required submittal to the State Chancellor's Office on July 2, 2007. *The State Chancellor's Office approved the preliminary drawings and released funding for working drawings. The architects are proceeding with the development of the working drawings.* Construction is anticipated to start in September, 2008, and be completed by the end of December, 2009. The overall project budget is \$20,800,000 with a state contribution in excess of \$16,000,000 and a basic aid contribution of \$4,800,000.

3. SCIENCES BUILDING

The architect has completed the FPP which was submitted to the State Chancellor's Office on June 28, 2007, along with the 5-Year Construction Plan.

4. MCKINNEY THEATER RESTROOMS

The architect submitted plans to DSA on April 11, 2007. The plan check process will take several months. *The architect met with DSA on October 9, 2007, and submitted the back check set for final approval.* Construction is expected to start in early 2008 and be completed by the end of September, 2008.

5. REMODEL VILLAGE FOR SWING SPACE DURING LIBRARY REMODEL

On June 25, 2007, the Board approved funding in the amount of \$4,130,000 for this project. The Board also approved hiring R2A to provide architectural services for this project. *The project is in the final round of the programming phase. The architect and district representatives met with faculty, staff, and college administration a second time to validate final departmental space requirements.*

IRVINE VALLEY COLLEGE

1. PERFORMING ARTS CENTER AND PARKING LOT 5 EXTENSION.

Notices of completion *have been recorded for all prime contractors. The civil contractor and the architect have submitted change order requests that will be negotiated in October. Minor equipment orders remain. Warranty issues will continue through this year following construction completion. To date, total change orders represent 2.66% of the original contract amount.*

2. BUSINESS, SCIENCE & TECHNOLOGY

Structural steel erection continues with the final delivery shipped October 2, 2007. The steel framing contractor is making slow progress while the structural steel contractor resolves outstanding issues. The electrical and mechanical contractors are also on-site performing work in preparation for laying lightweight concrete at the second floor deck. The project was 36% complete at the end of September, 2007. Project completion is anticipated in June, 2008.

3. MAINTENANCE AND POLICE FACILITY.

Construction is progressing according to schedule. Siding and roofing are complete with electrical and plumbing contractors performing rough-in and finish work. The project was 78% complete at the end of *September, 2007*. Project completion is scheduled for October, 2007. A recommendation to approve change order requests in the amount of \$4,774.33 is being submitted to the Board at this meeting; if approved, total change orders will represent 3.50% of the original contract amount.

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

The architect submitted the completed working drawings to DSA on July 11, 2007. At this time, the architect estimates that additional \$1,360,000 will be required to complete this project. Rather than requesting additional funds now, a request will be submitted to the Board after bids are received and the exact amount of the shortfall is known. Construction is scheduled to start in March, 2008, and be completed in February, 2009.

5. A-300 REMODEL FOR MUSIC DEPARTMENT

The College and District completed review of the 100% working drawings and the architects have incorporated the comments into the final drawings. After submittal and approval of drawings by DSA, construction will follow. Construction operations may affect instructional activities in other portions of the building. Construction scheduling will be coordinated with faculty and staff. This project will be completed by December, 2008.

6. LIFE SCIENCES PROJECT

The state chancellor's office has recommended the Life Sciences building for inclusion in the 2008-09 state budget. If approved, preliminary plans for this project could start in September 2008, with a proposed construction completion of late 2011. The state estimates the total cost of this project at \$19,048,000 with \$17,488,000 from the state and \$1,560,000 from local contribution.

ATEP

1. DEVELOPMENT OF ATEP SITE.

Site development work is substantially complete. Punch list items are being addressed. *The parking lot handicap stalls are not in compliance with accessibility requirements and will be regarded in the near future to meet code.* Total change orders represent 3.03% of the original contract amount.

2. ATEP LAUNCH BUILDINGS

ATEP campus was substantially complete in time for the start of fall semester. Punch list items are being addressed. A recommendation to approve change order requests increasing the contract amount by \$725.00 is being submitted to the Board at this meeting; if approved, total change orders will represent 3.01% of the original contract amount.

TO: Board of Trustees
FROM: Dr. Raghu P. Mathur, Chancellor
RE: SOCCCD: Monthly Financial Status Report
ACTION: Information

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 September 30, 2007. A review of current revenues and expenditures for the 2007/08 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 September 30, 2007

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Difference	Beg Bal & Receipts/ Expenditures
SOURCES OF FUNDS					
BEGINNING FUND BALANCE:		25,301,766	25,301,766	0	25,301,766
REVENUES:					
Federal Sources	8100-8199	\$ 2,152,459	2,152,459	0	47,076
Other State Sources	8600-8699	22,642,839	22,642,839	0	6,573,600
Other Local Sources	8800-8899	163,009,737	163,009,737	0	19,432,151
Total Revenue		187,805,035	187,805,035	0	26,052,827
BASIC AID		450,000	450,000	0	0
INCOMING TRANSFERS	8980-8989	241,003	241,003	0	0
TOTAL SOURCES OF FUNDS		213,797,804	213,797,804	0	51,354,593
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries	1000-1999	61,262,240	61,217,226	(45,014)	12,313,866
Other Staff Salaries	2000-2999	37,432,855	37,371,252	(61,603)	5,408,169
Employee Benefits	3000-3999	33,439,065	33,449,286	10,221	6,182,284
Supplies & Materials	4000-4999	5,182,680	5,075,565	(107,115)	618,996
Services & Other Operating	5000-5999	18,718,039	18,846,138	128,099	3,822,761
Capital Outlay	6000-6999	12,176,943	12,242,357	65,414	1,543,379
Payments to Students	7500-7699	439,231	449,229	9,998	4,751
Total Expenditures		168,651,053	168,651,053	0	29,894,206
OTHER FINANCING USES:					
Inter Fund Transfers Out	7300-7399	1,975,080	1,975,080	0	0
Basic Aid Transfers Out		32,403,771	32,403,771	0	0
Intra Fund Transfers Out	7400-7499	241,003	241,003	0	0
Debt Service	7100-7199	395,000	395,000	0	151,936
Total Other Sources (Uses)		35,014,854	35,014,854	0	151,936
TOTAL USES OF FUNDS		203,665,907	203,665,907	0	30,046,142
ENDING FUND BALANCE		10,131,897	10,131,897	0	21,308,451
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 September 30, 2007

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Difference	Beg Bal & Receipts/ Expenditures
SOURCES OF FUNDS					
LOCATION BEGINNING BALANCE		9,619,852	9,619,852	0	9,619,852
REVENUES:					
Unrestricted Budget Allocation		\$ 74,660,580	74,660,580	0	8,656,213
Restricted Budget Allocation		11,680,073	11,680,073	0	4,253,633
Total Revenue		86,340,653	86,340,653	0	12,909,846
BASIC AID		300,000	300,000	0	0
INCOMING TRANSFERS	8980-8989	161,003	161,003	0	0
TOTAL SOURCES OF FUNDS		96,421,508	96,421,508	0	22,529,698
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries	1000-1999	37,856,035	37,806,771	(49,264)	7,437,937
Other Staff Salaries	2000-2999	19,821,291	19,770,218	(51,073)	2,842,246
Employee Benefits	3000-3999	16,537,759	16,547,980	10,221	3,565,051
Supplies & Materials	4000-4999	3,653,224	3,556,973	(96,251)	424,934
Services & Other Operating	5000-5999	8,368,799	8,503,035	134,236	1,300,387
Capital Outlay	6000-6999	7,382,139	7,424,272	42,133	1,120,414
Payments to Students	7500-7699	141,258	151,256	9,998	1,751
Total Expenditures		93,760,505	93,760,505	0	16,692,720
OTHER FINANCING SOURCES/(USES):					
Transfers Out	7300-7399	1,500,000	1,500,000	0	0
Other Transfers	7400-7499	161,003	161,003	0	0
Debt Service	7100-7199	0	0	0	0
Total Other Sources (Uses)		1,661,003	1,661,003	0	0
TOTAL USES OF FUNDS		95,421,508	95,421,508	0	16,692,720
LOCATION OPERATING BALANCE		1,000,000	1,000,000	0	5,836,978
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 September 30, 2007

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Difference	Beg Bal & Receipts/ Expenditures
SOURCES OF FUNDS					
LOCATION BEGINNING BALANCE		2,823,009	2,823,009	0	2,823,009
REVENUES:					
Unrestricted Budget Allocation		\$ 38,662,628	38,662,628	0	4,761,667
Restricted Budget Allocation		4,980,580	4,980,580	0	1,807,604
Total Revenue		43,643,208	43,643,208	0	6,569,271
BASIC AID		150,000	150,000	0	0
INCOMING TRANSFERS	8980-8989	80,000	80,000	0	0
TOTAL SOURCES OF FUNDS		46,696,217	46,696,217	0	9,392,280
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries	1000-1999	19,157,529	19,161,779	4,250	4,486,977
Other Staff Salaries	2000-2999	10,857,955	10,847,425	(10,530)	1,575,029
Employee Benefits	3000-3999	8,612,151	8,612,151	0	1,954,808
Supplies & Materials	4000-4999	1,102,733	1,097,993	(4,740)	159,804
Services & Other Operating	5000-5999	2,992,876	2,993,555	679	677,554
Capital Outlay	6000-6999	2,608,118	2,618,459	10,341	355,326
Payments to Students	7500-7699	297,473	297,473	0	3,001
Total Expenditures		45,628,835	45,628,835	0	9,212,499
OTHER FINANCING SOURCES/(USES):					
Transfers Out	7300-7399	242,382	242,382	0	0
Other Transfers	7400-7499	80,000	80,000	0	0
Debt Service	7100-7199	395,000	395,000	0	48,325
Total Other Sources (Uses)		717,382	717,382	0	48,325
TOTAL USES OF FUNDS		46,346,217	46,346,217	0	9,260,824
LOCATION OPERATING BALANCE		350,000	350,000	0	131,456
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: SOCCCD: List of Board Requested Reports
ACTION: Information

BACKGROUND

At the June 21, 2005 board meeting, members of the Board of Trustees requested a listing of reports requested by the board for the past six months. The listing is to include: date report is requested by the board, report topic, name of trustee requesting report, requested due date, person responsible for preparing the report and the date the report is scheduled to be submitted to the board for their review. At the July 19, 2005 board meeting, it is requested that this six-month report be a standing item on every board agenda, with old information dropped off and new requests added.

STATUS

The Board report listing (EXHIBIT A) for the past six months is coordinated and prepared by the Office of the Deputy Chancellor.

This report is intended to answer the questions of the South Orange County Community College District Board of Trustees. In the event, additional information would be useful or desired by the board, supplemental information will be provided.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
LISTING OF BOARD REPORTS REQUESTED**

Date Report Requested	Report Topic	Board Member Requesting Report	Report Due Date	Report Prepared By:	Date Submitted to the Board of Trustees
5-21-07	College & ATEP Energy Conservation Measures and Sustainability	Trustee Lang	7-23-07	Richard McCullough Glenn Roquemore Robert Kopecky	7-23-07
5-21-07	List of Employee compensation with Wages Over \$90,000 During 2006-2007 Academic Year	Trustee Fuentes	7-23-07	Gary Poertner	7-23-07
4-23-07	Courses and Programs Offered at ATEP	Trustee Padberg	5-21-07	Robert Kopecky	5-21-07
4-23-07	Feasibility of Offering a BSN degree at Saddleback College's Nursing Program	Trustee Padberg Trustee Williams	5-21-07	Richard McCullough	5-21-07
3-26-07	Cost of Upgrade of Stadium at Saddleback College and Development of a New Stadium at Irvine Valley College	Trustee Padberg	4-23-07	Gary Poertner	4-23-07
11/20/06	Returning Veterans to Saddleback College and Irvine Valley College	Trustee Fuentes	1-16-07	Richard McCullough Glenn Roquemore	1-16-07
10/30/06	Funding of Lariat	Trustee Milchiker	11-20-06	Richard McCullough	11-20-06

TO: Board of Trustees

FROM: Dr. Raghu P. Mathur, Chancellor

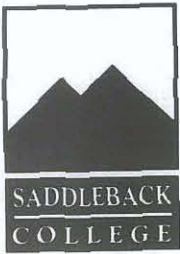
RE: Written Reports

ACTION: None

Written Reports

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

President, Saddleback College
President, Irvine Valley College
Provost, ATEP
Associated Student Government of SC
Associated Students of IVC
Saddleback College Academic Senate
Irvine Valley College Academic Senate
Faculty Association
California School Employees Association
Saddleback College Classified Senate
Irvine Valley College Classified Senate
District Services Classified Senate
Police Officers' Association



MEMORANDUM

TO: Members of the Board of Trustees
Dr. Raghu P. Mathur, Chancellor

FROM: Dr. Richard D. McCullough, President

SUBJECT: REPORT FOR OCTOBER 22, 2007 BOARD OF TRUSTEES' MEETING

Division of Health Sciences, Human Services and Emeritus Institute

Emeritus Institute "Fine and Decorative Arts Show" is being held at the Saddleback College Library, October 5 thru November 30. An Opening Reception was hosted by "The Friends of the Library" on October 9.

Kathleen Winston met with **Memorial Care Foundation** to explore a future partnership for nursing expansion at ATEP and also met with prospective laboratory partners for a new Medical Laboratory Technician program under consideration.

The 17th **Annual Red Ribbon Criminal Justice and Substance Abuse Career Fair** will be held on October 24th at Saddleback College. Approximately 60 agencies in the fields of corrections, substance abuse treatment and education, victim and family services and related Human Services Programs were there to provide information on available resources and career opportunities. Some of the attendees this year included the FBI, Los Angeles Sheriff's Department, San Diego Police Department, California Highway Patrol, CSP, Teen Challenge, Serving People in Need (SPIN), US Army & Marines, US Department of Defense and many alcohol treatment and recovery facilities in this area.

A "Red Ribbon" became the symbol for the emphasis on drug prevention and the programs that embrace that idea when DEA agent Enrique Camarena was murdered by drug traffickers in 1986. The Human Services Programs and Associated Student Government co-sponsored Red Ribbon and also will provide a barbeque for everyone.

The **Paramedic Class** finished their fieldwork and took the National Registry testing on Oct. 21, and will graduate on Oct. 30.

There were 373 nursing applications accepted by counseling during the application period of September 4-17th for Spring 2008 semester. The **nursing program** will invite 55-60 new students for the first semester of the program. Students invited into the program must pass a test of essential and academic skills before entering, which will be given in late October.

Advanced Technology and Applied Science

Environmental Studies Faculty and students participated in San Clemente's "Character Counts Faire". The theme this year was environmental responsibility so it was great to show our commitment to the environment and to the community.

Presentations, Outreach and Tours: During the month of September we have made contact with our local high school automotive programs to inform them of the Kia vehicle donation. Each school was very receptive and excited that Kia was able and willing to donate new vehicles to their program.

Thursday and Friday, November 15 and 16 have been selected as the dates for the **Fall Plant Sale**.

Fall semester was off to a great start for the **Cosmetology** classes. We are totally filled to capacity at both schools and taking names for the next classes that will start the first of November.

For the 3rd straight year, **KSBR** was honored with a Radio and Records Industry Achievement Award. The station was one of the nominees for Smooth Jazz Station of the Year in a small market. The nominees are chosen by other radio stations and members of the recording industry. KSBR has completed its 4-year project to replace its 25+ year old transmitter, tower, and antenna. The project was paid for entirely with station fund raising events and a federal grant. KSBR broadcast live from the "Taste of the Lake" jazz festival at Lake Mission Viejo and from the Huntington Beach Smooth Jazz Festival. The station held its First Annual Morning Breeze Schmooze benefit at the Ocean Institute. The event showcased musicians featured on KSBR's Saturday/Sunday morning Morning Breeze world music program.

Student Services

The Saddleback College **Child Development Center** hosted an annual Open House on Thursday, October 11th from 6:30 – 7:30 p.m. Many children and their families were in attendance.

The Associated Student Government (**ASG**) and the American Red Cross sponsored a successful Blood Drive on Tuesday, September 25, 2007. ASG surpassed its quota by collecting over 70 units of blood.

ASG and the Saddleback College Cafeteria sponsored the 2nd Annual Hot Dog Eating contest on Thursday, October 4, 2007. We had a variety of student and staff teams participate, from the Football team, Women's Basketball, Theater Arts staff, PTK Honor Society, ASG student leaders and Philosophy Club. The winning team was the Filmmakers Club eating 21 hot dogs in 7 minutes. Students and staff had lots at this Campus Spirit event!

Over 70 students, staff and faculty participated in the Campus Cleanup event on Friday, October 12, 2007 sponsored by **ASG** and Campus Environment committee.

Federal Work Study students at Saddleback College are using, for the first time, The Gaucho Job site at www.saddleback.edu/ss/ccld located at The Center for Career and Life Development for the selection of jobs located on-campus. This new service was setup this fall semester with the help and coordination of Eric Hilden, Career Placement Officer.

The Student Financial Assistance Office at Saddleback College celebrated Constitution Day on September 17th by linking students to www.constitutionfacts.com to take an interesting facts quiz to find out what their Constitution I.Q. was or to learn more about our extraordinary Constitution. The Student Financial Assistance Office also had booklets available to hand out entitled, "The U.S. Constitution and Fascinating Facts About It".

Mike Sauter, Alternate Media Specialist, **Special Services Department**, represented Saddleback College at the First Annual Disability Awareness & Resource Fair sponsored by the City of Laguna Hills and the Saddleback Valley Unified School District. The well-attended event was held at the Laguna Hills Community Center on October 3. This was a valuable outreach opportunity to highlight educational and student services programs available at Saddleback College.

Professor Diane Crary, Learning Disabilities Specialist (**Special Services Department**), and Professor Larry Perez, Mathematics, were invited speakers at the annual convention of the California Association for Postsecondary Education and Disability on October 22. The title of their presentation was "Best Practices for Overcoming Math Challenges." Professors Crary and Perez have worked collaboratively for several years to make math success more feasible for students with learning disabilities. The focus of this presentation was assisting students meet the math requirements to transfer to bachelor-level colleges. Their presentation was well received and attended by Learning Disabilities Specialists from throughout the state.

The Center for Career and Life Development now offers a virtual interviewing program called "The Perfect Interview" where students can develop their interviewing skills 24/7



IRVINE VALLEY COLLEGE

OFFICE OF THE PRESIDENT

TO: Chancellor Raghu P. Mathur and Members of the Board of Trustees

FROM: Glenn R. Roquemore, President *JRR*

DATE: October 11, 2007

SUBJECT: **President's Report for the October 22 Board of Trustees Meeting**

IVC Foundation Tees Off for Students

The IVC Foundation held its 12th annual golf tournament sponsored by AT&T on October 15 to raise money for scholarships and services for deserving students. Players teed off at Monarch Beach Golf Links in Dana Point. Wing Lam, founder of Wahoo's Fish Taco, served as this year's honorary tournament chairman. This year's honorary committee also included Steve Churm, Churm Media and Sean Joyce, Irvine City Manager, and IVC Alumnus of the Year.

IVC Students Receive Scholarships

Two Irvine Valley College students each received \$1,000 scholarships from Grainger. Both scholarship recipients, Chakapol Chandsawangbhuwan and Dhanalaxmi Ganji, are Irvine residents who are studying electronic technology at IVC. The scholarships were presented at Grainger's store located at 2 Doppler in the Irvine Spectrum. Grainger is a local supplier of facilities maintenance products with five locations in Orange County, and has served businesses throughout Southern California for more than 70 years.

Computer Safety Courses Offered

On October 3, IVC offered a free public seminar, "How to Protect You and Your Computer from Attacks," focusing on hijack attacks, fraud attacks, securing windows, wireless security, identity theft, and worms & viruses. The seminar was designed to highlight the college's new course CIM 270.1, "Fundamentals of Computer Security for Home Users." This new two unit online class will be offered beginning October 17 through December 16. This class will teach students how to protect their computers from attacks. It will also cover identity theft, wireless security for laptops, fraud attacks, phishing, and spam.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES: Thomas A. Fuentes, William O. Jay, David B. Lang, Marcia Milchiker, Nancy M. Padberg, Donald P. Wagner, John S. Williams
Raghu P. Mathur, Ed.D., Chancellor; Glenn R. Roquemore, Ph.D., President, Irvine Valley College

An Equal Opportunity Employer

HOTS (Hands on the Sun) Event Held at IVC

On Saturday, October 6, from 11 a.m. to 3 p.m., IVC offered amateur solar observers the opportunity to enjoy and participate in unique hands-on interactive activities and presentations. The daylong event sponsored jointly by IVC and Meade Instruments featured guest speakers, telescope viewing, exhibits, hands-on activities with IVC students, and music in the B200-300 quad of the campus.

Anthony J. Sully Memorial Scholarship Awarded

The IVC Foundation awarded the Anthony J. Sully Memorial Scholarship to Rosaura Donobarros. The presentation was made by Irvine resident Dorothy Sully, who established the scholarship in memory of her late husband. Donobarros received \$650. This scholarship is now in its second year of being awarded to a student who plans to transfer to a four-year university and who has financial need. Donobarros, a resident of Tustin, is a single parent with an eight-year-old daughter. She graduated from Irvine Valley College last May and is continuing her education at Cal State Long Beach.

IVC Performing Arts Center Debuts

The curtain will go up October 30 on the \$32 million IVC Performing Arts Center, when the college hosts a gala and dedication ceremony to officially mark the grand opening of the venue. Members of the South Orange County Community College Board of Trustees, the IVC community, and the public have been invited for a reception, dedication, musical program, and an open house.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT


BOARD OF TRUSTEES: Thomas A. Fuentes, William O. Jay, David B. Lang, Marcia Milchiker, Nancy M. Padberg, Donald P. Wagner, John S. Williams
Raghu P. Mathur, Ed.D., Chancellor; Glenn R. Roquemore, Ph.D., President, Irvine Valley College

An Equal Opportunity Employer



MEMORANDUM

To: Dr. Raghu P. Mathur, Chancellor;
Members of the Board of Trustees

From: Dr. Robert J. Kopecky, Provost 

Date: October 9, 2007

Re: **PROVOST REPORT** – October 22, 2007 Board of Trustees Meeting

ATEP Campus Update

A final punchlist of construction items is being completed at ATEP in preparation for the upcoming dedication event. Provost Kopecky is working with the City of Tustin to streamline access and expand parking.

ATEP Partnership Update

Negotiations and progress continue with Camelot Entertainment, California State University, Fullerton, Chapman University and Young Americans. Provost Kopecky and Deputy Chancellor Poertner presented two development/density plans from Camelot Entertainment to the City of Tustin.

Outreach, Marketing and Public Relations Efforts

The printed schedule has been designed and sent to the printer for inclusion inside both Saddleback and IVC schedules for spring semester. ATEP will have 52 classes for the spring semester.

Planning continues for the dedication event for October 19.

Director Fluegeman and Michael Martinez, webmaster, attended a seminar on MySpace, Facebook and other e-marketing and social networking campaigns being used by competitors.

Time Warner TV filmed a segment at ATEP featuring students in the design modeling making & prototyping and optics & photonic labs. The piece should air in the next 1-2 weeks.

Public service announcements continue to be sent weekly to Irvine World News, Tustin News and the Tustin Chamber newsletter which is distributed to many Tustin area businesses.

Student Services and Instruction

Dean Peterson has finalized the schedule of course offerings for spring 08 and continues to work with Saddleback and IVC to streamline processes for the virtual library, admissions, and other student services. She is also assisting in some grant efforts at IVC.