

MINUTES OF THE BOARD OF TRUSTEES
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
November 16, 2004
ROOM 105, LIBRARY BUILDING, SADDLEBACK COLLEGE

The open session of the regular meeting of the Board of Trustees was called to order by President Wagner at 5:00 p.m. CALL TO ORDER

The open session was recessed to closed session and the board reconvened open session at 9:12 p.m. RECESS/RECONVENE

Members of the Board of Trustees:

PRESENT

Donald Wagner, President
Nancy Padberg, Vice President
Thomas Fuentes, Clerk
Bill Jay, Member
Dave Lang, Member
Marcia Milchiker, Member
John Williams, Member
Brittany Poulton, Student Member

Administrative Officers:

Raghu Mathur, Chancellor
Gary Poertner, Deputy Chancellor
Tom Anderson, Vice Chancellor, Educational Services
Rich McCullough, President, Saddleback College
Glenn Roquemore, President, Irvine Valley College
Bob Kopecky, Provost, Advanced Tech. and Education Park

Faculty Association: Lewis Long

Academic Senate: Carmen Dominguez, Wendy Gabriella

CSEA: Mary Williams

Classified Senates: Beep Colclough

Associated Student Government: Rachel Hipolite

Police Officers Association: No representation

On a 4 to 3 vote, the board voted to non-renew the current contract with Dr. Raghu Mathur and directed new board leadership to explore developing a new Chancellor's contract acceptable to the board.

ACTIONS TAKEN IN
CLOSED SESSION

On a 7 to 0 vote, the board renewed the contracts of Deputy Chancellor Gary Poertner, Vice Chancellor Tom Anderson, President Glenn Roquemore, and Director Allan MacDougall.

Motion to extend the meeting until 11:00 p.m. was unanimously approved.

TIME EXTENSION

Trustees Jay, Lang, Fuentes, Padberg, Wagner, Milchiker, Williams, Poulton, and Chancellor Mathur gave reports. Trustees Padberg, Lang, Milchiker, and Wagner requested staff reports.

#1A/B, BOARD/CHANCELLOR REPORTS

Items 5, 7, 9, 10, 11, 12, 18, and 19 were removed from the Consent Calendar for separate discussion/action. Unanimously approved. (Please see the listing of approved consent calendar items that is attached to these minutes.)

#S 2-27, CONSENT CALENDAR

Item tabled with Trustee Lang abstaining.

#5, SC COMMUNITY EDUCATION SPRING 2005

Unanimously approved.

#7, SC GUEST SPKR. HONORARIA

Motion to refer the item back to the president for more information and bring it back to the January meeting was unanimously approved.

#9, SC STUDY ABROAD-VIETNAM AND CAMBODIA

Unanimously approved.

#10, SC CONSULTANT FOR NSF GRANT (WILLIS)

Unanimously approved.

#11, SC CONSULTANT FOR NSF GRANT (ARNOT)

Unanimously approved.

#12, SC AMENDMENT TO AGREEMENT FOR INTERPRETER SVCS.

Unanimously approved.

#18, LICENSE RENEWAL WITH BLACKBOARD COURSE MGMNT.

Unanimously approved.

#19, SERVICE FEE RENEWAL WITH PEOPLEADMIN, INC.

Information was provided to the board on SOCCCD Locally Funded Projects Progress; Monthly Financial Status; Contracts Under \$5,000; Telecommunications and Network Security Manager Position; Domestic Partner Benefit Coverage; and Academic Year 2005-06 Nonresident Tuition Fees.

#S 28-33, INFORMATION ITEMS

Unanimously approved.

#34, ACADEMIC ACTIONS

Unanimously approved.

#35, CLASSIFIED ACTIONS

Unanimously approved.

#36, SC COMPUTER PURCHASE

Unanimously approved.

#37, IBM STORAGE AREA NETWO
PURCHASE - AGILYSYS, INC.

Accepted for review and study. Vice Chancellor Anderson indicated that Board Policy 4117 actually ends after the first paragraph and the rest of the language will be in the associated Administrative Regulation. Trustee Lang asked that all the policies in this item be brought back in December for review and study again rather than for approval and the board accepted his request.

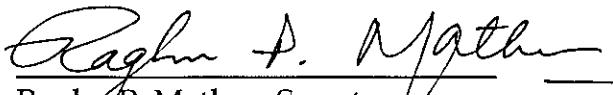
#38, MISC. BOARD POLICIES,
4000 SERIES

Presidents Roquemore and McCullough, Professor Long, Ms. Colclough, and Dr. Kopecky gave reports.

#39, REPORTS

The meeting was recessed to closed session at 11:00 p.m. to closed session.

ADJOURNMENT


Raghu P. Mathur, Secretary

ITEMS APPROVED BY CONSENT CALENDAR
AT THE 11/16/04 BOARD MEETING

Items 5, 7, 9, 10, 11, 12, 18, and 19 were removed from the Consent Calendar for separate discussion/action. The following items were approved by vote on the Consent Calendar:

APPROVAL OF CONSENT CALENDAR ITEMS

All matters on the consent calendar are to be approved in one motion unless a board member requests separate action on a specific item.

2. MINUTES OF PREVIOUS MEETINGS
Regular meeting of October 26, 2004.
3. IRVINE VALLEY COLLEGE: CAMPUS CONCERTS
CONTRACT
Contract with Pat Maki, Campus Concerts, to provide musicians and soloists for a performance on November 13, 2004, for the amount of \$5,400.
4. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION
Courses, presenters, and compensation for Spring 2005.
6. SADDLEBACK COLLEGE: SPECIAL TOPICS COURSE
Architecture 289 course/ field trip titled Design in Arizona, Riverside, and Palm Springs.
8. SADDLEBACK COLLEGE: THEATER EQUIPMENT
UPGRADE, PKG. A, CHANGE ORDER
Change Order 2 increasing the contract with LVH Entertainment Systems by \$75,931.
13. SADDLEBACK COLLEGE: AMENDMENT TO
CONSULTANT AGREEMENT
Amendment to agreement with Quick Caption to act as a referral source for real time captioning services provided as needed for \$10,140.

14. SADDLEBACK COLLEGE: WOMEN'S CONFERENCE
HONORARIA
Honoraria in the amount of \$500 for Dr. Abi Blakeslee's presentation at the Women's Conference on March 4, 2005.
15. SOCCCD: CONSULTANT AGREEMENT
Agreement with Public Economics to provide Redevelopment Consultant Services for the Great Park Project at a cost of \$10,000.
16. SOCCCD: NOTICE OF COMPLETION
Filing of Notices for Pkgs. J, L, O, S, T, W and BB for the Health Sci./District Ofcs. Bldg. project.
17. SOCCCD: CHANGE ORDERS
Approval of COR's 69, 70, 71, 72, 75, 76, and 77 for the Health Sci./District Ofcs. Bldg. project decreasing the project cost by \$6,186.
20. SOCCCD: CHANGE ORDER
Change Order 3 requesting a time extension by GMF Sound to complete the audio visual system installation in the Health Sci./District Ofcs. Bldg.
21. SOCCCD: AMENDMENT TO AGREEMENT
Amendment to modify the scope for services for management of audio visual installation in the Health Sci./District Ofcs. Bldg. increasing the contract with TV Magic, Inc., by \$41,110.
22. TRANSFER OF BUDGET APPROPRIATIONS
Budget transfers as delineated.
23. BUDGET AMENDMENT: 2004-05 RESTRICTED
GENERAL
Adoption of Resolution 04-32 to amend the 2004-05 Adopted Budget.
24. PURCHASE ORDERS/CONFIRMING REQUISITIONS
Purchase orders 01616 through 01811 totaling \$2,241,586.40, and confirming requisitions dated 10/9/04 through 10/29/04 totaling \$137,372.61.

25. PAYMENT OF BILLS
Checks 0033292 through 034055 totaling \$3,904,105.61;
Saddleback College Community Education checks 8010
though 8033 totaling \$35,292.79.
26. GIFTS TO THE DISTRICT AND FOUNDATIONS
Acceptance of various donated items.
27. TRUSTEES' REQUESTS FOR TRAVEL AND/OR LOCAL
MILEAGE REIMBURSEMENT
Requests to attend upcoming conferences and events
and/or local mileage reimbursement.

MEETING OF THE BOARD OF TRUSTEES

TUESDAY, NOVEMBER 16, 2004

ROOM 105, LIBRARY BUILDING, SADDLEBACK COLLEGE
28000 MARGUERITE PARKWAY, MISSION VIEJO, CALIFORNIA 92692

CALL TO ORDER (FOLLOWED BY PUBLIC COMMENTS/CLOSED SESSION): 5:00 P.M.
RECONVENE OPEN SESSION: 7:00 P.M.

AGENDA

CALL TO ORDER: 5:00 P.M.

PUBLIC COMMENTS

Members of the public may address the board on items listed below 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 Performance Evaluation and Appointment
 - a. Chancellor
 - b. Deputy Chancellor
 - c. Vice Chancellor, Educational Services
 - d. Vice President, Student Services, SC
 - e. Dean, Counseling Services and Special Programs, SC
 - f. Dean, Business Sciences, Workforce, and Economic Dev., SC
 - g. Dean, Social and Behavioral Sciences, SC
 - h. Dean, Advanced Technology and Applied Science, SC
 - i. Dean, Liberal Arts and Learning Resources, SC
 - j. Dean, Mathematics, Science and Engineering, SC
 - k. Dean, Fine Arts, Physical Ed., and Athletics, SC
 - l. Dean, Health Sci., Human Services, and Emeritus Institute, SC
 - m. Asst. Dean, Athletic Director, SC
 - n. Asst. Dean, Health Sci., Human Services, and Emeritus Institute, SC
 - o. President, IVC
 - p. Vice President, Instruction, IVC
 - q. Dean, Business and Social Sciences, IVC

- r. Dean, Advanced Technology, IVC
 - s. Director, Center for Applied and Competitive Tech., IVC
 - t. Director, Information Technology, District
 - 2. Public Employee Employment/Evaluation of Performance
 - a. Dean, SC
 - b. Police Officer, IVC
 - 3. Public Employee Discipline/Dismissal/Release (10)
- B. Conference with Labor Negotiators (GC 54957.6):
- 1. Negotiators - Dr. Raghu Mathur; SOCCCD Faculty Association
 - 2. Negotiators - Dr. Raghu Mathur; SOCCCD Police Officers Association
 - 3. Negotiators - Dr. Raghu Mathur; Unrepresented Employees - All Classified Leadership Positions
 - 4. Negotiators - President of the Board or President's Designee; Unrepresented Employee - Chancellor
- C. Conference with Legal Counsel (GC 54956.9)
- 1. Pending Litigation (GC 54956.9[a]) -
 - a. Mora v. Mathur
 - b. Franzoni v. SOCCCD
 - c. CSEA, et al., v. SOCCCD Board of Trustees
 - d. IVC Academic Senate, etc., et al., v. SOCCCD Board of Trustees
 - e. Faculty Association v. SOCCCD, Unfair Practice Charge No. LA-CE-4514-E
 - f. Carl v. SOCCCD
 - g. Merryman v. SOCCCD
 - h. Gensler v. SOCCCD
 - 2. Significant Exposure to Litigation (GC 54956.9[b][1] and [3][A]) - Four Potential Cases
 - 3. Initiation of Litigation (GC 54956.9[c]) - Three New Cases

RECONVENE OPEN SESSION: 7:00 P.M.

ACTIONS TAKEN IN CLOSED SESSION

INVOCATION

Led by Trustee Williams

PLEDGE OF ALLEGIANCE

Led by Trustee Lang

RESOLUTIONS/PRESENTATIONS/INTRODUCTIONS

IVC 2004 Badminton State Champions

PUBLIC COMMENTS

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

BOARD AND CHANCELLOR'S REPORTS/BOARD REQUESTS FOR REPORTS

Section 54954.2(a) of the Ralph M. Brown Act states that "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda."

Speakers are limited to two minutes each.

1. BOARD/CHANCELLOR'S REPORTS/REQUESTS FOR REPORTS
 - a. BOARD REPORTS
 - b. CHANCELLOR'S REPORT
 - c. BOARD REQUESTS FOR STAFF REPORTS

APPROVAL OF CONSENT CALENDAR ITEMS (Items 2 through 27)

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2. MINUTES OF PREVIOUS MEETINGS
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Contract with Pat Maki, Campus Concerts, to provide musicians and soloists for a performance on November 13, 2004, for the amount of \$5,400.

4. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION Courses, presenters, and compensation for Spring 2005.
5. SADDLEBACK COLLEGE: COMMUNITY EDUCATION Courses, presenters, and compensation for Spring 2005.
6. SADDLEBACK COLLEGE: SPECIAL TOPICS COURSE Architecture 289 course/field trip titled Design in Arizona, Riverside, and Palm Springs.
7. SADDLEBACK COLLEGE: GUEST SPEAKER HONORARIA Honoraria in the total amount of \$1,500 for Spring 2005 Semester Distinguished Lecture Series guest speakers.
8. SADDLEBACK COLLEGE: THEATER EQUIPMENT UPGRADE, PKG. A, CHANGE ORDER Change Order 2 increasing the contract with LVH Entertainment Systems by \$75,931.
9. SADDLEBACK COLLEGE: STUDY ABROAD PROGRAM Study abroad in Vietnam and Cambodia for Summer 2005.
10. SADDLEBACK COLLEGE: CONSULTANT AGREEMENT Agreement with Charles Willis to provide documentation for course syllabi and resource information for the NSF grant for an amount not to exceed \$11,000.
11. SADDLEBACK COLLEGE: CONSULTANT AGREEMENT Agreement with James Arnott to provide documentation for course syllabi and resource information for the NSF grant for an amount not to exceed \$11,000.
12. SADDLEBACK COLLEGE: AMENDMENT TO CONSULTANT AGREEMENT Amendment to agreement with DEAFinitely Professional Interpreting Services to act a referral source for interpreter services provided as needed for \$26,080.
13. SADDLEBACK COLLEGE: AMENDMENT TO CONSULTANT AGREEMENT Amendment to agreement with Quick Caption to act as a referral source for real time captioning services provided as needed for \$10,140.

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17. SOCCCD: CHANGE ORDERS
Approval of COR's 69, 70, 71, 72, 75, 76, and 77 for the Health Sci./District Ofcs. Bldg. project decreasing the project cost by \$6,186.
18. SOCCCD: COURSE MANAGEMENT/DISTANCE
EDUCATION SOFTWARE UPGRADE
Contract with the Community College Foundation for annual Blackboard Course Management System license renewal for \$104,500.
19. SOCCCD: AGREEMENT RENEWAL
Approval of the annual renewal service fee with PeopleAdmin, Inc., who provides software systems to automate the recruitment process, for \$23,500.
20. SOCCCD: CHANGE ORDER
Change Order 3 requesting a time extension by GMF Sound to complete the audio visual system installation in the Health Sci./District Ofcs. Bldg.
21. SOCCCD: AMENDMENT TO AGREEMENT
Amendment to modify the scope for services for management of audio visual installation in the Health Sci./District Ofcs. Bldg. increasing the contract with TV Magic, Inc., by \$41,110.
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MILEAGE REIMBURSEMENT
Requests to attend upcoming conferences and events
and/or local mileage reimbursement.

INFORMATION ITEMS

ITEMS FOR INFORMATION ONLY

28. SOCCCD: LOCALLY FUNDED PROJECTS PROGRESS
REPORT
Status of locally funded construction projects.
29. SOCCCD: MONTHLY FINANCIAL STATUS REPORT
Adopted budget, revised budget, and transactions through
the end of the prior month.
30. SOCCCD: CONTRACTS UNDER \$5,000
Summary of contracts for October/November 2004.
31. SOCCCD: TELECOMMUNICATIONS AND NETWORK
SECURITY MANAGER
Information on new position.

32. SOCCCD: DOMESTIC PARTNER BENEFIT COVERAGE
Information on the new laws and effect on the district.
33. SOCCCD: ACADEMIC YEAR 2005-06 NONRESIDENT
TUITION FEES
Information on proposed fees for foreign and out-of-state
students.

DEPUTY CHANCELLOR'S ITEMS (Items 34 through 37)

ITEMS RECOMMENDED FOR APPROVAL

34. ACADEMIC PERSONNEL ACTIONS
Additional Compensation; Academic Temporary Part-
Time/Substitute Staff; Teaching Assignment during
Sabbatical Leave.
35. CLASSIFIED PERSONNEL ACTIONS
New Personnel Appointments; Volunteers; Change of
Status; Authorization to Establish and Announce Classified
Position; Resignation/Retirement/Conclusion of
Employment; Authorization to Establish A New Position
to the Nonbargaining Unit, Temporary Short Term Hourly;
Authorization to Revise the Salary Schedule for
Nonbargaining Unit Professional Expert.
36. SADDLEBACK COLLEGE: PURCHASE AND
INSTALLATION OF DESKTOP COMPUTERS
Purchase of 250 Dell computers by piggybacking on
Western States Contracting Alliance Master Price
Agreement 92-00151 for \$393,479.44.
37. SOCCCD: IBM STORAGE AREA NETWORK (SAN) -
AGILYSYS, INC.
Purchase of Agilysys SAN solution and installation
services through CMAS Contract for \$183,851.

VICE CHANCELLOR'S ITEMS (Item 38)

EDUCATIONAL SERVICES

ACCEPTANCE FOR REVIEW AND STUDY

38. MISCELLANEOUS BOARD POLICIES: 4000 SERIES
Review and study of miscellaneous policies in the
Personnel Section of the manual.

REPORTS

Per unanimous board approval, the reports by the following individuals should be written and submitted to the board prior to board meetings. The reports may be given verbally, however, if enough time remains prior to the board approved meeting adjournment time of 10:00 p.m.

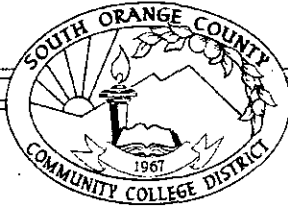
Speakers are limited to two minutes each.

39. PRESIDENTS' / PROVOST'S / GOVERNANCE GROUPS' REPORTS
- a. Presidents
 - b. Provost
 - c. Student Government Reports
 - Associated Student Government of Saddleback College
 - Associated Students of Irvine Valley College
 - d. Academic Senates' Reports
 - Saddleback College Academic Senate
 - Irvine Valley College Academic Senate
 - e. Faculty Association Report
 - f. California School Employees Association Report
 - g. Classified Senates' Reports
 - Saddleback College Classified Senate
 - Irvine Valley College Classified Senate
 - District Classified Senate
 - h. Police Officers' Association Report

CORRESPONDENCE

40. CORRESPONDENCE
Items of correspondence submitted by the district and colleges for the board's information.

ADJOURNMENT (OR RECESS TO CONTINUE CLOSED SESSION IF REQUIRED): 10:00 P.M.



Resolution

*South Orange County Community College District
Board of Trustees*

**IRVINE VALLEY COLLEGE
2004 BADMINTON STATE CHAMPIONS
04-33**

Whereas, Irvine Valley College 2004 Women's Badminton Team earned its third consecutive California Community Colleges Commission on Athletics State Championship, earning a perfect 15-0 record in team competition, and

Whereas, Irvine Valley College 2004 Women's Badminton Team remains undefeated after 46 straight matches and has not lost a singles match since 2001, and

Whereas, Irvine Valley College 2004 Women's Badminton Team members, identical twins Rulan and Rulien Yeh swept all five doubles matches in the competition and ended the season with their second consecutive state doubles title, and

Whereas, Coach Martin McGrogan, the 2003-2004 Co-Coach of the Year in the Orange Empire Conference, has led the team to three consecutive state badminton titles, and with the state men's soccer title, now has four team championship trophies in three years; therefore

Be it resolved that the Board of Trustees does hereby commend and congratulate the Irvine Valley College 2004 Women's Badminton Team members Hoang Chao, Jennifer Y. Chiu, Christine Hanh Ly, Brita Kjalstrom, Yevan Tynkova, Wei-Yuan Wong, Rulien R. Yeh, Rulan A. Yeh, head coach Martin McGrogan and assistant coach Joseph Lin for their outstanding athletic achievements and distinction at Irvine Valley College in the South Orange County Community College District.

Donald P. Wagner, President

Nancy Padberg, Vice President

Thomas A. Fuentes, Clerk

William O. Jay, Member

David B. Lang, Member

Marcia Milchiker, Member

John S. Williams, Member

Brittany Poulton, Student Member

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	1
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	BOARD AND CHANCELLOR'S REPORTS/BOARD REQUESTS FOR REPORTS		
REASON FOR BOARD CONSIDERATION:	INFORMATION		

Section 54954.2(a) of the Ralph M. Brown Act states that "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda." Speakers are limited to two minutes each.

- a. Board Members' Reports
- b. Chancellor's Report
- b. Board Members' Requests for Staff Reports

Item Submitted By:	Dr. Raghu P. Mathur, Chancellor
Item Reviewed By:	
Final Disposition:	Vote :

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	2
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	MINUTES FROM PREVIOUS MEETINGS		
REASON FOR BOARD CONSIDERATION:	APPROVAL		

Minutes from previous Board of Trustee meetings are submitted
to the Board for review and approval.

Item Submitted By:	Dr. Raghu P. Mathur, Chancellor
Item Reviewed By:	
Final Disposition:	Vote :

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	3
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	IRVINE VALLEY COLLEGE: CONTRACT AGREEMENT; CAMPUS CONCERTS		
REASON FOR BOARD CONSIDERATION:	APPROVAL		

BACKGROUND

The Masterworks Chorale of Irvine Valley College has performed major works with professional guest orchestral musicians for 25 years. The opening concert of this 25th anniversary season takes place on November 13, 2004, at Concordia University, with Dr. Janice Wyma conducting.

STATUS

The Board of Trustees has approved the Masterworks Chorale "Messiah" Concert for November 13, 2004. Campus Concerts will supply professional orchestral musicians and soloists for a dress rehearsal and concert, performing "Messiah" on November 13, 2004. The contract, EXHIBIT A, is a standard SOCCCD contractor agreement and it has been reviewed by Deputy Chancellor, Gary Poertner.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the Pat Maki, Campus Concerts agreement not to exceed \$5,400.00 as shown in EXHIBIT A.

Item Submitted By:	Dr. Glenn R. Roquemore, President
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

INDEPENDENT CONTRACTOR/CONSULTANT AGREEMENT

This Agreement is made and entered into this 3rd day of November, 2004 between:
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, California 92692-3635
Telephone (949) 582-4664
Requisition # AB05-00109 & RB05-01098

EXHIBIT A

hereinafter called DISTRICT, and

(Name of Consultant): **Pat Maki, Campus Concerts**
(Street Address): **2714 Ridgeland Rd.**
(City, State, Zip Code): **Torrance, CA 90505**
(Telephone #): **310-326-5761**

hereinafter called CONSULTANT.

WHEREAS, the DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ an independent contractor specially trained to perform special services required; and

WHEREAS, the CONSULTANT is specially trained and experienced and competent to perform the special consultant services pursuant to this agreement.

The parties agree as follows:

1. The period of this Agreement shall be from **10/1/04** to **5/10/05**, inclusive. The DISTRICT shall have the discretion to terminate this contract by providing CONSULTANT **5** days prior written notice.
2. The CONSULTANT shall, at times and places designated by it and acceptable to the DISTRICT perform the following services:
Providing booking services for Choral Concerts for the academic year 2004 - 2005

3. The DISTRICT shall pay the CONSULTANT **\$0.00** an hour, not to exceed **\$5,400.00** for services specified above, plus DISTRICT shall reimburse the following expenses (N/A) not to exceed **\$0.00** in accordance with the South Orange County Community College District guidelines. The total contract amount is \$5,400.00. Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by **The School of Fine Arts**, payment will be made.
4. The DISTRICT shall not be liable to the CONSULTANT for personal injury or property damage sustained by him/her in the performance of this contract, whether caused by himself/herself, the DISTRICT, its officers, agents or employees, or by any third party. CONSULTANT agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
5. While performing service hereunder, the CONSULTANT is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
6. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

WITNESS the parties hereto the day and year first above written:

Consultant

South Orange County Community College District

Signature: _____

Signature: _____

By: _____

By: Gary Poertner

Title: Consultant

Title: Deputy Chancellor

Date: _____

Date: _____

Jan Wyma

Contact Person: _____

College Contact Person: _____

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	4
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION - SPRING 2005		
REASON FOR BOARD CONSIDERATION:	APPROVAL		

BACKGROUND

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

STATUS

A variety of educational programs and activities have been planned by the Irvine Valley College Community Education Program to serve the community during the Spring 2005 Semester. Expenses for conducting these courses will be paid for by the income from participant fees. The course offerings by category, presenters and compensation are outlined in EXHIBIT A.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the Irvine Valley College Community Education courses, presenters, and compensation as described in EXHIBIT A.

Item Submitted By:	Dr. Glenn R. Roquemore, President
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

South Orange County Community College District

IRVINE VALLEY COLLEGE

COMMUNITY EDUCATION NON-CREDIT PROGRAM - SPRING 2005

PROGRAM	COURSE TITLE	DATES	PRESENTER	HONORARIA	FEE
Comm. Ed.	Adult, Child, Infant CPR	Various	Sabrina Bradley	65% Gross	\$25-\$40
Comm. Ed.	Business Writing Series	Multiple	Joe Tinervia	35% Gross	\$150
Comm. Ed.	International Trade	Self-paced	John Spiers	50% Gross	\$95
Comm. Ed.	Internet and Web Classes (Graphics, etc.)	Self-paced	Education 2 Go	\$29-\$160 per person	\$63-\$199
Comm. Ed.	Medical Office Classes, Autocad, Webmaster	Self-paced	Gatlin Ed. Services	IVC gets \$300-\$500 *pp	\$1,595
Comm. Ed.	Microsoft	Self-paced	InfoSource, Inc.	IVC gets \$29 - \$69 *pp	\$63 - \$103
Comm. Ed.	Notary Public	Multiple	Van T. Spencer	40% Gross	\$65
Comm. Ed.	Real Estate Classes	Multiple	Greg Retzer	35% - 45% Gross	\$49
Comm. Ed.	Real Estate Classes	Multiple	Marshall Reddick	35% - 45% Gross	\$59
Comm. Ed.	Real Estate Classes	Multiple	Tom Apke	35% - 45% Gross	\$49
Comm. Ed.	Real Estate Classes	Multiple	Tom Martinson	35% - 45% Gross	\$49
Comm. Ed.	Reducing a Foreign Accent	Various	John Gardiner	35% - 45% Gross	\$92
Comm. Ed.	Seriously Awesome Sitters	Various	Sabrina Bradley	35% - 65% Gross	\$40
Comm. Ed.	Speed Spanish	Multiple	Dan Mikels	35% - 65% Gross	\$59
Comm. Ed.	Tai Chi	Various	Bing Luh	35% - 65% Gross	\$72
Comm. Ed.	Travelearn	Multiple	Travelearn	IVC gets \$100-\$120 *pp	\$2,500-\$4,500
Comm. Ed.	Wine Basics	Multiple	Peter Koff	35% - 65% Gross	\$97-\$107
Comm. Ed.	Write a Storybook	Various	Karen Rice	35% - 65% Gross	\$25
Comm. Ed.	Publish Your Own Book	Multiple	Belma Johnson	35% Gross	\$49
Comm. Ed.	Managers Bootcamp	Multiple	Nick Sherbin	35% Gross	\$200
Comm. Ed.	Parenting/Children's Series	Multiple	OmniCare	35%-50% Gross	\$19-\$29
Comm. Ed.	Music Together	Multiple	Elena Salisbury	65% Gross	\$100-\$120
Comm. Ed.	2 Day Film School	Multiple	Hollywood Film Inst.	50% Gross	\$389
Comm. Ed.	Lose the Taxes	Various	Michael Upton	35% Gross	\$39
Comm. Ed.	Tax Preparers	Various	WHA Company	50% Gross	\$49-299
Comm. Ed.	E Commerce Strategies	Various	Becki Walker	35% Gross	\$69
Comm. Ed.	Wellness Classes	Multiple	Nasha London-Vergas	35% Gross	\$49
Comm. Ed.	Feng Shui	Multiple	Katheryn Holt	35% Gross	\$49-\$69
Comm. Ed.	Piano and Santour	Multiple	Pouian School of Music	50% Gross	\$25-\$150
Comm. Ed.	Passport to Retirement	Multiple	Financial Advisors Network	40% Gross or \$29 *pp	\$49-\$59
Comm. Ed.	Home-based Businesses	Multiple	LeAnne Krusemark	\$10-\$15 *pp	\$24-\$39
Comm. Ed.	SAT I Prep Course	Multiple	Dr. Choi Academy	65% Gross	\$460-\$500
Comm. Ed.	Math, Phonics and Writing	Multiple	Dr. Choi Academy	65% Gross	\$200-\$230
Comm. Ed.	Project Management Workshop	Multiple	Frank J. Principe	35% - 45% Gross	\$750-\$900
Comm. Ed.	Mommie and Me Music Together	Multiple	Gary Greeno	35% - 45% Gross	\$60-\$70

EXHIBIT A

Comm. Ed.	Persian Dancing	Multiple	Zoha Fazel	35% - 45% Gross	\$50-\$60
Comm. Ed.	Adult and Kid's Mosaic	Multiple	Dixie Dohrmann	65% Gross	\$50-\$90
Comm. Ed.	Art Parties, Holiday Crafts	Various	Dixie Dohrmann	65% Gross	\$50-\$90
Comm. Ed.	Notary Public-Loan Signing Specialist	Multiple	Van T. Spencer	40% Gross	\$65
Comm. Ed.	Information Technology	Multiple	Soft-Train	IVC gets \$150 - \$750 *pp	\$225-\$1,125
Comm. Ed.	Reading Classes	Multiple	Inst. Of Reading Dev.	10% Gross	\$65
Comm. Ed.	Supervisor Series	Multiple	Irv Gamal	35% - 50% Gross	\$55-\$260
Comm. Ed.	Teaching Your Hobby	Multiple	Nancy Holden	35% - 50% Gross	\$50
Comm. Ed.	Yoga	Multiple	Mike Ward	40% - 60% Gross	\$25-\$45
Comm. Ed.	Reading, Writing, Speaking	Multiple	The Learning Adventure	40% - 60% Gross	\$310-\$340
Comm. Ed.	Computer Classes	Multiple	NR Computer Learning Center	40% - 60% Gross	\$69-\$90
Comm. Ed.	Home Buying Seminar	Multiple	Paul Bailey	40% - 60% Gross	\$29-\$49
Comm. Ed.	Travel	Multiple	Main Street Tours	IVC gets \$20-\$50 *pp	\$49-\$200
Comm. Ed.	Real Estate Appraisal	Multiple	Bill Willson	40% - 60% Gross	\$49-\$59
Comm. Ed.	Real Estate Appraisal	Multiple	Les Levitan	40% - 60% Gross	\$49-\$59
Comm. Ed.	Computer Classes	Multiple	Carrie Finely-Bajak	40% - 60% Gross	\$29-\$130
Comm. Ed.	Scrapbooking	Multiple	Trina Rothery	40% - 60% Gross	\$10-\$50
Comm. Ed.	Guitar	Multiple	Ronald Gorman	40% - 60% Gross	\$85-\$95
Comm. Ed.	Young Investors	Multiple	Chris Minter	35% - 45% Gross	\$49-\$79
Comm. Ed.	Grant Writing & Fundraising	Multiple	Linda-Marie Sundstrom	40% - 50% Gross	\$65-\$79
Comm. Ed.	Skateboarding Classes	Multiple	Nick Gates	65% Gross	\$40-\$70
Comm. Ed.	Accumulation of Wealth	Multiple	Edwards Rogers	40% - 60% Gross	\$49-\$79
Comm. Ed.	Notary Public/Loan Signing	Multiple	Merlina (Han) Combs	40% Gross	\$65
Comm. Ed.	Computer Crime Intervention	Multiple	Ligatt Security	45% Gross	\$70-\$575
Comm. Ed.	Internet Dating Workshop	Multiple	David Abernathy	40% - 60% Gross	\$45-\$55
Comm. Ed.	Hormone Replacement	Multiple	Elizabeth Plourde	40% - 60% Gross	\$15-\$39
Comm. Ed.	SAT	Multiple	Ann Litvin	40% - 60% Gross	\$160
Comm. Ed.	Skateboarding Classes	Multiple	Scott Stewart	65% Gross	\$40-\$70
Comm. Ed.	Skateboarding Classes	Multiple	Christian Peterson	65% Gross	\$40-\$70
Comm. Ed.	Skateboarding Classes	Multiple	Don Tran	65% Gross	\$40-\$70
Comm. Ed.	Mixed Media Art Classes	Multiple	Natasha Shoro	40% - 60% Gross	\$35-\$85
Comm. Ed.	Natural "A's"	Multiple	Curtis Adney	40% - 60% Gross	\$45-\$65
Comm. Ed.	Financial Independence	Multiple	Gary Miller	35% - 50% Gross	\$35-\$45
Comm. Ed.	Macintosh Classes	Multiple	MacTroubleshooting Specialists	35% - 55% Gross	\$40-\$500
Comm. Ed.	Business Classes	Multiple	Saisoft	35% - 90% Gross	\$40-\$199
Comm. Ed.	Travel	Various	Collette Vacations	IVC gets \$100-\$120 *pp	\$2,500-\$4,500
Comm. Ed.	Karate-Do	Multiple	Authentic Center Budo & Kobudo	65% Gross	\$150-\$200
Comm. Ed.	Management Classes	Multiple	Paul Meese	40% - 60% Gross	\$50-\$500

EXHIBIT A

<i>Comm. Ed.</i>	Personal Trainer Certificate	Multiple	W.I.T.S.	IVC get \$100 *pp	\$399-\$425
<i>Comm. Ed.</i>	Calif. Worker's Compensation Seminar	Various	Altadena Law Center	40% Gross	\$99-\$110

*pp - Per Person

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Agenda Item

TO: Board of Trustees	ITEM: 5
FROM: Chancellor	DATE: 11-16-04
SUBJECT: SADDLEBACK COLLEGE COMMUNITY EDUCATION – SPRING 2005	
REASON FOR BOARD CONSIDERATION: APPROVAL	

BACKGROUND

The South Orange County Community College District is distinguished for offering high quality not-for-credit Community Education programs for its residents. By providing not-for-credit programs and classes on a fee basis, Saddleback College performs an important community service to residents within the District. The not-for-credit, fee-based 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 Saddleback College Community Education in order to serve the community during the 2005 spring session. Expenses for conducting these courses will be paid from the income from participant fees. The course titles, presenters and compensation are outlined in Exhibit A attached. There is no expense from the general fund.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the Saddleback College Community Education program and presenters as outlined in Exhibit A.

Item Submitted by: Dr. Richard D. McCullough, President	
Item Review by: Dr. Raghu P. Mathur, Chancellor	
Final Disposition:	Vote

South Orange County Community College District
SADDLEBACK COLLEGE
COMMUNITY EDUCATION NON-CREDIT PROGRAM - SPRING 2005

PROGRAM	COURSE TITLE	DATES	PRESENTER	HONORARIA	FEE
Children	Natural A's	2/11/05	Curtis Adney (I)	50% net	\$49.00
Adults	Real Estate Appraisal	3/9/05	Carol L. Chirpich (E)	50% net	\$49.00
	California Real Estate License Exam Prep	2/11-12, 3/11-12 and 4/8-9	Barbara Cox (E)	50% net	\$165.00
	What Were You Born To Do	2/11/05	Curtis Adney (I)	50% net	\$55.00
	Six Sigma Green Belt Certification	1/5-5/25	Saddleback Faculty (E) Chaney Welch (E)	75% gross	\$1,200.00
	Blue Harmonica	3/2/05	David Broida (I)	40% gross	\$35.00
	His Lai Buddhist Temple Tour	2/26/05	Loretta DuBois (I)	\$40 p.p.	\$65 p.p.
	Skirball Center & Museum of Tolerance	3/13/05	Loretta DuBois (I)	\$62 p.p.	\$77 p.p.
	Carlsbad Flower Fields	4/2/05	Loretta DuBois (I)	\$43 p.p.	\$58 p.p.
	LA Arboretum & Tea At Ritz	5/14/05	Loretta DuBois (I)	\$70 p.p.	\$85 p.p.
	San Francisco & Napa Valley	5/25 - 5/30	Loretta DuBois (I)	\$658 p.p.	\$720 p.p.
	Yosemite National Park	6/25 - 6/28	Loretta DuBois (I)	\$469 p.p.	\$519 p.p.
	Mt. Rushmore, Yellowstone	7/27 - 8/8	Loretta DuBois (I)	\$980 p.p.	\$1050 p.p.
	European Experience	Summer 2006	Joe Calwell (E)	90% gross	\$3999 p.p.
	South Pacific Wonders Tour	9/15 - 9/30	Collette Tours (E)	90% gross	\$4,149 p.p.
	The Best of Tuscany	10/10 - 10/20	Collette Tours (E)	90% gross	\$3,500 p.p.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Agenda Item

TO:	Board of Trustees	ITEM:	6
FROM:	Chancellor	DATE:	11-16-04
SUBJECT: SADDLEBACK COLLEGE: SPECIAL TOPICS – ARCHITECTURE			
REASON FOR BOARD CONSIDERATION: APPROVAL			

BACKGROUND

The Saddleback College Advanced Technology and Applied Science Division is committed to offering high quality educational opportunities to their students. Saddleback College is committed to the premise that special topic field trips are legitimate academic endeavors and therefore an integral part of the educational experience. A field trip which is out of state will be brought to the Board of Trustees for review and approval.

STATUS

Saddleback College and the Division of Advanced Technology and Applied Science propose to offer a course entitled Architecture Special Topics: Design in Arizona, Riverside and Palm Springs as shown in Exhibit A. This special topics course is designed to complement instruction in the Architecture Program. Transportation will be provided in District vans. All costs for food, lodging and incidentals will be paid by the students.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the Saddleback College Architecture 289, Special Topics course as described in Exhibit A.

Item Submitted By: Dr. Richard D. McCullough, President	
Item Reviewed By: Dr. Raghu P. Mathur, Chancellor	
Final Disposition:	Vote:

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Course ID: ARCH 289
Cat ID: 431856.00

College: A Saddleback College
Division/School: TS Advanced Technology and Applied Sciences
Department: ARCH Architecture and Drafting
Program: ARCHIT Architecture
Subject: ARCHIT Architecture

O F F I C I A L C O U R S E O U T L I N E

HISTORY AND STATUS

Course Status: A ACTIVE (FULLY APPROVED)
Course Originator: Lem Chin
Departmental Approval: 05/10/00
Divisional Approval: 05/10/00
Curriculum Committee Approval: 06/14/00
Board of Trustees Approval: 06/14/00
State Approval: 09/24/90
Technical Change:
Technical Change Comment:

Comments:

To add a Special Topics course to Spring 2001

BRIEF DESCRIPTION

Short Title: DESIGN/AZ, RIVERSIDE
Full Title: SPECIAL TOPICS: DESIGN IN ARIZONA, RIVERSIDE & PALM SPRINGS

Catalog Description:

Visit architecture and urban design in Arizona, Riverside and Palm Springs -- Taliesin, Biltmore, ASU, MOMA, Phoenix Library, Arcosanti, Sedona, Arizona straw-bale house and Mission Inn in Riverside, CA.

Prerequisite:

NONE

Enrollment Limitation:

NONE

Corequisite:

NONE

Recommended Preparation:

NONE

COURSE FUNCTIONS

Credit Status:	C	Credit Course
College Level:	YES	
Program Type:	AAS	Applied Arts and Sciences (Voc./Occ.
Course Classification:	I	Applied Arts/Sciences Course (OCC/VOC)
Transfer Status:	N	Non-transferable Course
Transfer Code:	1	Not Transferable, AA-AS Degree Only
SC/IVC GE Code:	NA	Not Applicable
CSU GE Code:		
IGETC GE Code:	NA	Not Applicable
UC Transferable Course:	N	No UC credit
Comparable SC/IVC:		
Comparable CSU:		
Comparable UC:		
PBS Status:	N	Not Precollegiate/Basic Skills Course
Basic Skills:	5	Not Basic Skills (College-Level)
TOP Code:	0201.00
SAM Code:	C	Clearly Occupational
CAN Number:		

COURSE OPTIONS

Grading Option:	GR	Letter Grade or Cr/Ncr Grade
Open Entry:	N	No
Fixed, Optional or Variable Units:	F	Fixed Units
Repeatability Status:	R	Repeatable
Repeatability Model:	E	Repeatable using model E
Repeatability Limit:	3	
Cross-Listed Courses:	NONE	
Cross-Listed Parent:	NO	
Co-Requisites:		0.00

COURSE VALUES

Method of Instruction:	L-L	Lecture/Lab Combination
Maximum Enrollment:	40	Maximum WSCH: 80.00
Average Enrollment:	35	Average WSCH: 70.00

	Lecture	Laboratory	Learn Ctr	Total
WFCH	1.00	1.00	0.00	2.00
TFCH	16.60	16.60	0.00	33.20
LHE	1.00	0.83	0.00	1.83
FTEF	6.67	5.55	0.00	12.20%
UNITS	1.00	0.50	0.00	1.50

Schedule Description:

Visit architecture and urban design in Arizona, Riverside and Palm Springs, including Taliesin, Biltmore, ASU, Arcosanti, Sedona, AZ straw-bale house and Mission Inn, Riverside. Students responsible for cost of hotels/meals/tours/admission.

**COURSE CONTENT
(Topics Covered)**

- I. Architecture in urban settings
Phoenix Library by Brudes
MOMA by Predock
- II. Architecture in campus settings
ASU Gammage Auditorium by Wright
ASU Fine Arts by Predock
ASU recital by Taliesin
- III. Design in natural settings
Taliesin West by Wright
AZ Biltmore by McArthur/Wright
Hyatt Scottsdale
Sedona Church of Holy Rock
Montezuma's Castle
- IV. Urban experiments
Arcosanti by Soleri

COURSE CONTENT
(Learning Objectives)

Upon completion of this course, the student will be able to:
Upon completion of the course, the student should be able to:

1. summarize the information contained in the text(s), lectures, and supplementary materials.
2. explain and illustrate the major concepts emphasized in the class.
3. compare and contrast prominent themes, theories, philosophies, techniques, or authorities in the field.
4. interpret the data and defend his/her perception of the major issues covered.
5. synthesize information from all sources, print and non-print to speculate on future events, alternate outcomes, or other possible causes or effects involving the major topics.
6. evaluate the worth, effectiveness, or impact of critical issues or suggested hypotheses or theories.
7. assess the underlying values, assumptions, fallacies, or motives present in the major issues, arguments, or judgments.
8. examine the relationship between the issues discussed in the course and his/her own life, both as an individual and as a member of the global community.

PERFORMANCE COURSES

9. apply the techniques and procedures demonstrated/learned in class.
10. analyze a product to evaluate the effectiveness of each of its components.
11. judge a product, whether professional or amateur, based on an accepted set of criteria.

COURSE CONTENT
(Methods of Evaluation)

Evaluation of the student will be based upon the following items:
The student will demonstrate mastery of the learning objectives by:

1. participating in small group or class discussions, using information gleaned from text(s), lectures, and supplementary materials to support his/her views.
2. completing short answer and objective tests which require an understanding of the major concepts emphasized in the class.
3. comparing and contrasting prominent themes, theories, philosophies, techniques, or authorities in the field in an essay test.
4. engaging in oral discussions, debates, or role-playing activities which require him/her to interpret information to defend his/her perception of the major issues covered.
5. writing a paper which requires him/her to speculate on future events, alternate outcomes, or other possible causes or effects involving the major issues.
6. completing essay exams which require him/her to evaluate the worth, effectiveness, or impact of critical issues, suggested hypotheses, or theories.
7. filling in a chart or listing the underlying values, assumptions, fallacies, or motives present in the major issues, arguments, or judgments--then orally assessing the validity and/or implications of these factors.
8. discussing, in writing or orally, the relationship between the issues discussed in the course and his/her own life, both as an individual and as a member of the global community.

PERFORMANCE COURSES:

9. creating an original product, using the techniques and procedures demonstrated/learned in class.
10. writing a critique of a product which reflects an evaluation of the effectiveness of each of its components.
11. presenting a written or oral evaluation of a product, whether professional or amateur, basing his/her judgment on an

COURSE CONTENT
(Methods of Evaluation)
(Continued)

accepted set of criteria.

**COURSE CONTENT
(Assignments)****1) Typical Reading Assignments:**

Weekly reading assignments from college-level text and/or journals.

2) Typical Writing Assignments:

Written paper (5-7) pages to speculate on future events, alternate outcomes, or other possible causes or effects involving the major issues of this special topics course.

3) Typical Oral Presentations:

Classroom discussions, debates and/or role playing.

4) Typical Other Assignments:

One special assignments such as a field trip, personal interview, community volunteering, etc. as designated by the instructor.

**COURSE CONTENT
(Other Requirements)****Textbooks / Supplies:**

College level text and/or journal.

Material Fees:	\$ 0.00	Transaction Code:	-
Duplicating Fees:	\$ 0.00	Transaction Code:	-

Review of Supportive Services**A) General Review:****B) Library / Media Holdings:****C) Instructional Equipment:**

COURSE CONTENT
(Prerequisite, Corequisite, Recommended Preparation and Validation)

A. Content Review

1. Prerequisite skills/knowledge which are necessary at entry to succeed in this course are as follows:

2. Corequisite skills/knowledge which are necessary to be developed concurrently with this course are as follows:

3. Advisory on recommended preparation skills/knowledge which students are advised to develop prior to enrolling in this course are as follows:

4. Enrollment Limitation

B. Other Validation Which Has Been Completed

1. UC/CSU Comparable Courses:

2. Research Study: NONE

3. Additional Validation required: NONE

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Agenda Item

TO: Board of Trustees	ITEM: 7
FROM: Chancellor	DATE: 11-16-04
SUBJECT: SADDLEBACK COLLEGE: GUEST SPEAKER HONORARIA	
REASON FOR BOARD CONSIDERATION: APPROVAL	

BACKGROUND

Saddleback College provides a diverse selection of cultural and educational lecturers. Guest speakers are utilized for educational enrichment and to bring up-to-date information to students.

STATUS

Saddleback College and the Division of Health Sciences, Human Services and Emeritus Institute propose honoraria in the amounts shown in Exhibit A for the guest lecturers for the Spring 2005 Semester Distinguished Lecture Series class. Funds to support this expenditure are included in the 2004-2005 Health Sciences, Human Services and Emeritus Institute division budget.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the honoraria for the guest speakers for the Spring 2005 Semester Distinguished Lecture Series as shown in Exhibit A.

Item Submitted By: <u>Dr. Richard D. McCullough, President</u>
Item Reviewed By: <u>Dr. Raghu P. Mathur, Chancellor</u>
Final Disposition: _____ Vote _____

Saddleback College Distinguished Guest Lecture Series I
Guest Lecturers
Spring 2005 Semester

Date	Name	Organization	Presentation
1-21-2005	Dr. Frank Meyskens	Director of Chao Family Comprehensive Cancer Center	<i>Cancer Prevention: Fact, Fantasy</i>
1-28-2005	Dr. Robert Feldman, MD	Mission Geriatric, President and Medical Director	<i>From Molecules to Women and an Overview of Osteoporosis</i>
2-04-2005	Professor Robert Harman, PhD	CSU-LB, Depart. Of Anthropology	<i>Aging in the 20th Century: A View from Anthropology</i>
2-11-2005	Dr. William Schell	University of Pittsburgh, PA, Emeritus Professor	<i>El Toro & Global Environmental Change</i>
2-25-2005	Dr. Joseph Arditti	UCI – Biology Department	<i>Ethnobotany of Orchids</i>
3-04-2005	Dr. Lisa Gibbs, MD	UCI – Geriatrics & Aging	<i>Confronting Elder Mistreatment</i>
3-11-2005	Dr. Victoria Feldon	Cultural Historian, Emeritus UCLA, CSU Northridge, & UC Irvine	<i>Marc Chagall in Context</i>
3-25-2005	Denise Cucurny	Plasticos Foundation, Director of Operations	<i>About Face: Plastic Surgery in the Third World Nations</i>
4-01-2005	Dr. Glen Mimura	UCI, Irvine, Professor, Asian American Studies	<i>Comics, Criticism, & Culture</i>

4-08-2005	Dr. Vance Tammen	Concordia University, Division of Exercise & Sport Science, Professor & Division Chair	<i>Lifespan Ageing & Wellness S</i>
4-15-2005	Dr. John Accomando	Professor of Italian Language, History & Culture	<i>The Roman Forum</i>
4-22-2005	Dr. Kerri Thomsen	Concordia University, Irvine, CA, Professor & Chair, Humanities Division	<i>In Search of Persephone: A G Modern World</i>
4-29-2005	Dr. Kristen Monroe	UCI, Professor of Political Science	<i>The Heart of Altruism: Rescue</i>
5-05-2005	Dr. Carl Cotman	UCI, Director, Institute for Brain Aging & Dementia	Stem Cell Research & its Pote Research
5-13-2005	Dr. Shawn Hamilton, MD	Internal Medicine, Private Medical Practice, Irvine	<i>Sexuality & Aging</i>

NOTE: Speakers and topics subject to change

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Agenda Item

TO:	BOARD OF TRUSTEES	ITEM:	8
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	SADDLEBACK COLLEGE: THEATER EQUIPMENT UPGRADE, PACKAGE A: CHANGE ORDER NO. 2 REPAIR/REPLACE THEATRE RIGGING EQUIPMENT		
REASON FOR BOARD CONSIDERATION:	APPROVAL		

BACKGROUND

On September 27, 2004, the Board of Trustees approved awarding Bid No. 1037, Package A, for Theater and Electrical Systems for the McKinney Theater, to LVH Entertainment Systems for the amount of Nine Hundred Thirty Two Thousand One Hundred Eighty Nine and No/100 Dollars (\$932,189.00) and Change Order No. 1 reducing the contract amount by Nineteen Thousand Four Hundred Fifty Six and No/100 Dollars (\$19,456.00).

STATUS

On September 27, 2004, the Board of Trustees also approved funding of Scheduled Maintenance Projects, which included the repair of the theater rigging to eliminate potential safety issues. Change Order No. 2 (EXHIBIT A) for required theater rigging repairs is in the amount of Seventy Five Thousand Nine Hundred Thirty One and No/100 Dollars (\$75,931.00). The new total for this project is Nine Hundred Eighty Eight Thousand Six Hundred Sixty Four and No/100 Dollars (\$988,664.00).

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve Change Order No. 2 (EXHIBIT A) in the amount of Seventy Five Thousand Nine Hundred Thirty One and No/100 Dollars (\$75,931.00). Funding is available through the scheduled maintenance projects budget.

Item Submitted By:	Dr. Richard D. McCullough, President
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

CHANGE ORDER NO. 2

Project: THEATER EQUIPMENT UPGRADE, PACKAGE A
To: LVH ENTERTAINMENT SYSTEMS

You are hereby directed to provide the extra work necessary to comply with this Change Order.

DESCRIPTION OF CHANGE: REPAIR THEATER RIGGING

COST (This cost shall not be exceeded): \$75,931.00

Original contract price:	\$ 932,189.00
Change Order #1	\$ (19,456.00)
Change Order amount:	\$ 75,931.00
New contract price:	\$ 988,664.00

TIME FOR COMPLETION: No Change

Original completion date: _____
Time for completion of
Change Order: _____
New completion date: _____

Contractor agrees to perform the above-described work in accordance with the above terms and in compliance with applicable sections of the Project documents. The amount of the charges under this Change Order is limited to the charges allowed under Article 59 of the General Conditions. The adjustment in the contract sum, if any, and the adjustment in the contract time, if any, set out in this Change Order shall constitute the entire compensation and/or adjustment in the contract time due Contractor arising out of the change in the work covered by this Change Order, unless otherwise provided in this Change Order.

No additions or deletions to this Change Order shall be allowed, except with written permission of District. Contractor accepts the terms and conditions stated above as full and final settlement of any and all claims arising from this Change Order.

Schools Legal Service of O/C.
O.C. Dept. of Ed.
March 1, 1996

Change Order 1

This Change Order is hereby agreed to, accepted and approved.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Agenda Item

TO:	Board of Trustees	ITEM:	9
FROM:	Chancellor	DATE:	11-16-04
SUBJECT:	SADDLEBACK COLLEGE: VIETNAM AND CAMBODIA STUDY ABROAD TOUR, SUMMER 2005		
REASON FOR BOARD CONSIDERATION:	APPROVAL		

BACKGROUND

Saddleback College is committed to providing high quality education and a full range of cultural activities for students. The College has offered courses that have been conducted in many countries of the world by expert faculty who provide academic course work in conjunction with cultural travel experiences. The College has offered very successful study abroad programs in China, England, France, Italy and Spain. Study abroad programs are authorized under Education Code 72640.

STATUS

The Social and Behavioral Sciences Division at Saddleback College proposes to offer the study abroad program in Vietnam and Cambodia during the Summer 2005 semester from May 30 through June 13, 2005, at a cost of \$2,549 per student (double occupancy) or \$2,979 for single accommodations. All student fees, student insurance, travel, food and lodging requirements will be organized and arranged by Journeys of Discovery. The Study Abroad Program Summary is included as Exhibit A. The course syllabus is shown in Exhibit B and the required Educational Tour/Field Study Contractor Agreement is provided in Exhibit C. Financial Aid opportunities will be provided through the Office of Financial Aid for those students who qualify.

RECOMMENDATION

The Chancellor recommends the Board of Trustees approve the Saddleback College study abroad program in Vietnam and Cambodia for the Summer 2005 semester as summarized in Exhibit A, and direct the administration to execute the Educational Tour/Field Study Travel Contractor Agreement with the Journeys of Discovery for coordinating all travel agreements (Exhibit C).

Item Submitted by:	Dr. Richard D. McCullough, President		
Item Review by:	Dr. Raghu P. Mathur, Chancellor		
Final Disposition:			Vote

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

STUDY ABROAD PROGRAM INFORMATION SUMMARY

1. PROGRAM									
Location/Destination: Vietnam/Cambodia				First Trip: Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>			
Dates: From:		May 30		To: June 13, 2005		Total No. of Days:		15	
Partner Name (Academic Institution):				N. A.					
Address:				N. A.					
Contact Person:				N. A.		Telephone No.:		N. A.	
Description of Institution:				N. A.					
Includes:	Accredited Instruction			Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>				
	Transfer College Units			Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>				
	Orientation			Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>				
	Books/Supplies			Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>				
	Tutors			Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>				
	Weekend Study Activities			Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>				
	Food			Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>				
	Transportation			Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>				
	Lodging			Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>				
Other:									
Does Not Include: (Examples: Local Transportation Personal Items, etc.)			International Departures Tax, \$49.50 and subject to change. All Vietnam/Cambodia Departure Taxes, gratuities for escorts and drivers, Saddleback Fees, Books & 12 meals						
Other:									
2. FACULTY									
Lead Faculty Name:				Dr. Scott W. Howlett & Dr. David Dileo					
Coordinates Trip:				Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>				
If No, Explain:									
Travels to Site: Both David and I are with students at a minimum, from 9am-6pm each day of trip, May 30-June 13				Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>				
Dates: From:		May 30		To:		June 13			
Teaching Assignment at Program Site:				Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>				
Dates: From:		May 30		To:		June 13			
Requires Substitute at IVC and/or SC?				Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>				
Unpaid Faculty Exchange:				Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>				
If Yes, Faculty Name(s) Required:									
Assignments to be Covered:									
Course No.:	Course Title:			Date(s)		Time(s)			
History 15	History of Vietnam War			4-9-05 5-6-05 May 30-June 13		10am-1pm 6 pm-9 pm 9 am - 6pm (each day)			
Course No.:	Course Title:			Date(s)		Time(s)			
Course No.:	Course Title:			Date(s)		Time(s)			

STUDY ABROAD PROGRAM INFORMATION SUMMARY
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3. COURSE(S) OFFERED AT PROGRAM SITE							
Course No.:	Course Title:	No. of Units					
Course No.:	Course Title:	No. of Units					
Course No.:	Course Title:	No. of Units					
Course No.:	Course Title:	No. of Units					
4. STUDENTS							
Minimum number of students required to make program:							23
Minimum number of units:							3
Maximum number of units:							3
If this is a repeat program site, what is the average number of units taken per student?							3
Other							
5. COSTS							
Student:							
Contracted cost per student:						\$	2,549
Average cost per day: <small>(It costs approximately \$13,000 per year for a student to reside in South Orange County and attend SOCCCD.)</small>						\$	112 per day
College:							
Additional costs to the District?		Yes:		No:	<input checked="" type="checkbox"/>		
If Yes Explain:							
Cost of substitute pay if instruction is also receiving salary for courses at IVC and/or SC during the same period of time.						\$	0
Other Costs						\$	0
6. OTHER ACTIVITIES NOT PART OF THE COURSE(S) (ATTACHMENTS)							
7. TYPICAL WEEKLY SCHEDULE OF INSTRUCTIONAL/ACTIVITIES							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7 a.m.	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
8 a.m.	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
9 a.m.	Lecture	Lecture	Lecture	Lecture	Lecture	Lecture	Lecture
10 a.m.	Tour	Tour	Tour	Tour	Tour	Tour	Tour
11 a.m.	Tour	Tour	Tour	Tour	Tour	Tour	Tour
Noon	Tour	Tour	Tour	Tour	Tour	Tour	Tour
1 p.m.	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
2 p.m.	Tour	Tour	Tour	Tour	Tour	Tour	Tour
3 p.m.	Tour	Tour	Tour	Tour	Tour	Tour	Tour
4 p.m.	Tour	Tour	Tour	Tour	Tour	Tour	Tour
5 p.m.	Tour	Tour	Tour	Tour	Tour	Tour	Tour
6 p.m.	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner
7 p.m.	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion
8 p.m.	Free Time	Free Time	Free Time	Free Time	Free Time	Free Time	Free Time
9 p.m.	Free Time	Free Time	Free Time	Free Time	Free Time	Free Time	Free Time
10 p.m.	Free Time	Free Time	Free Time	Free Time	Free Time	Free Time	Free Time
Exceptions to weekly schedule:							
8. ATTACHMENTS							
1. Course Outline							
2. Course Syllabus							
3. Contract Provider							

STUDY ABROAD PROGRAM INFORMATION SUMMARY
Page 4

8. REQUIRED SIGNATURES

Sandra Horlitz
Lead Faculty Member

10/25/04
Date

Sandra Horlitz
Department Chair

10/25/04
Date

[Signature]
Division/School Dean

10-25-04
Date

Vice President, Instruction

Date

College President

Date

Saddleback College
History 15
The Vietnam War: History & Legacy

Dr. Scott W. Howlett
Dr. David DiLeo
Summer 2005
Office Hours: TBA
SM 337
(949) 582-4618
E-mail:

Course Description:

All students who participate in the study tour will enroll in History 15, the History of the Vietnam War and its impact. History 15 focuses on the Vietnam War as two wars: part of a worldwide 18th- 20th century Nationalist struggle against colonial rule and as part of the 20th century Cold War between the Soviet Union and United States and their allies. Social, political, cultural, geographic and economic aspects of Vietnam & Cambodia's historical development are examined from both a chronological and topical framework.

Dr. Scott Howlett and Dr. David DiLeo professors of history at Saddleback will lead the Vietnam and Cambodia Study tour. Professor Howlett, has taught a variety of courses in the area of world and United States history. In addition to receiving his Ph.D. in History at the University of California at Irvine, Professor Howlett has taken a variety of courses related to the history of Asia, the Vietnam War and has led several successful study tours abroad, including two student tours to China, and tours to Egypt and Europe. Professor DiLeo has taught at Saddleback College the History of Vietnam and has published books and articles focusing on the Vietnam War. In 2001, Professor DiLeo assisted Professor Howlett's Study Abroad trip to China.

This tour will enable Saddleback students the chance to explore the history and culture of Vietnam and Cambodia in the historical regions of Saigon, Hanoi, Hue, Hoi An and Angkor Wat. This program will offer a rich cultural/historical program supplemented by sightseeing excursions and lectures by Professor Howlett and DiLeo. In Saigon there will be excursions to the Reunification Palace, Giac Lam Pagoda, and the Cu Chi Tunnels. In Hanoi there will be visits to Bao Tang Lich, Chi Minh Masoleum and the One Pillar Pagoda. In Halong there will be a tour of Halong Bay and related historical sites. In Hue sightseeing opportunities will include the Old Imperial city, Camp Carroll and Kha Sanh. In Hoi An there will be site visits to the historical religious sites and temples and in Cambodia the tour will include the world famous Angkor Wat and Siem reap sites and modern Phnom Penh. The cost of the trip is approximately \$2,549, including airfare, hotel, and most meals and all the fees related to Visa and Embassy fees.

Course Format:

We will meet for pre-trip orientation April 9 (10a.m.-1 p.m.) and May 6 (6p.m.-9 p.m.) On April 9, you will participate in a lecture/discussion related to major themes in the history of Vietnam and Cambodia and fill out travel paperwork, Visas etc. At the May 6th meeting we will discuss course requirements and participate in a discussion of the United States' involvement in Vietnam/Cambodia between 1942-1972. Our study abroad Vietnam/Cambodia trip will take place between May 30 and June 13th. During this time you will participate in 56 hours of field trips to selected historical and cultural sites. In each of the major regions visited you will participate in a history of Vietnam/Cambodia lecture/discussion programs presented by Dr. Dileo and Dr. Howlett. At each of the historical sites you will be presented with a tour lecture and have opportunities to ask Dr. Howlett and Dileo specific questions

Course Requirements:

A=

- 5-6 Typed, Double-spaced, 12 font Essay on some aspect of the Vietnam War
- 2-3 page paper using the required readings to examine three major themes related to Vietnam War. Provide specific historical examples related to your themes.
- 2-3 page Book critique of selected history monograph (Books on reserve in Saddleback Library listed under History 15)

B=

2-3 page paper using required readings to examine three major themes in Vietnam/Cambodia history. Provide specific historical examples related to your themes.

2-3 page Book critique of selected history monograph (Books on reserve in Saddleback Library listed under History 15)

C=

2-3 page Book critique of selected history monograph (Books on reserve in Saddleback Library listed under History 15)

Vietnam/Cambodia Tour Journal commenting on field trips and experiences

Credit Grade=

Vietnam/Cambodia Tour Journal commenting on field trips and experiences

Oral presentation of Tour (Pictures, impressions, etc.)

All coursework is due no later than July 2 (I will turn in grades on July 5)

Required Reading

William Duiker, *Sacred War: Nationalism & Revolution in Divided Vietnam* (McGraw-Hill, 1996)

George C. Herring, *America's Longest War: The United States and Vietnam 1950-1975* (5th Edition, McGraw Hill, New York, 2002)

Robert J. McMahon, Ed., *Major Problems in the History of the Vietnam War* (3rd Edition, Houghton Mifflin, 2003)

Suggested Readings:

Loren Baritz, *Backfire: A History of How American Culture Led Us into Vietnam and Made Us Fight the Way We Did* (William Morrow, 1985)

Eric M. Bergerud, *The Dynamics of Defeat: The Vietnam War in Hau Nghia Province* (Westview Press, 1991)

Larry Berman, *Planning a Tragedy* (Norton, 1982) and *Lyndon Johnson's War* (Norton, 1989)

James A. Bill, *George Ball: The Underside of American Foreign Policy* (Yale Press, 1997)

David L. DiLeo, *George Ball, Vietnam, and the Rethinking of Containment* (University of North Carolina Press, 1991)

Frances Fitzgerald, *Fire in the Lake: The Vietnamese and Americans in Vietnam* (Vintage, 1972)

Lloyd C. Gardner, *Pay Any Price: Lyndon Johnson and the Wars for Vietnam* (Ivan R. Dee, 1995) James W. Gibson, *The Perfect War: The War We Couldn't Lose and How We Did* (Vintage, 1986)

Gabriel Kolko, *Anatomy of a War: Vietnam, the United States and the Modern Historical Experience* (Random House, 1985)

A.J. Langguth, *Our Vietnam*

Michael Lind, *Vietnam: The Necessary War: A Reinterpretation of America's Most Disastrous Military Conflict* (Touchstone, 1999)

Marilyn Young, *Vietnam Wars: 1945-1990* (Longman, 2003)

Class Etiquette:

See Trip Handout for Rules and Regulations

Grading:

Students are strongly encouraged to do their personal best and keep in mind that I grade on improvement. The instructor does not use a class curve to grade course work. Grading is based on the following scales:

For essays:

A = 100-90 pts. (Excellent; original analysis with factual support, coherent argument)

B = 89-80 (Effective analysis, understanding of main ideas, some support, logical)

C = 79-69 (Adequate level of analysis, incomplete grasp of material but logical)

D = 68-60 (Substandard; inadequate level of analysis)

F = 59-0 (Non-passing)

Essay Criteria Sheet

"A" Essay

A paper receiving the grade of "A" will be original and creative in thought, focused, clear, and well-organized. It will be an imaginative essay, concise and direct in style. The essay's arguments will be convincing, because they are to be based on original interpretation (not repetition, not quotation, not summary) of the primary source. Moreover: the essay as a whole, paragraphs, and sentences will be tightly constructed and organized; word choice will be careful, correct, and varied; and no major grammatical or spelling errors will be present.

"B" Essay

The "B" paper must have most of the qualities of an "A" paper—it will be clearly focused and well organized, will possess the format of a persuasive essay, and will not have major errors in grammar or spelling—but may lack some of the originality and creativity described above. A "B" essay must, however, still show a substantial degree of interpretation, solid arguments, and in-depth understanding of the source material.

"C" Essay

The average essay usually receives the grade of "C." It will be coherent and solidly constructed, but will demonstrate only a moderate degree of interpretation, and will be lacking the originality and creativity of an "A" or "B" paper. A "C" paper should not contain serious grammatical or spelling errors.

"D" and "F" Essays

The grade of "D" will be given to papers severely deficient in the qualities described above: focus, construction, logical arguments, demonstrated knowledge of the source material, essay format, and grammar and spelling. It will have very little interpretation. An "F" paper will have no interpretation. Pure quotation, summary, paraphrase, or outright plagiarism (see below) will also result in a grade of "F."

A Warning about Plagiarism

Uncredited, improper use of another author's work is dishonest, and must be avoided at all costs. Any essays which display any evidence of plagiarism—whether deliberate or unintentional—will receive a grade of "F."

Plagiarism (literary theft) and other forms of dishonest student behavior will not be tolerated. Not only will you receive an "F", but you will also be turned over to the Dean of Student Services for further disciplinary action.

A student with a verified disability may be entitled to appropriate academic accommodations. Please contact your instructor and/or the Disabled Students Program Services Office for further information.

Upon completion of this course, the student will be able to:

1. Analyze the historical origins, phases and legacy of the Vietnam War.
2. Evaluate and explain the role Western colonialism had on the historical development of Vietnam and Cambodia
3. Demonstrate library and computer skills through research papers, compilation of bibliographies, and analytical book reviews.
4. Identify and give examples of different historian's interpretations of the Vietnam War
5. Demonstrate an understanding of historical chronology and the sequence of events as it relates to the Vietnam War.
9. Comprehend and analyze historical data from a comparative perspective
10. Read and analyze primary sources related to the Vietnam War

Travel Contractor Agreement
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SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

EDUCATIONAL TOUR/FIELD STUDY
TRAVEL CONTRACTOR AGREEMENT
GENERAL TERMS AND CONDITIONS

Name of Program

This Agreement is made this 15 day of October, 2004 between the South Orange County Community College District, located at 28000 Marguerite Parkway, Mission Viejo, California ("DISTRICT") and Journeys of Discovery ("TRAVEL CONTRACTOR") located at 4025 Camino del Rio South, Suite 200, San Diego CA, 92108 and is for the limited purpose of providing travel arrangements for the Educational Tour/Field Study Trip described on the Exhibits to this Agreement labeled "SPECIFIC TRIP DETAILS."

IN CONSIDERATION of the covenants, promises, and agreements of the parties hereinafter contained, DISTRICT and TRAVEL CONTRACTOR hereby covenant, promise and agree as follows:

1. **INSTRUCTIONAL SERVICES** - District shall arrange for and provide all instructional services, including but not limited to appropriate course announcements, course descriptions and registration prerequisites, student selection and registration, pre-trip student orientation, lectures (staff and guest), student supervision, instruction by Trip Instructor and evaluation for said Educational Tour/Field Study Trip.
2. **TRAVEL SERVICES** - TRAVEL CONTRACTOR shall arrange for and provide all transportation and lodging for the Educational Tour/Field Study Trip, the details of which TRAVEL CONTRACTOR shall specify on the Exhibit to this Agreement labeled "SPECIFIC TRIP DETAILS." Said Exhibit shall be prepared by TRAVEL CONTRACTOR and submitted to DISTRICT for written approval and acceptance by DISTRICT as part of this Agreement. In the event of a conflict between the terms and conditions of any of the SPECIFIC TRIP DETAILS set forth in such Exhibit and the terms and conditions set forth in this Agreement, the General Terms and Conditions set forth in this Agreement shall prevail.
3. **PROMOTIONAL MATERIAL** - TRAVEL CONTRACTOR may prepare and provide at its own expense additional promotional material, which

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(or fewer days upon the express mutual written agreement of DISTRICT and TRAVEL CONTRACTOR specifically set forth SPECIFIC TRIP DETAILS) if

the minimum number of participants specified in SPECIFIC TRIP DETAILS fails to sign up for Educational Tour/Field Study Trip. DISTRICT may, upon written notice to TRAVEL CONTRACTOR, cancel any particular Educational Tour/Field Study Trip or may terminate this Agreement in its entirety at any time if TRAVEL CONTRACTOR fails to satisfy any of the terms and conditions of this Agreement or DISTRICT may terminate this Agreement in its entirety in District's sole discretion upon 45 days prior to departure written notice to TRAVEL CONTRACTOR stating that DISTRICT so terminates (or fewer days upon the express mutual written agreement of DISTRICT and TRAVEL CONTRACTOR specifically set forth in SPECIFIC TRIP DETAILS). The termination or expiration of this Agreement shall not relieve any party from any liability arising from breach of this Agreement.

14. NO ASSIGNMENT/TIME OF ESSENCE/HEIRS AND ASSIGNS - This Agreement is for the particular services of TRAVEL CONTRACTOR and shall not be assignable by TRAVEL CONTRACTOR in whole or in part without the prior written consent of DISTRICT. Time is of the essence on the performance of each and every provision of this Agreement. The provisions of this Agreement shall extend to be binding upon and inure to the benefit of the heirs, executors, administrators, successors and assigns of the respective parties hereto or of any third party beneficiaries of the Agreement.

15. NO MODIFICATION OF AGREEMENT - This Agreement constitutes the full and complete understanding of the parties on the subject hereof, and supersedes all prior understandings or agreements on that subject. No oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto. No prior or contemporaneous agreements, representations or understandings between TRAVEL CONTRACTOR and any Trip Instructor for any Educational Tour/Field Study Trip that are not set forth herein shall be binding upon DISTRICT. No waiver, modification or amendment of any provision of this Agreement shall be effective unless it is in writing and signed by both parties.

16. NOTICE - Any notices required or permitted hereunder shall be given in writing to the appropriate party at the address specified above or at such other address as the party may have noticed to the other in accordance with this Paragraph. Such notice upon personal delivery shall be deemed given at

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from either commencing the trip or requires the participant's early return from the trip.

11. **GENERAL LIABILITY INSURANCE - TRAVEL CONTRACTOR** shall for the duration of each Educational Tour/Field Study Trip maintain a comprehensive worldwide, general liability policy or policies insuring TRAVEL CONTRACTOR'S activities under this Agreement against risk of loss due to: (a) bodily injury, death or property damage caused by an occurrence arising out of the operation, maintenance or use, including loading and unloading of hired automobile, watercraft or aircraft in TRAVEL CONTRACTOR'S operations; (b) personal injury arising out of TRAVEL CONTRACTOR'S operations, and shall provide emergency medical services to participants while on the Educational Tour/Field Study Trip, and other general trip insurance benefits as specifically set forth in SPECIFIC TRIP DETAILS. If the Educational Tour/Field Study Trip is to travel to locations beyond the continent of the United States, such policy shall be endorsed to provide coverage for planes brought into the United States, for occurrences elsewhere.

LIABILITY INSURANCE - CERTIFICATE OF INSURANCE - TRAVEL CONTRACTOR shall provide the District's Office of Administrative and Business Services with a valid certificate of insurance for each Educational Tour/Field Study Trip naming the District as additional insured with a single limit of liability of not less than \$1,000,000 with evidence that the policy covers the world-wide exposures of each Educational Tour/Field Study Trip. The certificate shall be submitted with the executed AGREEMENT to the Office of Administrative and Business Services at least (15) fifteen working days prior to commencement of the program.

12. **TRAVEL CONTRACTOR INFORMATION AND IDENTIFICATION - TRAVEL CONTRACTOR** shall at all times maintain on file with the DISTRICT an accurate information sheet listing name, address, telephone, facsimile, e-mail, person(s) responsible for assisting the Educational Tour/Field Study Trip.

13. **TERM** - This Agreement shall be effective on the date first noted above when signed by TRAVEL CONTRACTOR and DISTRICT and shall continue in force until terminated. TRAVEL CONTRACTOR may, upon written notice to DISTRICT, cancel any particular Educational Tour/Field Study Trip no later than 45 days prior to the departure of the Educational Tour/Field Study Trip

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have against the DISTRICT, arising out of or in connection with TRAVEL CONTRACTOR'S activities under this Agreement which give rise to personal injury, accident, illness or death, or any loss or damage to property, or any other claim including but not limited to claims based on TRAVEL CONTRACTOR'S failure or refusal to perform in accordance with this Agreement, that results from any cause other than the sole negligence of the DISTRICT.

8. LIQUIDATED DAMAGES - TRAVEL CONTRACTOR acknowledges that the DISTRICT is a non-profit public entity that makes no economic gain on travel arrangements for Educational Tour/Field Study Trips. If TRAVEL CONTRACTOR fails to perform in accordance with the Educational Tour/Field Study Trip set forth in SPECIFIC TRIP DETAILS or in promotional brochures provided by TRAVEL CONTRACTOR to Educational Tour/Field Study Trip participants, such breach may cause hardship to the Educational Tour/Field Study Trip participants. However, from the nature of the case it would be impracticable and difficult to fix the amount of damages sustained by Educational Tour/Field Study Trip participants in the event of any such breach. DISTRICT and TRAVEL CONTRACTOR, therefore, presume that in the event of any such breach by TRAVEL CONTRACTOR the minimum amount of damages that will be sustained by Educational Tour/Field Study Trip participants will be \$100 per trip per participant and that TRAVEL CONTRACTOR shall pay such amount as liquidated damages and not as a penalty, provided, however, that the rights set forth in this Paragraph shall not preclude each Educational Tour/Field Study Trip participant from claiming and from being awarded, upon proper proof thereof, of damages in a greater amount than the liquidated damages amount specified in this Paragraph.

9. TRAVEL AGENTS - All travel agents used by TRAVEL CONTRACTOR to arrange for transportation (or TRAVEL CONTRACTOR itself if it is a travel agency) shall be licensed and bonded by the International Air Transport Association (IATA) and the Air Traffic Conference (ATC) and shall be members of the American Society of Travel Agents (ASTA) or an equivalent professional travel agent's association.

10. TRIP CANCELLATION INSURANCE - TRAVEL CONTRACTOR shall make available to each Educational Tour/Field Study Trip participant trip cancellation insurance that will insure trip participants of trip transportation in spite of accident or illness of any participant that prevents that participant

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particular Educational Tour/Field Study Trip TRAVEL CONTRACTOR shall refund payments within (10) ten days to said Educational Tour/Field Study Trip participants minus any non-recoverable charges or expenses incurred by TRAVEL CONTRACTOR in connection with its provision of travel services for those participants.

5. **RESTRICTION ON TRIP PARTICIPATION** - All Educational Tour/Field Study Trip participants shall be registered in the course related to the Educational Tour Field Study. Though registration is open to the public, some individuals may be denied admission on the basis of academic prerequisites or other constraints. TRAVEL CONTRACTOR SHALL NOT MAKE THE TOUR PACKAGE AVAILABLE TO INDIVIDUALS WHO ARE NOT STUDENTS OF DISTRICT EXCEPT UNDER CONDITIONS ACCEPTED BY THE DISTRICT IN WRITING AND MADE A PART OF THIS AGREEMENT. IN THE EVENT PERSONS WHO ARE NOT DISTRICT STUDENTS SHALL PARTICIPATE IN AN EDUCATIONAL TOUR/FIELD STUDY TRIP WITHOUT DISTRICT PERMISSION, THE TRAVEL CONTRACTOR HEREBY ASSUMES ALL LIABILITY, AS DEFINED IN THIS AGREEMENT, FOR SUCH NON-STUDENT PARTICIPATION." Prior to the departure of any Educational Tour/Field Study Trip, TRAVEL CONTRACTOR shall provide the DISTRICT at the address set forth below with a roster of all Educational Tour/Field Study Trip participants, showing name, address, emergency contact and address, along with the same information for any other persons the DISTRICT has agreed in writing to allow participation in the Educational Tour/Field Study Trip.

6. **EDUCATIONAL TOUR/FIELD STUDY CORRESPONDENCE** - TRAVEL CONTRACTOR shall forward a copy of all correspondence between the TRAVEL CONTRACTOR and any Trip/Instructor/Presenter/Guide of the DISTRICT at the address set forth below.

7. **INDEMNIFICATION** - TRAVEL CONTRACTOR shall protect, hold harmless, indemnify, and defend DISTRICT (including its trustees, officers and employees) from any and all liability as defined in this Paragraph. For purposes of this Agreement, liability means any and all claims, demands, losses, causes of action, suits, or judgments of any and every kind (including reasonable attorney's fees) that any person (including but not limited to Educational Tour/Field Study Trip participants or TRAVEL CONTRACTOR'S employees), or such person's heirs, executors, administrators or assigns may

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material must have the written approval of the DISTRICT administrator responsible for the activity before publication and distribution to the participants of the Educational Tour/Field Study Trip. Such material shall prominently display the statement: "Instructional Activities provided by Saddleback College or Irvine Valley College." All travel arrangements are the responsibility of TRAVEL CONTRACTOR."

4. **PAYMENT BY TRIP PARTICIPANTS** - All payments by Educational Tour/Field Study Trip participants for travel services shall be made directly to TRAVEL CONTRACTOR. All checks drawn by Educational Tour/Field Study Trip participants shall be made to the order of TRAVEL CONTRACTOR'S firm name, or to such other name as TRAVEL CONTRACTOR may direct in writing.

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

TRAVEL CONTRACTOR shall provide to District a detailed itemization of all costs and expenses for each Educational Tour/Field Study Trip. Trip costs and expenses shall include but are not limited to details regarding the extent of free transportation, per diem allowance, incidental support, any direct payment to or prerequisites intended by TRAVEL CONTRACTOR for Trip Instructor. Disclosure of these costs and expenses for each Educational Tour/Field Study Trip shall be labeled "SPECIFIC TRIP DETAILS." Cost figures so disclosed will not be changed, except that costs quoted may be based on tariffs and foreign exchange rates in effect at the time of the quote and may be subject to change without amendment to this Agreement if the possibility of such changes has been disclosed in advance and in writing by TRAVEL CONTRACTOR to the DISTRICT and each participant in the Educational Tour/Field Study Trip. In the event an Educational Tour/Field Study Trip is for any reason cancelled prior to the time of its scheduled departure, TRAVEL CONTRACTOR shall refund in full within (10) ten days, any payments received from Educational Tour/Field Study Trip participants provided, however, that if any Educational Tour/Field Study Trip participants cancel after the date specified for final payment for participation in a

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the time of personal delivery to the signatory of the appropriate party named below, or upon mailing by certified or registered mail three days after the date of such mailing.

17. CONTROLLING LAW - This Agreement is made in California and its terms and conditions shall be construed in accordance with the laws of the State of California, excluding the body of law applicable to conflicts of law. TRAVEL CONTRACTOR warrants and agrees that any suit brought by DISTRICT or any Educational Tour/Field Study Trip participant against TRAVEL CONTRACTOR based upon this Agreement may be brought in any California court of competent jurisdiction.

IN WITNESS WHEREOF, TRAVEL CONTRACTOR and DISTRICT have executed this Agreement to be effective on the day and year first written above.

TRAVEL CONTRACTORDISTRICT

JOURNEYS OF DISCOVERY
SAN DIEGO CA

South Orange County Community
College District

Date: 10/12/04

Date: _____

By: Jim Jurgatt

By: _____
Gary L. Poertner

Title:

Title:

Operations Manager

Deputy Chancellor

Address:

Address:

4025 CAMINO DEL RIO
SOUTH, #200
Phone: (619) 282-3848

28000 Marguerite Parkway
Mission Viejo, California 92692

Phone: (949) 582-4347

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Agenda Item

TO:	Board of Trustees	ITEM:	10
FROM:	Chancellor	DATE:	11-16-04
SUBJECT: SADDLEBACK COLLEGE: CONSULTANT AGREEMENT			
REASON FOR BOARD CONSIDERATION:		APPROVAL	

BACKGROUND

Mr. Willis has been working on the National Science Foundation grant for the last 4 years as a consultant technician. The grant was extended to December 31, 2004, and augmented by \$50,000 to develop additional material for NSF.

STATUS

A consultant agreement has been negotiated with Charles Willis to provide documentation for course syllabi and resource information for Rapid Prototyping Technician training for the NSF Grant. This work will be for the period of November 1, 2004, through December 31, 2004 for an amount not to exceed \$11,100, as shown in Exhibit A. The NSF Grant supports this contract. There is no expenditure from the General Fund.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the Consultant Agreement with Charles Willis for an amount not to exceed \$11,100, as shown in Exhibit A.

Item Submitted by:	Dr. Richard D. McCullough, President		
Item Review by:	Dr. Raghu P. Mathur, Chancellor		
Final Disposition:			Vote

INDEPENDENT CONTRACTOR/CONSULTANT AGREEMENT

This Agreement is made and entered into this 1st day of November, 2004 between:
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, California 92692-3635
Telephone (949) 582-4664
Requisition # RD05-01030

hereinafter called DISTRICT, and

(Name of Consultant): Charles Willis
(Street Address): 6258 Anvil Lake Ave.
(City, State, Zip Code): San Diego, CA 92119
(Telephone #): (619) 607-7141

hereinafter called CONSULTANT.

WHEREAS, the DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ an independent contractor specially trained to perform special services required; and

WHEREAS, the CONSULTANT is specially trained and experienced and competent to perform the special consultant services pursuant to this agreement.

The parties agree as follows:

1. The period of this Agreement shall be from 10/15/04 to 6/30/05 inclusive. The DISTRICT shall have the discretion to terminate this contract by providing CONSULTANT 60 days prior written notice.
2. The CONSULTANT shall, at times and places designated by it and acceptable to the DISTRICT perform the following services:
Prepare documentation for course syllabi and resource information on the NSF Grant.

3. The DISTRICT shall pay the CONSULTANT \$35.00 an hour, not to exceed \$11,100.00 for services specified above, plus DISTRICT shall reimburse the following expenses (-0-) not to exceed \$0.00 in accordance with the South Orange County Community College District guidelines. The total contract amount is \$11,100. Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by Ken Patton, payment will be made.
4. The DISTRICT shall not be liable to the CONSULTANT for personal injury or property damage sustained by him/her in the performance of this contract, whether caused by himself/herself, the DISTRICT, its officers, agents or employees, or by any third party. CONSULTANT agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
5. While performing service hereunder, the CONSULTANT is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
6. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

WITNESS the parties hereto the day and year first above written:

Consultant

South Orange County Community College District

Signature: Charles G. Willis

Signature: _____

By: Charles G. Willis

By: Gary Poertner

Title: Consultant

Title: Deputy Chancellor

Date: November 1, 2004

Date: _____

Contact Person: Charles G. Willis

College Contact Person: _____

Charles G. Willis
6258 Anvil Lake Ave.
San Diego, CA 92119
619-463-4148
c.willis@cox.net

Experience:

RPT & Associates
Associate/Consultant

San Diego, CA
1/04 to Present

- Provide consulting services for rapid prototyping industry

Advanced Technology Centers
at San Diego City College

San Diego, CA
6/99 to 12/03

Virtual Technologies Analyst

- Install, configure, and manage Windows NT 4, Windows 2000, and Linux servers.
- Support network users and student computer labs running Windows 98, NT 4, 2000, and XP workstations.
- Research, purchase, install and manage hubs, switches, router, and print server equipment and auxiliary hardware and software.
- Install new Category 5 and Fiber Optic cabling and wire management systems for network and telephone systems.
- Maintained existing wiring for network and telephone systems.
- Responsible for implementing new telephony equipment including punch blocks and PBX.
- Provide telephone support and generate trouble tickets for users via help desk.
- Keep maintenance records for computers and telephone equipment.
- Provide maintenance for; setup, and operate Rapid Prototyping equipment.
- Responsible for inputting, tracking, and updating records for state-required reporting using Microsoft Office applications and statewide online data collection system.
- Co-author of curriculum in Rapid Prototyping for the California Community College Chancellors office and the National Science Foundation.

Tackett Consulting

San Diego, CA

Multimedia Equipment Technician

9/97 to 6/99

- Install, configure, and manage Windows NT 4 networks used to provide streaming multimedia and Internet services to remote boot workstations.
- Assisted in research, planning and implementation new methods to stream multimedia.
- Kept maintenance records for computers and multimedia equipment.
- Provide telephone support and generate trouble tickets for users via help desk.

PETCO Animal Supplies Assistant Manager

San Diego, CA
6/94 to 7/97

- Greeted customers on sales floor and recommended merchandise to meet their needs.
- Demonstrated and explained products to customers.
- Prepared sales slips, received payment, and obtained credit authorization.
- Expedited communication between upper level management and general personnel.
- Placed new merchandise on display and took inventory of stock in store.
- Maintained close contact with various vendors.
- Selected twice as Employee of the Month.

Education:

Lucent Technologies Category 5 and Fiber optic Applications and Installation

San Diego, CA
1999

- Received certifications.

Grossmont community College General Education and Computer Science

El Cajon, CA
1993 to 1996

- Area of concentration: Computer Science.
- Significant courses included: Operating Systems (DOS, Windows, and UNIX); Applications (Microsoft Word, Excel); and Internet (using the internet, web design).

Patrick Henry High School General education

San Diego, CA
1991 to 1993

- Diploma

References:

Ed Tackett

Manager

(619) 388-3717

etackett@cact-sd.org

Steve Lee

Manager

(619) 388-3482

slee@cact-sd.org

James Arnott

Co-worker

(619) 388-3081

jarnott@cact-sd.org

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Agenda Item

TO: Board of Trustees	ITEM: 11
FROM: Chancellor	DATE: 11-16-04
SUBJECT: SADDLEBACK COLLEGE: CONSULTANT AGREEMENT	
REASON FOR BOARD CONSIDERATION: APPROVAL	

BACKGROUND

Mr. James Arnott has been working on the National Science Foundation grant for the past four years. The foundation has augmented the budget by \$50,000 and extended the performance period to December 31, 2004. NSF has requested the development of additional material for the project. Mr. Arnott will be providing the data documentation for the new material.

STATUS

A consultant agreement has been negotiated with James Arnott to provide documentation for course syllabi and resource information for Rapid Prototyping Technician training for the NSF Grant. This work will be for the period of November 1, 2004, through December 31, 2004 for an amount not to exceed \$11,100, as shown in Exhibit A. The NSF Grant supports this contract. There is no expenditure from the General Fund.

RECOMMENDATION

The Chancellor recommends the Board of Trustees approve the Consultant Agreement with James Arnott for an amount not to exceed \$11,100, as shown in Exhibit A.

Item Submitted by: Dr. Richard D. McCullough, President	
Item Review by: Dr. Raghu P. Mathur, Chancellor	
Final Disposition:	Vote

INDEPENDENT CONTRACTOR/CONSULTANT AGREEMENT

This Agreement is made and entered into this 15th day of October, 2004 between:

South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, California 92692-3635
Telephone (949) 582-4664
Requisition # RD05-01031

hereinafter called DISTRICT, and

(Name of Consultant): **James Arnott**
(Street Address): **2845 Landis Street**
(City, State, Zip Code): **San Diego, CA 92104**
(Telephone #): **619-819-8754**

hereinafter called CONSULTANT.

WHEREAS, the DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ an independent contractor specially trained to perform special services required; and

WHEREAS, the CONSULTANT is specially trained and experienced and competent to perform the special consultant services pursuant to this agreement.

The parties agree as follows:

1. The period of this Agreement shall be from 10/15/04 to 6/30/05, inclusive. The DISTRICT shall have the discretion to terminate this contract by providing CONSULTANT 60 days prior written notice.
2. The CONSULTANT shall, at times and places designated by it and acceptable to the DISTRICT perform the following services:
Prepare documentation for course syllabi and resource information on the NSF Grant.
3. The DISTRICT shall pay the CONSULTANT **\$35.00** an hour, not to exceed **\$11,100.00** for services specified above, plus DISTRICT shall reimburse the following expenses (-0-) not to exceed **\$0.00** in accordance with the South Orange County Community College District guidelines. The total contract amount is \$11,100. Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by **Ken Patton**, payment will be made.
4. The DISTRICT shall not be liable to the CONSULTANT for personal injury or property damage sustained by him/her in the performance of this contract, whether caused by himself/herself, the DISTRICT, its officers, agents or employees, or by any third party. CONSULTANT agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
5. While performing service hereunder, the CONSULTANT is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
6. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

WITNESS the parties hereto the day and year first above written:

Consultant

South Orange County Community College District

Signature: James Arnott

Signature: _____

By: James Arnott

By: Gary Poertner

Title: Consultant

Title: Deputy Chancellor

Date: NOV-1-2004

Date: _____

Contact Person: _____

College Contact Person: _____

James R. Arnott
2845 Landis Street
San Diego, CA 92104
(619) 819-8754
j.arnott@cox.net

EXPERIENCE 1/04 - Present RPT & Associates San Diego, CA
Associate/Consultant

- Provide consulting services for rapid prototyping industry.

9/99-12/03 Advanced Technology Centers San Diego, CA
Virtual Enterprise Analyst

- Operate, repair and maintain equipment for rapid prototyping lab.
- Research and develop new applications and processes for use with rapid prototyping.
- Responsible for a wide range of network operations including daily tape backup, server maintenance, user account management, software/hardware troubleshooting, and network/telephone connectivity.
- Provide desktop support and troubleshooting for more than 60 network connected workstations in office and computer lab environments. Proficient in troubleshooting Microsoft Windows 95, 98, 2000, XP and NT 4 as well as Apple Mac OS 8, 9 and X.
- Research, recommend and purchase network hardware and services ranging from backup solutions to Internet service providers.
- Develop and implement a website and several revisions of the main website for the Advanced Technology Centers as well as several specialized intranet sites. I am experienced in the use of many web site development software programs.

6/99-7/99 Maverick Computers La Grande, OR
Technician

- Assemble, troubleshoot, repair and upgrade new and used computers for retail customers.
- Provide telephone support and preliminary telephone diagnosis of computer problems for customers.

EDUCATION 11/2003 Microsoft Certification
• Microsoft Certified Desktop Support Technician for Windows XP

6/2003 Microsoft Certification
• Microsoft Certified Professional – Windows 2000 Professional

5/1999 Union High School Union, OR
• Diploma – 3.05GPA

References are available upon request.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	12
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT: SADDLEBACK COLLEGE CONSULTANT AGREEMENT			
AMENDMENT TO DEAFINITELY PROFESSIONAL INTERPRETING SERVICES CONTRACT			
REASON FOR BOARD CONSIDERATION:		APPROVAL	

BACKGROUND

The Special Services Program at Saddleback College is charged with the responsibility of providing interpreter services for deaf students enrolled at Saddleback College to enable the hearing-impaired to succeed in their courses. Interpreter services for the hearing impaired are required by federal and state statute. Categorical funds may be expended to hire interpreters.

STATUS

DEAFinitely Professional Interpreting Services, a subdivision of Goodwill Industries of Orange County, has indicated a willingness to work with the Special Services Program to place interpreters at Saddleback College on an as-needed basis at a rate of \$50.00 per hour. The original contract, which was approved by the Board of Trustees on September 27, 2004, in the amount of \$4,900, anticipated that 98 hours would be needed during the 2004-2005 academic year. It is now anticipated that an additional 423 hours will be needed during the 2004-2005 academic year. The number of students needing interpreting services, required by law, has increased by 63%. Twenty-two more courses multiplied by \$50-\$100 per hour. This is an amendment to increase this contract by \$21,180. Categorical funds in the amount of \$21,180 have been budgeted for this expenditure.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve a contract with DEAFinitely Professional Interpreting Services, a subdivision of Goodwill Industries of Orange County to act as a referral source for interpreter services on an as-needed basis for an amount not to exceed \$26,080.

Item Submitted By: Dr. Richard D. McCullough, President
Item Reviewed By: Dr. Raghu P. Mathur, Chancellor
Final Disposition: Vote :

Instructions for Processing Contractor and Consultant Agreements

GENERAL AGREEMENT INFORMATION

1. Review and consider "Criteria for Distinguishing Between Employees and Independent Contractors" and IRS "Questionnaire For Hiring Independent Contractors" following these Instructions to determine whether the relationship is one of an employee or contractor.
2. **An employee may not be paid as a consultant or contractor.**
3. A Consultant/Contractor must have an independent business with its own tax I.D. Number.
4. Prior employees must be terminated by the District and not eligible for a W-2 at the calendar year end. *An employer may not issue a W-2 and a 1099 in the same calendar year to one individual.*
5. **Deputy Chancellor Gary Poertner, is the authorized signatory for all agreements.**
6. Agreements under \$5,000 will be submitted for board approval through the Deputy Chancellor's office.
7. Agreements of \$5,000 and above must be submitted for board approval through your college's established procedures.
8. You must use the approved District agreement form (*see sample*). All other agreements must be submitted for legal review.

HOW TO PROCESS CONSULTANT AND CONTRACTOR AGREEMENTS WITH A TOTAL DOLLAR AMOUNT OF UNDER \$5,000.

- ✚ Step 1. Fill in the District approved agreement. (*See sample on the following page*). Be sure to enter the requisition number on the agreement. Contact the budget manager at your college, if you have any questions.
- ✚ Step 2. Send completed unsigned agreement **and** approved requisition to Cheryl Clavel in the Deputy Chancellor's office. The agreement will be signed by Deputy Chancellor Gary Poertner and mailed to the consultant from the Deputy Chancellor's office with instructions to the contractor or consultant to: 1) complete the enclosed W-9 form; 2) sign agreement; and 3) return 1 original agreement and W-9 form to the Deputy Chancellor's office. When agreement and W-9 form are received from the consultant they will be forwarded to Accounts Payable and the requisition will be forwarded to Purchasing for processing.
- ✚ Step 3. Submit invoice(s) for payment as per agreed upon schedule shown in agreement.
 - a. Designated department staff must sign invoice to verify the work was completed and is ready for payment.
 - b. Write requisition number on invoice.
- ✚ Step 4. Receipts are required to reimburse the consultant for any expenses.
 - a. All expenses to be paid to the consultant **MUST** be shown on agreement.
 - b. All expenses **MUST** be paid on same requisition as agreement payment.
 - c. Lodging, airfare, car rental, registration fees, mileage, etc. are typically borne by the consultant and used by the consultant as a deduction for tax purposes. It would be **unusual** for the District to pay a consultant for any expenses.
 - d. All expenses paid will be shown on the consultant's 1099 form as income.

Instructions for Processing Contractor and Consultant Agreements

HOW TO PROCESS CONSULTANT AND CONTRACTOR AGREEMENTS WITH A TOTAL DOLLAR AMOUNT OF \$5,000 AND OVER.

- ✦ Step 1. Process board agenda item for Consultants/Contractors agreement through established procedures at the college. Include, as part of your board agenda item, a completed but unsigned agreement marked as "Exhibit A". Submit original agreement and requisition to Deputy Chancellor's office.
- ✦ Step 2. If agreement is Board approved it will be signed by Deputy Chancellor Gary Poertner and processed as in Step 2 above. If the agreement is not approved by the Board it will be returned to the college budget manager.

REQUISITION

- Be sure the requisition includes the following information, when appropriate:
 - a. Dates of service
 - b. Services to be performed
 - c. Hourly rate
 - d. Amount not to exceed
 - e. Total agreement amount
 - f. Expenses to be paid by the District, if shown on agreement
 - g. Required signature

INVOICE

- A consultant/contractor's invoice must show the terms as stated on the agreement.
Such as:
 - a. Dates of service
 - b. Services performed
 - c. Hourly rate
 - d. Amount requested for payment
 - e. Expenses to be paid, if shown on agreement (must attach receipts)

CRITERIA FOR DISTINGUISHING BETWEEN EMPLOYEES AND INDEPENDENT CONTRACTORS

A frequent source of confusion is the criteria that should be used in distinguishing whether a person performing services is an employee or a consultant (independent contractor). The Common Law Rule used by the Internal Revenue Services and Social Security to determine employee/employer relationships states:

“A Worker is an employee under the common law rules if the person for whom he works has the right to direct and control him in the way he works, both as to the final results and as to the details of when, where and how the work is to be done. The employer need not actually exercise the control; it is sufficient that he has the right to do so. Where the employer does not possess that right, the individual involved is an independent contractor, not an employee”.

In addition, the following is a list of some of the factors that might be considered:

- A. A person who is required to comply with instructions about when, where and how he is to work is ordinarily an employee.
- B. Training of an individual by an experienced employee who works with him is a factor of control because it indicates that the employer wants the services performed in a particular method or manner. Independent contractors ordinarily use their own methods and receive no training from the one who purchases their services.
- C. The establishment of set hours of work by the employer is a factor indicative of control.
- D. The furnishing of tools, materials and the like by the employer is indicative of control over the worker.
- E. The right to discharge is an important factor in determining whether the one possessing that right is an employer of an employee. He exercises control through threat of dismissal. An independent contractor, on the other hand, cannot be fired so long as he produces a result that measures up to his contract specifications. The fact that a right to discharge may be limited under a collective bargaining agreement does not detract from the existence of an employer/employee relationship. Compensation for consultant contracts should be as a fee for services performed, a report completed, etc., and should not include any employee type fringe benefits.

NOTE: An assignment of a District employee who agrees to perform additional services is to be processed as an employee for all purposes, even if the additional services are not related to regular duties. If, however, a regular employee maintains a formal consulting firm or is a member of a company or consulting firm, he/she may work as such and be compensated through the outside vendor. In such cases, the employee must be prepared to validate that their relationship with an outside vendor is legitimate. If the person is a retiree, he/she must be prepared to validate his/her independent contractor status or be subject to losing his/her retirement status if the maximum allowed earnings as an employee is exceeded.

QUESTIONNAIRE FOR HIRING INDEPENDENT CONTRACTORS
(In Accordance with IRS Regulations)

IRS QUESTIONNAIRE – PART I

CONTRACTOR/CONSULTANT NAME: _____

1. **Has this category of worker been classified as an “employee” by the IRS?** ☐ Yes ☐ No

Refer to the guidelines for employing “Independent Contractor Consultants” for categories of jobs listed in IRS Publication SWR 40 and others identified during a recent IRS compliance audit to determine if the individual you are contemplating establishing a contractual relationship with has been determined by the IRS to be properly classified as an employee.

2. **Is the individual working as an employee as prescribed by the Education Code?** ☐ Yes ☐ No

Education Code Sections 88000-88040 define what constitutes the classified service. Education Code Sections 72411, 87600-87612 define academic service. The IRS predisposes an employer/employee relationship when state law mandates such a relationship.

3. **Is the individual an employee of the District in another capacity?** ☐ Yes ☐ No

4. **Has the individual performed substantially the same services for the District as an employee in the past?** ☐ Yes ☐ No

Watch for former employees who are returning to work.

5. **Are there currently employees of the District doing substantially the same work as will be required of the individual you are hiring?** ☐ Yes ☐ No

6. **Will the District have the legal right to control the method of performance by this individual?** ☐ Yes ☐ No

Consider whether the District will train the individual or give instruction as to how the job gets done rather than to the end result. Is the individual required to obtain approval before taking certain action? It doesn't matter if the employer allows freedom of action in the work. Just the fact that the employer has the legal right to control the method and result of the work is enough to show an employer-employee relationship.

7. **Are the services, as being provided an integral part of District operations?** ☐ Yes ☐ No

Are the services provided necessary to the operations of the District's programs, projects, etc? This indicates the District has an interest in the method of performance and implies maintenance of legal control.

If the answer to any of the above questions is **YES** ---- **STOP HERE**

Do not complete the rest of the questions. The individual is an employee of the District and must be paid and reported accordingly. If all of the above are **NO** continue to **PART II**.

IRS QUESTIONNAIRE – PART II

CONTRACTOR/CONSULTANT NAME: _____

8. Will all the work be performed by this individual? ☐ Yes ☐ No

Consider whether or not the individual has the right to designate someone else to do the work without District approval.

9. Does the District have a continuing relationship with this individual? ☐ Yes ☐ No

If an individual is engaged with the expectation that the relationship will continue indefinitely, rather than for a specific project or period, this is generally considered evidence of their intent to create an employment relationship.

10. Can this relationship be terminated without the consent of both parties? ☐ Yes ☐ No

Independent contractors have contractual obligations to fill.

11. Does the individual operate an independent trade or business that is available to the general public? ☐ Yes ☐ No

The individual should be able to provide a list of previous clients they have served.

NOTE: Possession of a business license or incorporation does not automatically satisfy this requirement. The determination must be made on the actual relationship between the District and the individual performing the work.

12. Will the individual provide all materials and support services necessary for the performance of the service? ☐ Yes ☐ No

The District should not be providing office space on a regular basis, clerical, secretarial or other support for the individual such as materials, copying, printing, office supplies, etc. Any necessary assistance should be provided by the individual.

13. Is the individual paid by the job OR upon completion and acceptance of the work as a whole OR milestones identified in the contract? ☐ Yes ☐ No

Performance of a task for a flat fee is generally evidence of an independent contractor relationship, especially if the worker incurs the expense of performing the services. When payments are made (daily, weekly, or monthly) is not relevant.

14. Will the individual bear the cost of any travel and business expenses incurred to perform the work? ☐ Yes ☐ No

Generally the individual will pay the cost of any travel and business expenses incurred to perform the work. However, some agreements may be made to provide for payment of airfare, mileage, etc. for consultants.

INDEPENDENT CONTRACTOR/CONSULTANT AGREEMENT

This Amendment to the Agreement is made and entered into this 14th day of October, 2004 between:

South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, California 92692-3635
Telephone (949) 582-4664
Requisition #RB05-00527

hereinafter called DISTRICT, and

(Name of Consultant): DEAFinitely Professional Interpreting Services a sub
division of Goodwill Industries of Orange County

(Street Address): 200 N. Fairview
(City, State, Zip Code): Santa Ana, CA 92703
(Telephone #): (714) 547-6308 Ext. 357

hereinafter called CONSULTANT.

WHEREAS, the DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ an independent contractor specially trained to perform special services required; and

WHEREAS, the CONSULTANT is specially trained and experienced and competent to perform the special consultant services pursuant to this agreement.

The parties agree as follows:

1. The period of this Agreement shall be from August, 2004 to June 30, 2005, inclusive. The DISTRICT shall have the discretion to terminate this contract by providing CONSULTANT 30 days prior written notice.
2. The CONSULTANT shall, at times and places designated by it and acceptable to the DISTRICT perform the following services:
See attached job duties.

3. The DISTRICT shall pay the CONSULTANT \$50.00 an hour, not to exceed \$26,080.00 for services specified above, plus DISTRICT shall reimburse the following expenses (none) not to exceed \$0.00 in accordance with the South Orange County Community College District guidelines. The total contract amount is \$26,080. Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by Randy Anderson, payment will be made.
4. The DISTRICT shall not be liable to the CONSULTANT for personal injury or property damage sustained by him/her in the performance of this contract, whether caused by himself/herself, the DISTRICT, its officers, agents or employees, or by any third party. CONSULTANT agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
5. While performing service hereunder, the CONSULTANT is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
6. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

WITNESS the parties hereto the day and year first above written:

Consultant

South Orange County Community College District

Signature: _____

Signature: _____

By: _____

By: Gary Poertner

Title: Consultant

Title: Deputy Chancellor

Date: _____

Date: _____

Contact Person: _____

College Contact Person: _____

DEAFinitely Professional Interpreting Services
Job Duties

1. At the time the interpreter request is made, District shall relay the following information:
 - a. Name and phone number of person placing the request.
 - b. Date, time, and duration interpreting services are needed.
 - c. The deaf person's name and medical number if applicable.
 - d. Nature of interpreting assignment.
 - e. Location of assignment, address, city and major cross streets.
 - f. Person to whom interpreter reports to and phone number.
2. The DISTRICT shall pay the CONSULTANT as provided for below upon completion of the services provided for hereof.
 - a. An hourly rate of \$50.00 for total hours scheduled with a minimum of two hours, per interpreter during business hours 7:00 a.m. to 5:00 p.m. Monday through Friday, excluding CONSULTANT holidays. If assignment runs over the scheduled time, DISTRICT will be charged in half-hour increments.
 - b. An hourly rate of \$55.00 for total hours scheduled, with a minimum of two hours, per interpreter outside of business hours 5:01p.m. to 6:59 a.m., and on CONSULTANT holidays. The need for two interpreters will be determined at the time of District request and used when agreed upon by both District and Consultant. If assignment runs over the scheduled time, DISTRICT will be charged in half-hour increments.
3. The CONSULTANT shall assume all expenses, including but not limited to travel expenses incurred by him/her in connection with performance hereunder.
4. Notify Consultant of a cancellation of an assignment by giving a 24-hour advanced notice of cancellation (excluding weekends and Consultant holidays). In the event the cancellation is not made within the time frame required, the District will be billed for the total number of hours scheduled, per interpreter scheduled. All cancellations must be made directly with Consultant's staff. Cancellation notification given to the interpreter will not be acceptable.
5. Call Consultant immediately if an interpreter is more than ten (10) minutes late for the scheduled appointment.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	13
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT: CONSULTANT AGREEMENT - AMENDMENT TO QUICK CAPTION CONTRACT			
REASON FOR BOARD CONSIDERATION:			APPROVAL

BACKGROUND

The Special Services Program at Saddleback College is charged with the responsibility of providing real time captioning services for deaf and hearing-impaired students enrolled at Saddleback College to enable these students to succeed in their courses. Real time captioning services for the deaf and hearing impaired are required by federal and state statute. Categorical funds may be expended to hire real time captionists.

STATUS

Quick Caption has indicated a willingness to work with the Special Services Program to place real time captionists at Saddleback College on an as-needed basis at a rate of \$45 per hour. The original contract, which was approved by the Board of Trustees on September 27, 2004, in the amount of \$4,500 anticipated that 100 hours would be needed during the 2004-2005 academic year. It is now anticipated that an additional 125 hours will be needed during the 2004-2005 academic year. The number of students requiring live captioning at \$50.00 per hour, as an accommodation has increased from five hours to twenty-five hours per week. These services are required to be provided by state and federal laws. This is an amendment to increase this contract by \$5,640. Categorical funds in the amount of \$5,640 have been budgeted for this expenditure.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve a contract with Quick Caption to act as a referral source for real time captioning services on an as-needed basis for an amount not to exceed \$10,140.

Item Submitted By:	Dr. Richard D. McCullough, President
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote :

Instructions for Processing Contractor and Consultant Agreements

GENERAL AGREEMENT INFORMATION

1. Review and consider "Criteria for Distinguishing Between Employees and Independent Contractors" and IRS "Questionnaire For Hiring Independent Contractors" following these Instructions to determine whether the relationship is one of an employee or contractor.
2. **An employee may not be paid as a consultant or contractor.**
3. A Consultant/Contractor must have an independent business with its own tax I.D. Number.
4. Prior employees must be terminated by the District and not eligible for a W-2 at the calendar year end. *An employer may not issue a W-2 and a 1099 in the same calendar year to one individual.*
5. **Deputy Chancellor Gary Poertner, is the authorized signatory for all agreements.**
6. Agreements under \$5,000 will be submitted for board approval through the Deputy Chancellor's office.
7. Agreements of \$5,000 and above must be submitted for board approval through your college's established procedures.
8. You must use the approved District agreement form (*see sample*). All other agreements must be submitted for legal review.

HOW TO PROCESS CONSULTANT AND CONTRACTOR AGREEMENTS WITH A TOTAL DOLLAR AMOUNT OF UNDER \$5,000.

- ✚ Step 1. Fill in the District approved agreement. (*See sample on the following page*). Be sure to enter the requisition number on the agreement. Contact the budget manager at your college, if you have any questions.
- ✚ Step 2. Send completed unsigned agreement **and** approved requisition to Cheryl Clavel in the Deputy Chancellor's office. The agreement will be signed by Deputy Chancellor Gary Poertner and mailed to the consultant from the Deputy Chancellor's office with instructions to the contractor or consultant to: 1) complete the enclosed W-9 form; 2) sign agreement; and 3) return 1 original agreement and W-9 form to the Deputy Chancellor's office. When agreement and W-9 form are received from the consultant they will be forwarded to Accounts Payable and the requisition will be forwarded to Purchasing for processing.
- ✚ Step 3. Submit invoice(s) for payment as per agreed upon schedule shown in agreement.
 - a. Designated department staff must sign invoice to verify the work was completed and is ready for payment.
 - b. Write requisition number on invoice.
- ✚ Step 4. Receipts are required to reimburse the consultant for any expenses.
 - a. All expenses to be paid to the consultant **MUST** be shown on agreement.
 - b. All expenses **MUST** be paid on same requisition as agreement payment.
 - c. Lodging, airfare, car rental, registration fees, mileage, etc. are typically borne by the consultant and used by the consultant as a deduction for tax purposes. It would be **unusual** for the District to pay a consultant for any expenses.
 - d. All expenses paid will be shown on the consultant's 1099 form as income.

Instructions for Processing Contractor and Consultant Agreements

HOW TO PROCESS CONSULTANT AND CONTRACTOR AGREEMENTS WITH A TOTAL DOLLAR AMOUNT OF \$5,000 AND OVER.

- ✦ Step 1. Process board agenda item for Consultants/Contractors agreement through established procedures at the college. Include, as part of your board agenda item, a completed but unsigned agreement marked as "Exhibit A". Submit original agreement and requisition to Deputy Chancellor's office.
- ✦ Step 2. If agreement is Board approved it will be signed by Deputy Chancellor Gary Poertner and processed as in Step 2 above. If the agreement is not approved by the Board it will be returned to the college budget manager.

REQUISITION

- Be sure the requisition includes the following information, when appropriate:
 - a. Dates of service
 - b. Services to be performed
 - c. Hourly rate
 - d. Amount not to exceed
 - e. Total agreement amount
 - f. Expenses to be paid by the District, if shown on agreement
 - g. Required signature

INVOICE

- A consultant/contractor's invoice must show the terms as stated on the agreement.
Such as:
 - a. Dates of service
 - b. Services performed
 - c. Hourly rate
 - d. Amount requested for payment
 - e. Expenses to be paid, if shown on agreement (must attach receipts)

CRITERIA FOR DISTINGUISHING BETWEEN EMPLOYEES AND INDEPENDENT CONTRACTORS

A frequent source of confusion is the criteria that should be used in distinguishing whether a person performing services is an employee or a consultant (independent contractor). The Common Law Rule used by the Internal Revenue Services and Social Security to determine employee/employer relationships states:

“A Worker is an employee under the common law rules if the person for whom he works has the right to direct and control him in the way he works, both as to the final results and as to the details of when, where and how the work is to be done. The employer need not actually exercise the control; it is sufficient that he has the right to do so. Where the employer does not possess that right, the individual involved is an independent contractor, not an employee”.

In addition, the following is a list of some of the factors that might be considered:

- A. A person who is required to comply with instructions about when, where and how he is to work is ordinarily an employee.
- B. Training of an individual by an experienced employee who works with him is a factor of control because it indicates that the employer wants the services performed in a particular method or manner. Independent contractors ordinarily use their own methods and receive no training from the one who purchases their services.
- C. The establishment of set hours of work by the employer is a factor indicative of control.
- D. The furnishing of tools, materials and the like by the employer is indicative of control over the worker.
- E. The right to discharge is an important factor in determining whether the one possessing that right is an employer of an employee. He exercises control through threat of dismissal. An independent contractor, on the other hand, cannot be fired so long as he produces a result that measures up to his contract specifications. The fact that a right to discharge may be limited under a collective bargaining agreement does not detract from the existence of an employer/employee relationship. Compensation for consultant contracts should be as a fee for services performed, a report completed, etc., and should not include any employee type fringe benefits.

NOTE: An assignment of a District employee who agrees to perform additional services is to be processed as an employee for all purposes, even if the additional services are not related to regular duties. If, however, a regular employee maintains a formal consulting firm or is a member of a company or consulting firm, he/she may work as such and be compensated through the outside vendor. In such cases, the employee must be prepared to validate that their relationship with an outside vendor is legitimate. If the person is a retiree, he/she must be prepared to validate his/her independent contractor status or be subject to losing his/her retirement status if the maximum allowed earnings as an employee is exceeded.

QUESTIONNAIRE FOR HIRING INDEPENDENT CONTRACTORS
(In Accordance with IRS Regulations)

IRS QUESTIONNAIRE – PART I

CONTRACTOR/CONSULTANT NAME: _____

1. **Has this category of worker been classified as an “employee” by the IRS?** ☐ Yes ☐ No

Refer to the guidelines for employing “Independent Contractor Consultants” for categories of jobs listed in IRS Publication SWR 40 and others identified during a recent IRS compliance audit to determine if the individual you are contemplating establishing a contractual relationship with has been determined by the IRS to be properly classified as an employee.

2. **Is the individual working as an employee as prescribed by the Education Code?** ☐ Yes ☐ No

Education Code Sections 88000-88040 define what constitutes the classified service. Education Code Sections 72411, 87600-87612 define academic service. The IRS predisposes an employer/employee relationship when state law mandates such a relationship.

3. **Is the individual an employee of the District in another capacity?** ☐ Yes ☐ No

4. **Has the individual performed substantially the same services for the District as an employee in the past?** ☐ Yes ☐ No

Watch for former employees who are returning to work.

5. **Are there currently employees of the District doing substantially the same work as will be required of the individual you are hiring?** ☐ Yes ☐ No

6. **Will the District have the legal right to control the method of performance by this individual?** ☐ Yes ☐ No

Consider whether the District will train the individual or give instruction as to how the job gets done rather than to the end result. Is the individual required to obtain approval before taking certain action? It doesn't matter if the employer allows freedom of action in the work. Just the fact that the employer has the legal right to control the method and result of the work is enough to show an employer-employee relationship.

7. **Are the services, as being provided an integral part of District operations?** ☐ Yes ☐ No

Are the services provided necessary to the operations of the District's programs, projects, etc? This indicates the District has an interest in the method of performance and implies maintenance of legal control.

If the answer to any of the above questions is **YES** - - - -**STOP HERE**

Do not complete the rest of the questions. The individual is an employee of the District and must be paid and reported accordingly. If all of the above are **NO** continue to **PART II**.

IRS QUESTIONNAIRE – PART II

CONTRACTOR/CONSULTANT NAME: _____

8. **Will all the work be performed by this individual?** ☐ Yes ☐ No

Consider whether or not the individual has the right to designate someone else to do the work without District approval.

9. **Does the District have a continuing relationship with this individual?** ☐ Yes ☐ No

If an individual is engaged with the expectation that the relationship will continue indefinitely, rather than for a specific project or period, this is generally considered evidence of their intent to create an employment relationship.

10. **Can this relationship be terminated without the consent of both parties?** ☐ Yes ☐ No

Independent contractors have contractual obligations to fill.

11. **Does the individual operate an independent trade or business that is available to the general public?** ☐ Yes ☐ No

The individual should be able to provide a list of previous clients they have served.

NOTE: Possession of a business license or incorporation does not automatically satisfy this requirement. The determination must be made on the actual relationship between the District and the individual performing the work.

12. **Will the individual provide all materials and support services necessary for the performance of the service?** ☐ Yes ☐ No

The District should not be providing office space on a regular basis, clerical, secretarial or other support for the individual such as materials, copying, printing, office supplies, etc. Any necessary assistance should be provided by the individual.

13. **Is the individual paid by the job OR upon completion and acceptance of the work as a whole OR milestones identified in the contract?** ☐ Yes ☐ No

Performance of a task for a flat fee is generally evidence of an independent contractor relationship, especially if the worker incurs the expense of performing the services. When payments are made (daily, weekly, or monthly) is not relevant.

14. **Will the individual bear the cost of any travel and business expenses incurred to perform the work?** ☐ Yes ☐ No

Generally the individual will pay the cost of any travel and business expenses incurred to perform the work. However, some agreements may be made to provide for payment of airfare, mileage, etc. for consultants.

INDEPENDENT CONTRACTOR/CONSULTANT AGREEMENT

This Amendment to the Agreement is made and entered into this 14th day of October, 2004 between:

South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, California 92692-3635
Telephone (949) 582-4664
Requisition #RB05-00783

hereinafter called DISTRICT, and

(Name of Consultant): **Quick Caption**
(Street Address): **2374 Arroyo Drive**
(City, State, Zip Code): **Riverside, CA 92506**
(Telephone #): **(909)536-0850**

hereinafter called CONSULTANT.

WHEREAS, the DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ an independent contractor specially trained to perform special services required; and

WHEREAS, the CONSULTANT is specially trained and experienced and competent to perform the special consultant services pursuant to this agreement.

The parties agree as follows:

1. The period of this Agreement shall be from **August, 2004** to **June 30, 2005**, inclusive. The DISTRICT shall have the discretion to terminate this contract by providing CONSULTANT **30** days prior written notice.
2. The CONSULTANT shall, at times and places designated by it and acceptable to the DISTRICT perform the following services:
See attached job duties.

3. The DISTRICT shall pay the CONSULTANT **\$45.00** an hour, not to exceed **\$10,140.00** for services specified above, plus DISTRICT shall reimburse the following expenses (none) not to exceed **\$0.00** in accordance with the South Orange County Community College District guidelines. The total contract amount is \$10,140. Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by Randy Anderson, payment will be made.
4. The DISTRICT shall not be liable to the CONSULTANT for personal injury or property damage sustained by him/her in the performance of this contract, whether caused by himself/herself, the DISTRICT, its officers, agents or employees, or by any third party. CONSULTANT agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
5. While performing service hereunder, the CONSULTANT is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
6. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

WITNESS the parties hereto the day and year first above written:

Consultant

South Orange County Community College District

Signature: _____

Signature: _____

By: _____

By: Gary Poertner

Title: Consultant

Title: Deputy Chancellor

Date: _____

Date: _____

Contact Person: _____

College Contact Person: _____

Quick Caption
Job Duties

1. The CONSULTANT shall, at times and places designate by it and acceptable to the DISTRICT, perform real time captioning services at the request of District. The District shall place a real time captioning request for Orange County by calling Quick Caption at (909) 536-0850.
 - a. At the time the real time captioning request is made, District shall relay the following information:
 - i. Name and phone number of person placing the request.
 - ii. Date, time, and duration real time captioning services are needed.
 - iii. The deaf person's name if applicable.
 - iv. Nature of real time captioning assignment.
 - v. Location of assignment, address, city and major cross streets.
 - vi. Person to whom real time captionist reports to and phone number.
2. The DISTRICT shall pay the CONSULTANT as provided for below upon completion of the services provided for hereof.
 - a. An hourly rate of \$45.00 per hour in 30-minute increments
 - b. Class notes provided directly to student on 3.5" disk or via email
 - c. Cancellation received a minimum of 48 hours prior to assignment – no charge
 - d. Two-hour minimum per day (not per class)
 - e. No charge for travel time or mileage
 - f. Services invoiced biweekly; net 30 days; 5% late fee will apply after 45 days
3. The CONSULTANT shall assume all expenses, including but not limited to travel expenses incurred by him/her in connection with performance hereunder.

Quick Caption
Job Duties

1. The CONSULTANT shall, at times and places designate by it and acceptable to the DISTRICT, perform real time captioning services at the request of District. The District shall place a real time captioning request for Orange County by calling Quick Caption at (909) 536-0850.
 - a. At the time the real time captioning request is made, District shall relay the following information:
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 - v. Location of assignment, address, city and major cross streets.
 - vi. Person to whom real time captionist reports to and phone number.
2. The DISTRICT shall pay the CONSULTANT as provided for below upon completion of the services provided for hereof.
 - a. An hourly rate of \$45.00 per hour in 30-minute increments
 - b. Class notes provided directly to student on 3.5" disk or via email
 - c. Cancellation received a minimum of 48 hours prior to assignment – no charge
 - d. Two-hour minimum per day (not per class)
 - e. No charge for travel time or mileage
 - f. Services invoiced biweekly; net 30 days; 5% late fee will apply after 45 days
3. The CONSULTANT shall assume all expenses, including but not limited to travel expenses incurred by him/her in connection with performance hereunder.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Agenda Item

TO:	Board of Trustees	ITEM:	14
FROM:	Chancellor	DATE:	11-16-04
SUBJECT:	Saddleback College: Women's Conference Honoraria		
REASON FOR BOARD CONSIDERATION:	APPROVAL		

BACKGROUND

Saddleback College and the Division of Counseling Services & Special Programs will be sponsoring the annual women's conference on Friday, March 4, 2005. The college uses the skills of professional speakers for educational enrichment and to bring up-to-date information to students. The title of the conference is, "Whole Woman, Healthy Woman; Mind, Body & Soul". There will be three guest speakers: Judge Karen Robinson, Dr. Abi Blakeslee, and Dr. Lois V. Nightingale. The speakers will focus on women's health issues.

STATUS

Saddleback College and the Division of Counseling Services and Special Programs propose an honorarium in the amount of \$500.00 for Dr. Abi Blakeslee. The Associate Student Government of Saddleback College has provided funding for Women's Conference 2005 presenters.

RECOMMENDATION

The Chancellor recommends the Board of Trustees approve the expenditure as shown in Exhibit A in an amount not to exceed \$500.00 total.

Item Submitted by:	Dr. Richard D. Mc Cullough, President
Item Review by:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote

SADDLEBACK COMMUNITY COLLEGE DISTRICT

Saddleback College

Annual Women's Conference

Friday, March 4, 2005

Honorarium Payment

GUEST SPEAKER

AMOUNT

Abi Blakeslee

500.00 Honorarium

641 Vernon Avenue # 3
Venice, CA 90291
(310) 430-3235



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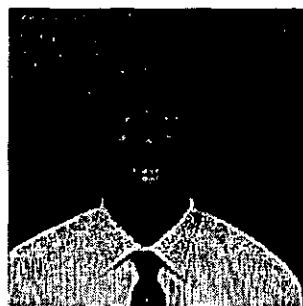
Our Team of Caring Professionals to Support You



Dr. Lois V. Nightingale, Director
Clinical Psychologist (PSY 9503)
Marriage, Family Child Therapist
Author, Professional Speaker, Mother



Tae Jung 'T.J.' Lee
Licensed Acupuncturist Lic. # AC8107
Certified Acupuncturist by Institute of Juheng Acupuncture & Moxibustion.
A member of World Acupuncture Medical Mission.



R. Whyte, MD
Board Certified Psychiatrist
Medical Evaluations for Anxiety, Depression, OCD, Bipolar disorder, Postpartum Depression



Diane 'Dani' Smith, MFT
Marriage and Family Therapist
Lic.# MFC 33630
Relationship Issues, Anger Management
Rape/Sexual Assault, Women's issues
Conflict Resolution, Stress Management



Mindy Gregg
Aesthetician
Micro-dermabrasion, Facials, Herbal Body Wraps,
Body Sugaring, Aromatherapy



Susan Faurot, MFT (lic# MFC20800)
Licensed Marriage, Family Therapist, Certified
Hypnotherapist.
Relationship issues, Pain Management, Sport Peak
Performance, Stop Smoking, Weight Management, Anxiety
and Depression.

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- What is Interactive Guided Imagery?
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About our director

Dr. Lois Nightingale is one of the very few psychotherapists licensed both as a Clinical Psychologist and as a Marriage, Family and Child Counselor. This means she holds both a masters degree and a Ph.D. in Clinical Psychology, has completed the thousands of hours internship requirements for each therapeutic specialty and passed both the written and oral exams in California for these two therapy licenses. She has extensive experience working with families, couples, adolescents, children and adults.

Dr. Nightingale has received additional post graduate training in many modes of psychotherapy including Behavior Modification, Short Term, Relationship, and Family Therapies, Chemical Dependency, hypnosis,

Cognitive-Behavioral, Jungian and Transpersonal psychotherapies. Because it is a high priority of hers to bring clients the most current and up-to-date treatment, she spends over 200 hours a year in continuing education and specialized training.

She specializes in family communications; behavioral contracting and helping families in conflict and crisis find practical tools that work. She primarily uses solution-based therapies with a focus on short-term problem solving orientations, along with humor and a strong emphasis on the positive.

Since 1980 her experience in the mental health field has also included being a faculty member of the Holmes Institute School of Ministry, forensic evaluations, court testimony, and program director of two psychiatric hospital units. One an innovative Mother/Infant unit she pioneered to treat women suffering from Postpartum Depression, the other a Chemical Dependency unit for Charter Behavioral Health.

Her humor and effervescence and engaging style make her a popular national professional speaker. As the mother of two, her lectures come from a personal as well as professional point of view.

Some recent audience reactions have been:

- "Easy to understand. She is great at analyzing problem situations."
- "Very practical and spontaneous."
- "Methods that actually work, taught by someone who knows."
- "Loved her positive attitude and humor."
- "Lots of energy!"
- "Well explained, clear, concise, well organized and practical."
- "Great speaker, please have her back!"

If you would like to invite her to speak to your organization a comprehensive Curriculum Vitae can be requested through our office.

She also makes numerous television, radio and Internet appearances each year as a talk show guest, psychological authority and advisor. Because of her pragmatic perspective she is also frequently quoted in written media as an expert in her field.



Home

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Dr. Nightingale is the author of *Overcoming Postpartum Depression*, *a Doctor's Own Story*, *A Quiet Time for New Mothers* and the book; *My Parents Still Love Me Even Though They're Getting Divorced*, a story/workbook for children and parents facing divorce. She has also authored many professional journal and self-help articles, therapeutic stories and audiotapes, and is an award winning poet. In 1996 she founded her own publishing company, Nightingale Rose Publications. Her aim is to help people in emotional need find resources, regain hope and purpose and return to productive fulfilling lives.



Lois V. Nightingale, Ph.D.
Clinical Psychologist, license # PSY 9503
Marriage Family & Child Therapist, License # MA 21027
Phone: 714-993-5343 Fax: 714-993-3467

Read Dr. Nightingale on the Internet!

If you live or are traveling to the Southern California area and would like to schedule an appointment with Dr. Nightingale please call 1-800-9-HELP 2 U.

For more information on Alternative, Complementary and Holistic Medicine please visit our Archived Articles



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Articles

Dr. Nightingale has many articles and interviews that are available on the Internet. Many of these are related to her desire to help children struggling with the divorce of their parents and her concern for how children are often treated when parents divorce.

Dr Lois Nightingale is quoted in the Wichita Eagle on Stress and the Single Parent

Dr Lois Nightingale is interviewed by Time Magazine, "When Mommy or Daddy Dates dating as a single parent."

Motley Fool quotes Dr. Nightingale in one of their famous quizzes

California State University in Northridge Department of Family and Environmental Sciences uses Dr. Nightingale's tips.

Dr. Nightingale's video speaking on "It's not What Happens to You That Matters, It's What You Do With It That Counts" at the Inside Edge at UCI. (7/12/00)

Dr. Nightingale is quoted in the Senate Judiciary report on Children, Violence and the Media, a Report for Parents and Policy Makers.

La Leche League reviews her Postpartum Depression book.

The Chickadee Newsletter carries her article on Postpartum Depression

La Violencia en la TELEVISION requiere de una continua supervision de los padres.

Dr. Nightingale is quoted about the effect of violent media on children.

Dr. Nightingale's advice during the remodeling of a home.

She has written a law journal article for, The American Journal of Family Law, on "Managing an Enraged Parent".

Single Parenting Through the Holidays on Divorce News and Views by Smartdivorce.com

SmartDivorce.com also carries her "Single Parenting Through the Holidays" article and reviews her book.

Findingsone and Oxford Books review and recommend her books.

Rights Of Children of Divorce at Kids-Right.org

Another on-line interview with Divorce Central on "Helping Your Children Survive Divorce".

Other articles carried by Divorce Source are:

- "Dating as a Single Parent"
- "Ten Tips to Help Your Child Through Divorce"
- "Are You Supported As A Father?"
- "Ways to Rekindle Romance"

An on-line review of her book, My Parents Still Love Me Even Though They're Getting Divorced, can be read at Parents World.

Dr. Nightingale is on the board of Responsible Single Fathers.

Making Lemonade carries her article on Talking With Children About Acts of Terrorism.

Live lecture tapes by Dr. Nightingale can be ordered through La Leche League International.

The American Holistic Health Association also carries her article on terrorism, as does Dreaming as One.

Sage-Hearts carries her article on Dating as a Single Parent.

Dr. Nightingale is a featured speaker with Power of Healing seminars produced by HeartWise.

Step-Family Matters carries her article on Tips to Help Your Child Through Divorce, and Tips for Single Dads.

Her article for Grandparents can be found at Empty Nest Moms.

Single and Custodial Fathers Network features her article about being a single father during the holidays.

AKidsRights.Org carries her article on children's rights, as does Arms Wide Open.

Depression Bookstore reviews her book Overcoming Postpartum Depression, a Doctor's Own Story.

The following also recommend Dr. Nightingale's books:

- Terry Books
- Book Magazine
- Grief Net Book Store
- Divorce Support and Recovery for under 35's Online Jar
- Kid's Turn Books
- Commitment.com
- Divorce/seperation Books
- Parenting and Family Bookstore
- Readers Remote
- Family Haven
- Netscape's Social Sciences, Psychology and Self-Help Recommendations
- Keystone Montessori School

Sites on health and healing such as e-Lupus carry her article on forgiveness, as does Second Wives Club.

Florida Family Magazine carries her article on "How to Get What You Want".

The Islamic parenting site, Mukmin.com carries her article on helping children through divorce.

Another Internet magazine, Family Forum Online, also carries Dr. Nightingale's articles.

Dr. Nightingale's interview with Medscape Health.

Dr. Nightingale's Postpartum audio-book is on Amazon's Best-seller list.

Dr. Nightingale is quoted in Leaven Magazine about helping mothers with stress.

Amazon Books lists Dr. Nightingale's Divorce book as one of its suggestions for "Essential Divorce Books."

Family Forum Magazine carries Dr. Nightingale's articles.

The Desert Sun recommends Dr. Nightingale's book.

Shrink Wrap News for mental health Professionals Quotes Dr. Nightingale.

Dr. Nightingale is quoted in Money Bulletin.

Teens respond to Dr. Nightingale's tips on Channel One (seen by 8 million High School Students).

Dr. Nightingale's Divorce Recovery lecture for Single Parents in Irvine.

Her interview with Harlequin, "Getting Mom Dating Again"

Romance Even After Quotes Dr. Nightingale.

Life After the Rain reviews her book.

Third Age interviews Dr. Nightingale.

Christian Ministries quotes her about being honest with children.

She is quoted in "Children, Violence and the Media" about parents setting good examples for children.

York News Times quotes her about children having televisions in their rooms.

More of her articles can also be found at Making Lemonade.

Ordering information and book reviews for My Parents Still Love Me Even Though They're Getting Divorced can be accessed through Amazon.com

Divorce Wizard articles:

- "Ten Tips to Help Your Child Through Divorce"
- "Ten Tips For Grandparents"
- "Single Parenting During the Summer"

To find more articles by Dr. Nightingale please see our Archived Articles page.

using immediately.

Map

Other friendly links you may find helpful:

- [Mothers of twins organization](#)
- [All about children](#)



- [Nightingale Rose Publications](#) Books, tapes and CDs by Dr. Lois Nightingale
- [Dr. Melanie's great practical parenting books](#)
- [Concerned Counseling](#) A wealth of information and referral service.
- [Divorce Source](#) A great site with information on all aspects of divorce.
- [Amazon](#) The largest most easily navigated bookstore in the world.
- [Divorce Wizards](#) Information on all aspects of divorce including "do-it-yourself" divorce
- [Making Lemonade](#) A single parents network
- [Single Rose](#) A warm site for single parents to share information
- [La Leche League](#) International foremost authority on breastfeeding and attachment- style parenting.
- [Inside Edge](#) A membership organization in Orange County for spiritually minded leaders and professionals
- [Loan Smart](#) A friendly on-line mortgage option for home loans, debt-consolidation, refinancing, and a free calculate page.
- [www.megfoundation.org](#)
- [American Holistic Health Association](#)
- [Divorce Wizards](#)
- [Yorba Linda Family Chiropractic](#)
- [The Academy Of Guided Imagery](#)
- [Research Counsel for Complementary Medicine](#)

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Abi Blakeslee
641 Vernon Ave. #3
Venice, CA 90291

(310) 450-3235

Areas of Specialty

- Post-Traumatic Stress Disorder
- Sexual Abuse
- Anxiety/Panic Attacks
- Motor Vehicle Accidents
- Somatization Disorders
- Attachment Disorders
- Mind-Body Integration

Education

Ph.D. abd Somatic Psychology

Santa Barbara Graduate Institute, Santa Barbara, CA September, 2000-2004

- Extensive training in the relationship between body physiology and cognition.
- Training in non-verbal approaches to self-regulation.
- Focus on brain development, infant/mother inter-regulation, and the development of resilient nervous system function.
- Dissertation topic: Implicit Memory in Psychotherapy

Masters in Counseling and Depth Psychology

Pacifica Graduate Institute, Santa Barbara, CA August, 2002 - May, 2004

- Trained in Jungian and Humanistic Psychology. Extensive training in Object/Relations, Jungian Analysis, Expressive Arts Therapy, and Depth-Oriented Brief Psychotherapy.
- Thesis available at Pacifica Graduate Institute Library:
Healing Trauma: A Neurobiologic and Somatic Approach to Treating Nightmares.

Bachelor of Arts in Writing and Modern Literature

UCSC, Santa Cruz, CA

August, 1992 - May, 1996

Experience

Community Counseling Center, Santa Barbara, California May, 2003 – May, 2004

- Provided services to children and adults using individual and family therapeutic intervention. Recorded clinical notes and treatment plans. Treated a range of pathologies such as Bipolar Disorder, Depression, Anxiety/Panic Attacks, mother/infant attachment and bonding issues, Depression, Substance Abuse, Adult Children of Alcoholics, ADHD, and Borderline Personality Disorder.
- Taught a class for trainees, interns, and supervisors on somatic approaches to healing trauma. Class focused on how to work with clients struggling with boundary issues. Therapeutic skills included training in exercises that support self-referencing and setting comfortable limits between self and other.

Somatic Experiencing Practitioner

- Three years of specialized training in treating Post-Traumatic Stress Disorder.
- Focus on treating sexual abuse, motor vehicle accidents, PTSD, terrorist related attacks, combat trauma, somatization disorders, anxiety, panic attacks, and attachment disorders.
- Assisted in Somatic Experiencing Trainings in Israel, New Mexico, and California.
- Provided trauma resolution sessions for Somatic Experiencing students in Hawaii.
- TA for Dr. Peter Levine at Santa Barbara Graduate Institute.
- Currently working on the development of a 12-week Somatic Experiencing group for sexual abuse survivors under the supervision of Sean Falconer, MFT, SEP.

Community Service

Community Outreach

Mediation and Dispute Resolution Training

- Studied mediation for resolving group and cooperate disputes using techniques developed by Dr. Carl Moore.

Community Organizer

- Community organizer in a sanitation project for border colonias in Eagle Pass, Texas. Job included: organizing community meetings, writing and distributing information about community action and sanitation, and working with county government and water corporations to assist waste water management in Texas.

AmeriCorps Garden Project Community Organizer

- Created programs for New Brighton Middle School and Merrill Continuation High School in Santa Cruz, CA. Wrote and obtained two grants to fund school garden projects. Job duties included: Designing and building gardens at schools, teaching courses in ecology and propagation, and directly mentoring at risk youth.

Public Health

Amigos de las Americas Public Health Coordinator

- Worked in rural La Vaqueria, Ecuador for three months and the following year in rural Minero, Brazil. Volunteer work included: organizing village and community meetings concerning water contamination, water purification, cholera prevention, infant dehydration prevention, nutrition, trash disposal, waste water management, cycles of disease education, and dental health. Community members and volunteers worked on building latrines for families around cropland and waterways.

Teaching

Volunteers in Asia, English Teacher

- Worked in Vietnam for three months teaching English to Native Vietnamese tribes for the Teachers of Foreign Languages Institute.

Leadership Training Outward Bound

- Certified in Wilderness First Aid Response and ocean kayaking. Further experience in alpine mountaineering, desert survival, and rock climbing.

Research

Neuroscience Internship

- Upcoming Internship in Cognitive Neuroscience at the MIT McGovern Institute for Brain Research and Department of Brain and Cognitive Sciences in November 2004. Researching "fMRI of Somatic Healing" mentored by Dr. Chris Moore.

Career Interest Conference Attendance

- *United States Body Psychotherapy Conference*, Berkeley, California, 2000
- *Society for Neuroscience Conference*, San Diego, California, 2001
- *Social Cognitive Neuroscience Meeting*, Los Angeles, California, 2001
- *Psychology of Trauma and PTSD*, Boulder, Colorado, 2001
- *United States Body Psychotherapy Conference*, Baltimore, Maryland, 2002
- *Post-Traumatic Stress Disorder: Biological, Clinical, and Cultural Approaches to Trauma's Effects*, UCLA, Los Angeles, California, 2002
- *Neurons to Neighborhoods*, Los Angeles, CA, 2003
- *Society for Neuroscience Conference*, New Orleans, Louisiana, 2003

Professional Memberships

CAMFT - California Association for Marriage Family Therapists

USABP - United States Association for Body Psychotherapy

WIN - Women in Neuroscience

SfN - Society for Neuroscience

References

Patricia Cooper, MFT, Director of Community Counseling Center
(805) 962-3363

Pat Katsky, Ph.D., Research Coordinator Pacifica Graduate Institute
(805) 688-6269

Maggie Kline, MFT, School Counselor and Somatic Experiencing Faculty
(562) 434-5700



Frank Garcia, founder of La Casa Garcia Restaurant, distinguished service

Anaheim Hills resident Byers is co-founder of Zen Media Agency with offices in Anaheim and Thousand Oaks. The firm specializes in digital productions for 400 clients including Fortune 500 companies. Sempra Energy, parent of Southern California Gas Co., will be honored for cultivating a diverse leadership to enhance the quality of life for blacks and other minorities.

Garcia started serving Thanksgiving dinners to the poor from his Garden Grove restaurant 18 years ago. The event evolved into the nonprofit "We Give Thanks." His efforts have helped serve more than 200,000 free Thanksgiving meals.

Rogers joined KOCE-TV in 1997, helping it grow to one of the most-watched U.S. public TV stations, with 3.5 million viewers. Rogers initiated "Real Orange," a nightly news magazine covering Orange County. He is on the national PBS board of directors and founder of Promedia Associates, a media consulting firm.



Orange County Superior Court Judge Karen Robinson, community service.

Brown has been producing live shows in locations from Las Vegas to South America and Spain through his Tustin-based company, Showpros, for 25 years. His award is named for the late Black Chamber chairman, banker Michael Jones, and recognizes individuals who have influenced the positive development of small and minority- and women-owned businesses in Southern California.

Robinson took her seat on the Superior Court bench April 18 after working as chief litigator for the 23-campus California State University system and serving as city councilwoman and mayor of Costa Mesa.

CONTACT US: (714) 796-7927 or jnorman@ocregister.com

Karen L. Robinson

City of Residence: Costa Mesa

Family: Single; two sisters, one brother (Her father, Phil Robinson, played fullback for Ohio State's 1957 National Championship football team)

What She Does: Mayor of Costa Mesa and chief litigator for the 23-campus California State University system.

Trip she would like to take: Argentina.

With two sisters and a brother ahead of her, Karen Robinson was the baby of the family. Her mother knew she would grow up to be either a lawyer or an actress. As the youngest in the family, Karen says, "I understood that to get attention you have to make your case. I knew how to deliver my lines."

As the chief litigator for the Cal State University system and as the mayor of Costa Mesa, that is what Robinson does. She is articulate, excelling at presenting the facts in the courtroom and to constituents. The graduate of UCLA (B.A. and J.D) and longtime resident of Anaheim moved to the Mesa Verde section of Costa Mesa in 1998 because the big yards and friendly neighbors reminded her of growing up in Louisville, Ky. At the time, the neighborhood homeowners association was dealing with a case of attempted rape and when they heard Robinson speak, people asked her to join the board.

Later, news of a 144-home development nearby galvanized neighbors to organize. Robinson and others worked with the developer and the city to reduce the numbers to 69 homes. "It's a beautiful project now," says the mayor. After this experience, Robinson decided to run for City Council. "I thought it was important that there be a community voice on the board."

In an 11-person field (including two incumbents) for three seats, Robinson edged out one of the incumbents by 32 votes. Robinson credits two friends, Cindy Brenneman and Robin Leffler, for her success. "None of us had ever run a campaign. Our budget was only \$4,800," she says. "I thank the community for believing in me and taking a chance on a newcomer."

In office, Robinson says she has worked to increase the amount of notice the community has about development projects and is proud that the city cut \$1 million from its budget last year. "We could see the state budget crisis building and we needed to anticipate. I am really proud of the department heads." She says the city is working to improve the westside. "We have a long ways to go but the wheels are in motion." She also aims to attract more high-tech business to the city, saying the city is business-friendly and that new campus-style office space will soon be available along the 405 Freeway next to Fairview Road.

The combination of charm, grace, level-headedness, intelligence and cheerleader enthusiasm that helped propel Robinson to leadership in Costa Mesa has been on display before. When she was 13, her family moved to San Jose when General Electric Co. transferred her father to California. Suddenly, she and her sister were 2 of 6 African-Americans in a student body of 2,000. She laughs, "We took the school by storm. We assimilated. I was student body president by senior year." She was also a track star in the 100-meter hurdles.

"My coach told me I could be a big fish at a small pond but at the big schools there would be stiff competition." Robinson was recruited by UCLA and joined a track team that included future Olympians Jackie Joyner Kersey and Florence Griffith. It was a thrilling yet humbling experience. Robinson says it taught her that in every field of endeavor there are always going to be people with more talent and skill. She loved sports but it wasn't her end goal. "I knew I wanted to be an attorney and a litigator. Perry Mason, that's what I wanted to do." She majored in political science, left the track team after two years to become a cheerleader and then homecoming queen before going on to UCLA law school.

At the Long Beach law firm Keesal, Young and Logan, Robinson represented private shipping lines, securities firms and a full range of business litigation. In 1996, she changed gears by joining

the counsels' office of the CSU system. "I didn't have any public entity experience so I was thrilled they hired me." In 1999, she became the head litigator for the CSU system. She says the issues are similar to those that face a city - construction contracts, employment issues, collective bargaining - as well as things unique to a university - tenure issues, intellectual property questions, entertainment on campus and First Amendment questions.

The Klansman David Duke was invited to campus to speak about Prop. 209 and some students wanted a temporary restraining order to prevent him from speaking. Robinson argued the university's position. "I had to defend David Duke's, a Klansman, right to speak." As a lawyer, Robinson says that the case did not bother her. "It was a straight First Amendment case. He had a right to speak. Lawyers fit the facts to a set of laws. Hopefully, the system allows the proper result."

Having traveled to other countries, Robinson says Americans can be proud of their judicial system. For example, when she traveled to South Africa in 1999 she discovered that two trial courts could rule differently about the same type of case and that there was no appellate court to decide what the proper verdict should be.

At some point, Robinson would like to don judicial robes. "I would like to be part of the system in another capacity. As a litigator I am an advocate for one party in a dispute. A judge sees both sides. Knowing who I am, I believe I could be impartial and fair. I believe I could treat people with dignity and respect and help people understand and believe in the system. It's better than others."

- By Kevin O'Leary

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(404) 817-3333
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JUDGES ANNOUNCED FOR "WOMAN OF THE YEAR IN TECHNOLOGY" AWARD

1999 Woman of the Year in Technology Karen Robinson Selected as Guest Speaker and Judge

ATLANTA, November 13, 2000 – Women in Technology (WIT), a society of the Technology Association of Georgia (TAG), Grant Thornton LLP and Robert W. Baird & Co. Incorporated, today announced the speaker and five judges for the second annual "Woman of the Year in Technology" Award.

The guest speaker will be Karen Robinson, last year's Woman of the Year in Technology Award recipient. Ms. Robinson is a partner at Atlanta Technology Advisors, a new company that assists early-stage companies with marketing and fund raising. She was formerly Chairman of Atlanta-based enrev Corporation, a company she co-founded in 1996. Ms. Robinson will also serve as one of this year's judges.

In addition to Robinson, judges include: **Annie Hunt Burriss**, Assistant Vice Chancellor for Development & Economic Services with the Board of Regents of the University System of Georgia, **Connie Glaser**, author of *Swim with the Dolphins* and *When Money Isn't Enough*, **John Imlay**, Chairman of Imlay Investments, Inc., a private investment firm which provides early stage venture capital funding for technology companies, and **Christine Jacobs**, President and CEO of Theragenics Corporation.

Marci McCarthy, President-elect for Women in Technology (WIT) said, "We are pleased to have this distinguished panel of judges to select this year's Woman of the Year in Technology Award winner. Each of our judges is an outstanding leader in his or her field and each has uniquely contributed to the success of business, women and/or technology in the state of Georgia. Their unique mix of professional backgrounds creates an ideal panel with a great deal of expertise in a wide range of business and technology areas."

About the Judges:

Annie Hunt Burriss is the Assistant Vice Chancellor for

Development & Economic Services with the Board of Regents of the University System of Georgia. She pioneered the Intellectual Capital Partnership Program (ICAPP), an economic development role for higher education in Georgia. Ms. Burris was one of *Georgia Trend's* 100 Most Influential Georgians in 1999, and has also appeared on the *Atlanta Business Chronicle's* 1999 and 2000 list of the 100 Most Influential Atlantans.

Connie Glaser is one of the country's leading authorities on women in business. Her best-selling books and dynamic seminars have helped thousands of women to "break the glass ceiling." A consultant to leading Fortune 500 companies, she has appeared on The Today Show, CNN, Leeza, and CNBC.

John Imlay is Chairman of Atlanta-based Imlay Investments, Inc., which principally funds early stage start-up and seed opportunities with an average investment range between \$100,000 and \$500,000. A long time seed investor in Atlanta, Imlay Investments has made investments in more than 30 companies. Imlay is the retired chairman and CEO of Management Science America, Inc. (MSA) and the past chairman of Dun & Bradstreet Software.

Christine Jacobs is Chairman, President and CEO of Theragenics Corporation, based in Buford, Georgia. Theragenics manufactures and distributes TheraSeed*, a FDA-licensed device used for the treatment of cancer. Theraseed* is used by more than 500 medical facilities throughout the United States and Europe.

The Woman of the Year in Technology Award recognizes Georgia women who have excelled in the technology industry. Nominations will be taken from now until December 1, 2000 and the award will be presented on February 1, 2001. To request a nomination form for *The Woman of the Year in Technology Award*, visit the TAG Web site at <http://www.tagonline.org> or contact TAG at (404) 817-3333. Nominations should be sent to the Technology Association of Georgia at 430 10th Street, NW, Suite S-201, Atlanta, GA 30318; via fax at (404) 817-6677 or e-mail at events@tagonline.org.

About Grant Thornton LLP

Grant Thornton LLP is a 75-year-old global accounting and consulting firm that helps the owners and senior management of middle-market, entrepreneurial companies create, enhance, and preserve wealth. Grant Thornton LLP is the U.S. member firm of Grant Thornton LLP International, a worldwide professional services organization with \$1.6 billion in revenues and 600 offices in 100 countries. Through its e*tech practice, Grant Thornton LLP provides professional services to Internet, software, and technology-services businesses ranging from start-ups to multibillion dollar companies.

About Robert W. Baird & Co. Incorporated

Robert W. Baird & Co. Incorporated has been serving individuals, corporations, municipalities and institutional investors as financial advisor, asset manager, equity research specialist, investment banker, merchant banker and public finance specialist for more than 80 years. Baird is an international wealth management, investment banking and asset management firm. Baird is part of the Northwestern Mutual family of companies. It is a member of the New York Stock Exchange and other principal exchanges and is a member of the Securities Investor Protection Corporation (SIPC). Baird has developed a very strong presence in the Southeast and looks to continually evolve the technology side of its business with the growing number of innovative companies headquartered here.

About Women In Technology (WIT)

Women In Technology (WIT) is a society of the Technology Association of Georgia (TAG). The Technology Association of Georgia is an umbrella membership organization that serves more than 5,100 members of the Georgia technology community. Currently, seven main societies and eleven Special Interest Groups (SIGs) fall within the TAG membership umbrella, including WIT and its premier annual WIT Connect event. In addition to these groups, TAG hosts the Georgia Technology Forum, awards and a business basic program for entrepreneurs.

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2003 AWARDEES *please see pg 3*

BUSINESS PERSON OF THE YEAR:

William Byers

The Business Person of the Year award is given to a Black Chamber of Commerce of Orange County business member who has demonstrated exemplary leadership in their business field and also in the African American and minority communities.

In the chaotic world of the Internet and Digital Marketing, William Byers and Zen Media Agency bring calm and harmony to its broad client base, ranging from the Entertainment industry to Fortune 500 companies.

For his vision, leadership, and achievement in fostering equitable participation in the digital technology industry, Byers received a Certificate of Commendation from the Los Angeles Technology Connection in March 2001.

As Executive Producer/Creative Director and Co-founder, Byers continues to lend his expertise and a string of past professional successes to Zen Media Agency, which produces interactive content for digital distribution platforms of CD-ROM, DVD, Internet, Rich Media email marketing and wireless. Byers has led his production team with over 400 interactive up-to-the-minute technology projects for clients.

Prior to establishing Zen Media Agency, Byers was Executive Producer of Interactive Programming with SysTECH, Inc. where he designed interactive programs and web sites for major entertainment personalities, institutions, and key foundations throughout the United States.

In 1992, Byers joined the Republican Senatorial Inner Circle, and in 1995 received a unanimous nomination for the Republican Senatorial Medal of Freedom-the Republican Party's highest most prestigious award. Byers received a Citation of Leadership from the Executive Committee of the Republican Senatorial Inner Circle, in conjunction with the Republican National Convention of 1996.

William Byers was born in Cleveland, Ohio. The older of two boys, Byers and his family moved to Los Angeles in the spring of 1958. Byers now resides in Anaheim Hills, with his wife Elizabeth of 26 years.

DISTINGUISHED SERVICE:

Frank Garcia

The Distinguished Service Award is given to recognize individuals in Southern California who have directly contributed to the elevation of the quality of life for African Americans and minorities.

As the proud founder of La Casa Garcia Restaurant, Frank Garcia and his family-owned business established in 1973, have received numerous awards, including the Orange County Register's "Voted Top Three" restaurants five years running.

But despite his success as a restaurateur, Frank Garcia has not forgotten that many people, including 23,000 homeless in Orange County, regularly go without meals. The homeless are not only without homes, but without hope as well. Thus, the impetus in which Frank Garcia founded We Give Thanks, a non-profit corporation dedicated to serving less fortunate families by providing free meals and food supplies; scholarships to youth from low-income backgrounds; and assistance to seniors experiencing economic hardship.

We Give Thanks is widely recognized and respected in the Orange County and Los Angeles communities. Since its inception 18 years ago, We Give Thanks' annual Thanksgiving Dinner in Anaheim has served up over 200,000 free meals. Over 1,000 volunteers work on the annual project which receives local, national and international media attention.

We Give Thanks also co-sponsors numerous annual events, including Women in Vision Gala, Cesar Chavez Celebration and Toys for Tots Holiday Drive, as well as coordinate several "Caravan of Hope" tours to Tijuana and Tecate (Mexico).

Frank Garcia, the man who started his career in the restaurant business as a dishwasher, is also a recipient of the "Points of Light," awarded by the President of the United States for Garcia's humanitarian projects.

COMMUNITY LEADERSHIP: **Mel Rogers**

The Community Leadership Award is given to individuals in the Southern California community who have demonstrated outstanding leadership in promoting and enhancing the quality of life for African Americans and minorities.

As President and General Manager of KOCE-TV, Mel Rogers helped elevate the Orange County station into the 15th most watched public broadcasting station in the country, serving the needs and providing civilizing television to over 3.5 million viewers.

KOCE-TV has 65 employees and provides educational experiences for over 400,000 K-12 students on an annual basis and has been the national leader in its production and airing of telecourses for credit for college level students.

Mel Rogers, who joined KOCE-TV in 1997, was also responsible for the highly popular nightly news magazine, "Real Orange," covering public affairs programs and events for and about Orange County.

Mel Rogers currently serves on the national Public Broadcasting Service Board of Directors, the Pacific Mountain Network Board, and the National Educational Television Association Board.

He is also the President and Founder of Promedia Associates, which provides consulting services for corporate and non-profit clientele in the areas of public television market positioning, fundraising, community outreach, cause marketing, and video production; advertising, public relations, executive on-camera interview skill development and organizational strategic planning.

CORPORATION OF THE YEAR: **SEMPRA ENERGY-Thomas Sayles**

The Corporation of the Year Award is given to a corporation in the Southern California community who has cultivated, implemented and maintained outstanding diversity leadership in promoting and enhancing the quality of life of African Americans and other minorities.

Thomas S. Sayles is Vice President of Governmental and Community Affairs for Sempra Energy, the parent company of Southern California Gas Company, the largest natural gas distribution company in the United States.

Sayles joined Southern California Gas Company in 1994. As Vice President of Public Affairs, his responsibilities included employee communications, media, community and governmental relations and regulatory affairs. In 1997, he became Senior Vice President, Consumer Marketing, for Energy Pacific, a subsidiary of Semptra's predecessor companies.

Prior to joining Pacific Enterprises, Sayles was Secretary of the California Business Transportation and Housing Agency, which oversees 13 state departments, including the Department of Transportation (CalTrans). The agency had more than 40,000 employees and a budget in excess of \$7 billion.

Sayles practiced law for 15 years in the private and public sector, before going into Government service. He currently serves on the University of California Board of Regents and the Board of Directors of United Western Grocers and the Old Globe Theater.

Sayles graduated Phi Beta Kappa from Stanford University in 1972. He earned his law degree from Harvard University in 1975.

COMMUNITY SERVICE: **Honorable Judge Karen Robinson**

The Community Leadership Award is given to a Southern Californian who has demonstrated outstanding community service which directly and positively affects African Americans and other minorities.

Karen Robinson is a very active member of her community, in addition to a lucrative and busy professional life as an attorney in the private sector, then later as the chief litigator for the 23-campus Cal State University system.

A long-time resident of Anaheim, then moved to Costa Mesa in 1998, Robinson was elected to the latter's city council in November 2000, then appointed Mayor by the City Council on December 2, 2002. She was a member of the Costa Mesa Redevelopment Agency and the Council Liaison to the Human Relations Committee.

Robinson ran in an 11-person field (including two incumbents) for three seats. Robinson edged out one of the incumbents by 32 votes, fulfilling her election goal to be "a community voice" on the board.

On March 26, 2003, Governor Gray Davis announced his appointment of Karen L. Robinson as a Judge of the Orange County Superior Court. Robinson resigned her position from the City Council, as well as her position with the CSU office of the General Counsel, since election laws preclude a sitting judge from simultaneously holding another elected position.

Judge Robinson was officially sworn in as a Superior Court Judge on April 18, 2003.

MICHAEL R. JONES BUSINESS IMPACT: **John Brown**

The Michael R. Jones Business Impact Award recognizes individuals and institutions that have directly aided or influenced the positive development of small and minority/women owned businesses in Southern California and Orange County areas. The award is named in the memory of the late Chamber Chairman and long-time Chamber leader.

John Brown founded the Showpros Group, Inc. in 1978, a full show production and communication services firm with a clientele base that includes fortune 100 companies, non-profit organizations, trade associations and manufacturers.

Founded on the principles of creating dynamic, powerful and dynamic events, Brown believes in the importance of listening to his clients' needs, and producing shows and events that move and excite the audiences.

Brown's Showpros has over 25 years of producing high quality live presentations around the world, in places such as Las Vegas, Bahamas, Spain, Canada and South America.

With his extensive background in theatre, combined with knowledge of what motivates people and corporations, make Brown's shows a truly remarkable experience. Brown's shows have garnered numerous awards and recognition.

Brown is an active member of the Orange County Boy Scouts and received the Silver Beaver Award in 1989.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	15
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	SOCCCD: CONSULTANT AGREEMENT FOR REDEVELOPMENT CONSULTING SERVICES		
REASON FOR BOARD CONSIDERATION:	APPROVAL		

BACKGROUND

The Irvine Redevelopment Agency has indicated that it is working towards adoption of the Great Park Project within the next two to three months. The Project encompasses approximately 4,693 acres of the former El Toro Marine Corps Air Station. The project includes 3,885 acres dedicated to various open space uses and development of 3,625 homes and three million square feet of commercial and industrial space. Adoption of the Redevelopment Plan for the Project will enable the use of tax increment to finance portions of the cost of developing the Project over the next forty-five years. The Redevelopment law also provides for pass-through payments to affected taxing entities within the Project. South Orange County Community College District will be entitled to pass-through payments from the Great Park Project. Implementation of these pass-through payments is complex and subject to misinterpretation.

STATUS:

Public Economics, Inc. has provided District Administration with a contract proposal (EXHIBIT A) to perform consulting services directed at assuring that the proposed Project is evaluated with respect to its impacts on the District and that the District is made aware of these impacts. In addition, Public Economics will act as liaison between the District and the Redevelopment Agency to ensure that the District's interests are preserved and protected with respect to the impacts of the Project and in particular the pass-through payments. Public Economics will be working jointly with at least two other school districts (Saddleback Valley Unified School District and Orange County Department of Education) on this project; costs will be shared by the participating districts. The total cost of the work to be performed for South Orange County Community College District will not exceed Ten Thousand and no/100 Dollars (\$10,000.00), including out-of-pocket expenses. Funding for this agreement will be provided with redevelopment proceeds held in the Capital Outlay Fund.

RECOMMENDATION:

The Chancellor recommends that the Board of Trustees approve the agreement with Public Economics to provide Redevelopment Consulting Services for the Great Park Project at a cost not to exceed Ten Thousand and no/100 Dollars (\$10,000.00) including reimbursement for out-of-pocket expenses.

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

INDEPENDENT CONTRACTOR/CONSULTANT AGREEMENT

EXHIBIT A
Page 1 of 3

This Agreement is made and entered into this 17th day of November, 2004 between:
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, California 92692-3635
Telephone (949) 582-4664

hereinafter called DISTRICT, and

(Name of Consultant): **Public Economics, Inc.**
(Street Address): **820 W. Town and Country Road**
(City, State, Zip Code): **Orange, CA. 92868**
(Telephone #): **714-647-6242**

hereinafter called CONSULTANT.

WHEREAS, the DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ an independent contractor specially trained to perform special services required; and

WHEREAS, the CONSULTANT is specially trained and experienced and competent to perform the special consultant services pursuant to this agreement.

The parties agree as follows:

1. The period of this Agreement shall be from November 17, 2004 to June 30, 2005, inclusive. The DISTRICT shall have the discretion to terminate this contract by providing CONSULTANT 10 days prior written notice.
2. The CONSULTANT shall, at times and places designated by it and acceptable to the DISTRICT perform the following services:
Redevelopment Consulting Services as described in Exhibit A.

3. The DISTRICT shall pay the CONSULTANT not to exceed \$10,000.00 for services specified above, plus DISTRICT shall reimburse reasonable out of pocket expenses, including, but not limited to travel, word processing costs, photocopying, courier services, etc. in accordance with the South Orange County Community College District guidelines. Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by District Director of Business Services, payment will be made.
4. The DISTRICT shall not be liable to the CONSULTANT for personal injury or property damage sustained by him/her in the performance of this contract, whether caused by himself/herself, the DISTRICT, its officers, agents or employees, or by any third party. CONSULTANT agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
5. While performing service hereunder, the CONSULTANT is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
6. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

WITNESS the parties hereto the day and year first above written:

Consultant

South Orange County Community College District

Signature: _____

Signature: _____

By: Dante Gumucio, Chief Executive Officer
Public Economics, Inc.

By: Gary Poertner

Title: Consultant

Title: Deputy Chancellor

Date: _____

Date: _____

EXHIBIT A
Redevelopment Consulting Services
Scope of Work and Budget

Scope of Work

The Scope of Work includes the following tasks for redevelopment consulting services relating to Project formation/adoption for the City of Irvine Great Park Redevelopment Project (former El Toro Marine Corps Air Station):

1. ***Coordination with Client:*** Provide information to District about the redevelopment process with military base closure RDAs and any resulting modifications to AB 1290 and redevelopment law pertaining to base closures. (PEI is not aware of special state legislation pertaining to this particular base closure, as yet.) Develop a strategy for effectively participating in the adoption process for the Project.
2. ***Evaluation of Project Documents:*** Analyze and evaluate Project documents. Identify applicable redevelopment payment entitlements, and years in which entitlements apply. Recommend course of action to protect, maximize, and secure entitlements.
3. ***Prepare Data for Projections of Payment Entitlements:*** Obtain RDA's future development projections for Project. Adapt and modify development data as needed to determine likely development values, shares, and phasing within Project.
4. ***Prepare Payment Projections:*** Estimate District tax shares on which entitlements are based, before and after allocations to and from the Educational Revenue Augmentation Fund ("ERAF"). Project AB 1290 payment entitlements per HSC 33607.5 and 33676(b), as modified by any relevant base closure law, based on development projections using alternative interpretations of entitlement statutes. Estimate preliminary bonding capacity of projected redevelopment payments.
5. ***Represent District in Consultation with Agency:*** Initiate and/or coordinate, as needed, implementation of the consultation process with RDA pursuant to HSC 33328. Prepare agenda and/or list of issues to address in the consultation process. Attend RDA consultation and other meetings with RDA, as directed by District and other participating education entities, regarding the Project, the proposed division of taxes, calculation of all AB 1290 payments, and subordination of payments. Prepare and transmit to RDA written comments regarding the consultation process, as needed.
6. ***Resolution of Issues:*** Work with the RDA to document the resolution of issues regarding the implementation of the AB 1290 payment process to the extent possible.
7. ***Project Adoption:*** As needed, request the RDA's Final Report to Council, and analyze and evaluate the sections of same that summarize the consultation and negotiation process. If desired by District and other participating education entities, prepare and transmit to the RDA a statement for the official record of the Joint Public Hearing regarding the status of consultations and negotiations.
8. ***Public Benefit Transfer Properties:*** Research any remaining opportunity to utilize public benefit property transfer process for the Great Park. Discuss findings with District.
9. ***Redevelopment Implementation Issues:*** Provide technical support, analyze and evaluate data, and represent District--in conjunction with other school and college districts--at County

Exhibit A
Scope of Work and Budget
Page 2 of 2

and/or State-level meetings regarding interpretation and implementation of AB 1290 payments, especially payments to totally locally funded districts.

Budget

The Budget for the Scope of Work shall not exceed \$10,000 (including reasonable out-of-pocket expenses). All tasks will be billed at the following hourly rates:

Principal	\$195
Consultant	\$175
Principal and Consultant Working Jointly for One Other Client	\$100
Research Assistant	\$97.50

As seen in the table above, tasks performed jointly for the District and other PEI clients will be billed using reduced hourly rates. While representing multiple clients involves additional time and expense for Consultant, economies of scale on many tasks result in substantially lower overall costs to each client.

Since the Scope of Work depends on a number of factors beyond Consultant's control, the proposed Budget constitutes a not-to-exceed Budget *allowance*, which may or may not be sufficient to complete the Scope of Work (see below). *On the other hand, if PEI can complete the Scope of Work for less than proposed Budget, the District will be billed only for the work performed.*

General Conditions

As set forth in the Agreement, costs to Consultant of incidental expenses pertaining to the Scope of Work are included in the Budget and will be charged on a cost recovery basis. Unless advised to the contrary by District, Consultant will submit a single monthly invoice for all services. Each monthly invoice will show specific services provided and expenses incurred.

Additional Work (if any) will also be clearly identified in each monthly invoice. Additional work will be performed only with the consent of the District and will be payable on a time and materials basis using the hourly rates shown above. *The cost of services rendered under the Agreement may be paid or reimbursed from the proceeds of redevelopment pass-through payments, or with the approval of bond counsel, from the proceeds of District financings secured or repaid with such payments.*

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	16
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	SOCCCD: NOTICE OF COMPLETION: PACKAGES J, L, O, S, T, W, AND BB		
REASON FOR BOARD CONSIDERATION:	APPROVAL		

BACKGROUND

The Health Sciences building at Saddleback College is being constructed using multiple prime contracts with different trades. As the different contractors complete their scope of work there is a need to accept these portions of the project and file the respective Notices of Completion.

STATUS

All work included in the packages shown in EXHIBIT A has been completed. The construction manager, architect, and district staff recommend that the District file the respective Notices of Completion.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the filing of Notices of Completions for Packages J, L, O, S, T, W and BB for the Health Sciences project at Saddleback College (EXHIBITS B, C, D, E, F, G, and H), and further authorize the release of the retentions thirty five (35) days after the date of filing.

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

BID 1030
CONSTRUCTION OF HEALTH SCIENCES BUILDING
AT
SADDLEBACK COLLEGE

NOVEMBER 16, 2004

PACKAGE	SCOPE	CONTRACTOR	APPROVED	ORIGINAL AMOUNT	REVISED AMOUNT
J	Interior Architectural Millwork	Arrowwoods Works, Inc.	11/19/2003	\$410,310	\$321,438
L	Sheet Metal/ Expansion Joints and Louvers	C.M.F., Inc.	9/29/2003	\$67,071	\$67,828
O	Framing/ Plaster/ Drywall/ Insulation/ Door Frames and Hardware	Best Interiors, Inc.	10/27/2003	\$1,521,843	\$1,566,576
S	Resilient Flooring and Carpeting	SCS Flooring Systems	10/27/2003	\$162,769	\$162,594
T	Painting	Advantage Painting	10/27/2003	\$135,730	\$121,176
W	Toilet Partitions/ Toilet Accessories	Staumbaugh & Associates, Inc.	10/27/2003	\$33,479	\$39,732
BB	Plumbing	Plumbing, Piping & Construction, Inc.	9/29/2003	\$376,280	\$392,390

Recording Requested
By and Mail to:

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

EXEMPT PER GOVERNMENT CODE 6103

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN, that the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California, is Owner of the property hereinafter described, caused improvements to be made to said property to wit: PACKAGE "J", INTERIOR ARCHITECTURAL MILLWORK FOR THE HEALTH SCIENCES BUILDING PROJECT AT SADDLEBACK COLLEGE the contract for the doing of which was heretofore entered into on the 19th day of NOVEMBER, 2003, which contract was made with ARROWWOODS WORKS, INC., Montclair, California as Contractor; that said improvements were completed on NOVEMBER 1, 2004, and accepted by formal action of the governing board of said District on the 16th day of NOVEMBER, 2004 that title to said property is vested in the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California; that the surety for the above-named Contractor is the DEVELOPERS SURETY AND INDEMNITY COMPANY; that the property hereinafter referred to and on which said improvements were made is described as follows:

SADDLEBACK COLLEGE
28000 MARGUERITE PARKWAY
MISSION VIEJO, CALIFORNIA 92692

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

By RAGHU P. MATHUR, Ed.D. DATED _____
Chancellor

STATE OF CALIFORNIA)) ss.
COUNTY OF ORANGE)

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

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

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

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

RAGHU P. MATHUR, Ed.D. DATED
Chancellor

SUBSCRIBED AND SWORN TO BEFORE ME
this day of , 20

Notary Public in and for
said County and State

Recording Requested
By and Mail to:

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

EXEMPT PER GOVERNMENT CODE 6103

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN, that the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California, is Owner of the property hereinafter described, caused improvements to be made to said property to wit: PACKAGE "L", SHEET METAL/ EXPANSION JOINTS AND LOUVERS FOR THE HEALTH SCIENCES BUILDING PROJECT AT SADDLEBACK COLLEGE the contract for the doing of which was heretofore entered into on the 29th day of SEPTEMBER, 2003, which contract was made with C.M.F., INC., Orange, California as Contractor; that said improvements were completed on OCTOBER 25, 2004, and accepted by formal action of the governing board of said District on the 16th day of NOVEMBER, 2004 that title to said property is vested in the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California; that the surety for the above-named Contractor is the SAFECO INSURANCE COMPANY OF AMERICA; that the property hereinafter referred to and on which said improvements were made is described as follows:

SADDLEBACK COLLEGE
28000 MARGUERITE PARKWAY
MISSION VIEJO, CALIFORNIA 92692

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
OF ORANGE COUNTY

By _____ DATED _____
RAGHU P. MATHUR, Ed.D.
Chancellor

STATE OF CALIFORNIA)
) ss.
COUNTY OF ORANGE)

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

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

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

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

RAGHU P. MATHUR, Ed.D.
Chancellor

SUBSCRIBED AND SWORN TO BEFORE ME
this _____ day of _____, 20 ____.

Notary Public in and for
said County and State

Recording Requested
By and Mail to:

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

EXEMPT PER GOVERNMENT CODE 6103

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN, that the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California, is Owner of the property hereinafter described, caused improvements to be made to said property to wit: PACKAGE "O", FRAMING/PLASTER/DRYWALL/INSULATION/DOOR FRAMES AND HARDWARE FOR THE HEALTH SCIENCES BUILDING PROJECT AT SADDLEBACK COLLEGE the contract for the doing of which was heretofore entered into on the 27th day of OCTOBER, 2003, which contract was made with BEST INTERIORS, INC., Orange, California as Contractor; that said improvements were completed on OCTOBER 29, 2004, and accepted by formal action of the governing board of said District on the 16th day of NOVEMBER, 2004 that title to said property is vested in the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California; that the surety for the above-named Contractor is the FIDELITY AND DEPOSIT COMPANY OF MARYLAND; that the property hereinafter referred to and on which said improvements were made is described as follows:

SADDLEBACK COLLEGE
28000 MARGUERITE PARKWAY
MISSION VIEJO, CALIFORNIA 92692

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

By RAGHU P. MATHUR, Ed.D. DATED _____
Chancellor

STATE OF CALIFORNIA)) ss.
COUNTY OF ORANGE)

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

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

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

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

RAGHU P. MATHUR, Ed.D. DATED
Chancellor

SUBSCRIBED AND SWORN TO BEFORE ME
this _____ day of _____, 20____.

Notary Public in and for
said County and State

Recording Requested
By and Mail to:

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

EXEMPT PER GOVERNMENT CODE 6103

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN, that the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California, is Owner of the property hereinafter described, caused improvements to be made to said property to wit: PACKAGE "S", RESILIENT FLOORING AND CARPETING FOR THE HEALTH SCIENCES BUILDING PROJECT AT SADDLEBACK COLLEGE the contract for the doing of which was heretofore entered into on the 27th day of OCTOBER, 2003, which contract was made with SCS FLOORING SYSTEMS, Orange, California as Contractor; that said improvements were completed on NOVEMBER 1, 2004, and accepted by formal action of the governing board of said District on the 16th day of NOVEMBER, 2004 that title to said property is vested in the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California; that the surety for the above-named Contractor is the DEVELOPERS SURETY AND INDEMNITY COMPANY; that the property hereinafter referred to and on which said improvements were made is described as follows:

SADDLEBACK COLLEGE
28000 MARGUERITE PARKWAY
MISSION VIEJO, CALIFORNIA 92692

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
OF ORANGE COUNTY

By _____
RAGHU P. MATHUR, Ed.D. DATED
Chancellor

STATE OF CALIFORNIA)

) ss.

COUNTY OF ORANGE)

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

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

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

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

RAGHU P. MATHUR, Ed.D. DATED
Chancellor

SUBSCRIBED AND SWORN TO BEFORE ME
this _____ day of _____, 20 ____.

Notary Public in and for
said County and State

Recording Requested
By and Mail to:

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

EXEMPT PER GOVERNMENT CODE 6103

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN, that the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California, is Owner of the property hereinafter described, caused improvements to be made to said property to wit: PACKAGE "T", PAINTING FOR THE HEALTH SCIENCES BUILDING PROJECT AT SADDLEBACK COLLEGE the contract for the doing of which was heretofore entered into on the 27th day of OCTOBER, 2003, which contract was made with ADVANTAGE PAINTING, Los Angeles, California as Contractor; that said improvements were completed on NOVEMBER 1, 2004, and accepted by formal action of the governing board of said District on the 16th day of NOVEMBER, 2004 that title to said property is vested in the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California; that the surety for the above-named Contractor is the WESTERN SURETY COMPANY; that the property hereinafter referred to and on which said improvements were made is described as follows:

SADDLEBACK COLLEGE
28000 MARGUERITE PARKWAY
MISSION VIEJO, CALIFORNIA 92692

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
OF ORANGE COUNTY

By RAGHU P. MATHUR, Ed.D. DATED _____
Chancellor

STATE OF CALIFORNIA)) ss.
COUNTY OF ORANGE)

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

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

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

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

RAGHU P. MATHUR, Ed.D. DATED
Chancellor

SUBSCRIBED AND SWORN TO BEFORE ME
this _____ day of _____, 20____

Notary Public in and for
said County and State

Recording Requested
By and Mail to:

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

EXEMPT PER GOVERNMENT CODE 6103

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN, that the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California, is Owner of the property hereinafter described, caused improvements to be made to said property to wit: PACKAGE "W", TOILET PARTITIONS/ TOILET ACCESSORIES FOR THE HEALTH SCIENCES BUILDING PROJECT AT SADDLEBACK COLLEGE the contract for the doing of which was heretofore entered into on the 27th day of OCTOBER, 2003, which contract was made with STAUMBAUGH & ASSOCIATES, INC., Burbank, California as Contractor; that said improvements were completed on NOVEMBER 1, 2004, and accepted by formal action of the governing board of said District on the 16th day of NOVEMBER, 2004 that title to said property is vested in the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California; that the surety for the above-named Contractor is the TRAVELERS CAUALTY AND SURETY COMPANY OF AMERICA; that the property hereinafter referred to and on which said improvements were made is described as follows:

SADDLEBACK COLLEGE
28000 MARGUERITE PARKWAY
MISSION VIEJO, CALIFORNIA 92692

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
OF ORANGE COUNTY

By RAGHU P. MATHUR, Ed.D. DATED _____
Chancellor

STATE OF CALIFORNIA)) ss.
COUNTY OF ORANGE)

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

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

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

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

RAGHU P. MATHUR, Ed.D. DATED
Chancellor

SUBSCRIBED AND SWORN TO BEFORE ME
this _____ day of _____, 20____.

Notary Public in and for
said County and State

Recording Requested
By and Mail to:

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

EXEMPT PER GOVERNMENT CODE 6103

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN, that the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California, is Owner of the property hereinafter described, caused improvements to be made to said property to wit: PACKAGE "BB", PLUMBING FOR THE HEALTH SCIENCES BUILDING PROJECT AT SADDLEBACK COLLEGE the contract for the doing of which was heretofore entered into on the 29th day of SEPTEMBER, 2003, which contract was made with PLUMBING, PIPING & CONSTRUCTION, INC., Cypress, California as Contractor; that said improvements were completed on NOVEMBER 1, 2004, and accepted by formal action of the governing board of said District on the 16th day of NOVEMBER, 2004 that title to said property is vested in the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California; that the surety for the above-named Contractor is the FIRST NATIONAL INSURANCE COMPANY OF AMERICA; that the property hereinafter referred to and on which said improvements were made is described as follows:

SADDLEBACK COLLEGE
28000 MARGUERITE PARKWAY
MISSION VIEJO, CALIFORNIA 92692

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

By RAGHU P. MATHUR, Ed.D. DATED _____
Chancellor

STATE OF CALIFORNIA)) ss.
COUNTY OF ORANGE)

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

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

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

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

RAGHU P. MATHUR, Ed.D. Chancellor	DATED
--------------------------------------	-------

SUBSCRIBED AND SWORN TO BEFORE ME
this _____ day of _____, 20_____.

Notary Public in and for
said County and State

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM: 17
FROM:	CHANCELLOR	DATE: 11/16/04
SUBJECT:	SOCCCD: HEALTH SCIENCES BUILDING: APPROVAL OF CHANGE ORDER REQUESTS	
REASON FOR BOARD CONSIDERATION:	APPROVAL	

BACKGROUND

On April 28, 2003, the Board of Trustees hired C.W. Driver for the management of multiple prime contracts for the construction of the Health Sciences building at Saddleback College. Twenty seven (27) trade contracts have been approved to date for a total combined amount of Eleven Million Eight Hundred Sixteen Thousand Eight Hundred Seventy Five and No/100 Dollars (\$11,816,875.00). Previously approved change orders increased that amount by One Hundred Forty Thousand One Hundred Thirty Four and No/100 Dollars (\$140,134.00) for a revised total contract amount of Eleven Million Nine Hundred Fifty Seven Thousand Nine and No/100 Dollars (\$11,957,009.00).

STATUS

EXHIBIT A describes required modifications contained in Change Order Requests (COR) numbers 69, 70, 71, 72, 75, 76, and 77. Approval of these COR's will result in a decrease of Six Thousand One Hundred Eighty Six and No/100 Dollars (\$6,186.00) in the total project cost and the individual trade contracts will be impacted as shown on EXHIBIT B.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve COR's Nos. 69, 70, 71, 72, 75, 76, and 77, for the Health Sciences building at Saddleback College, as described in EXHIBITS A and B, and authorize staff to execute the corresponding change orders with each of the trade contractors involved which will result in a decrease of Six Thousand One Hundred Eighty Six and No/100 Dollars (\$6,186.00) in the total project cost.

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

**HEALTH SCIENCES BUILDING
AT SADDLEBACK COLLEGE**

EXHIBIT A

November 16, 2004

69	11/1/2004	Furnish and install 12 removable cores and 6 padlocks for exterior service areas.	District	PP	0	\$800.00
70	11/1/2004	Furnish and install fabric wrapped acoustical panels in auditorium.	Architect	PP	0	\$2,100.00
71	11/1/2004	Provide additional caulking at parapet coping to prevent water damage in third floor.	Architect	PP	0	\$757.00
72	11/1/2004	Provide 80 additional shelves in the 2nd. floor mail sorting unit.	Architect	PP	0	\$500.00
75	11/2/2004	To allow for heavy duty vehicular access, excavate natural soil and add additional base material at areas east of the building that are to receive asphalt paving.	District	ATP/PP	0	\$4,800.00
76	11/1/2004	Provide installation only for shades added in COR No. 53. Shades will be furnished by the owner.	District	CP	0	-\$16,238.00
77	11/3/2004	Furnish and install 150 pair cable from 2nd. floor switcher to 2nd. floor IDF room.	District	PP	0	\$1,095.00
TOTAL THESE CHANGE ORDER REQUESTS					0	-\$6,186.00

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

**HEALTH SCIENCES BUILDING
AT SADDLEBACK COLLEGE
CHANGE ORDER REQUEST APPROVAL
November 16, 2004**

Pack.	Bid Package Description	Contract Amount	Previously Apprd COR	COR #69	COR #70	COR #71	COR #72	COR #75	COR #76	COR #77
A	Earthwork / Site Clearing/ Demolition	\$231,700	\$23,000							
B	Electrical / Telephone Relocation	\$193,700	\$11,928							
C	Cast in Place Concrete Piles	\$345,000								
D	Asphalt Paving	\$39,620						\$4,800		
E	Landscape/ Irrigation	\$179,900	\$4,117							
F	Structural Concrete/ Site Concrete/	\$1,190,000	\$22,596							
G	Masonry /CMU	\$218,880	-\$2,679							
H	Structural Steel / Misc Steel / Steel	\$1,599,200	\$8,988							
J	Interior Architectural Woodwork	\$410,310	-\$91,472		\$2,100		\$500			
K	Roofing / Waterproofing	\$141,690								
L	Sheet Metal / Expansion Joints &	\$67,071				\$757				
M	Glass and Glazing	\$500,000	\$2,522							
N	Clay Tile Wall Cladding System	\$387,650	-\$86,600							
O	Framing / Plaster / Drywall / Insulation /	\$1,521,843	\$43,933	\$800						
P	Ceramic Tile	\$126,300	\$12,692							
Q	Acoustical Ceilings / Window Shades	\$192,665	\$29,834						-\$16,238	
S	Resilient Flooring and Carpeting	\$162,769	-\$175							
T	Painting	\$135,730	-\$14,554							
U	Track/ Marker/ Chalk Boards	\$46,515	-\$8,974							
W	Toilet Partitions / Toilet Accessories	\$33,479	\$6,253							
Y	Operable Partitions	\$58,163								
Z	Elevator	\$98,425								
AA	Fire Sprinklers	\$129,372	-\$14,372							
BB	Plumbing / Site Utilities	\$376,280	\$16,110							
CC	Heating, Ventilation and Air	\$1,292,400	\$16,081							
DD	Electrical / Fire Alarm / Low Voltage	\$1,844,500	\$130,786							\$1,
EE	Audio Visual Installation & Equipment	\$293,713	\$15,125							
	B & D Granite		\$14,995							
		\$11,816,875	\$11,957,009	\$800	\$2,100	\$757	\$500	\$4,800	-\$16,238	\$1,

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM: 18
FROM:	CHANCELLOR	DATE: 11/16/04
SUBJECT:	SOCCCD: COURSE MANAGEMENT/DISTANCE EDUCATION SOFTWARE UPGRADE: BLACKBOARD	
REASON FOR BOARD CONSIDERATION: APPROVAL		

BACKGROUND

Since 1999, both colleges have been using the Blackboard course management software to provide Internet-based content support for distance education and on-campus courses. Approximately forty-five distance education courses use the system each year and a total of more than two hundred courses are using this system. The District has recently upgraded this service to allow for integration with MySite. Last year, we contracted directly with BlackBoard for the upgrade.

STATUS

The Community College Foundation provides annual license renewal for BlackBoard software for California Community Colleges at discounted rates. The Foundation has quoted an annual license rate of \$104,500. Each college has funded this license renewal proportional to their FTES.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve a contract with the Community College Foundation for annual Blackboard license renewal in the amount of \$104,500 for the Blackboard Course Management System.

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	19
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	SOCCCD: PEOPLEADMIN, INC. SERVICE AGREEMENT RENEWAL		
REASON FOR BOARD CONSIDERATION:	APPROVAL		

BACKGROUND

PeopleAdmin provides software systems uniquely designed to automate the recruitment process used in Higher Education and the Public Sector. After approval by the Board in September, 2002, a Service Agreement was executed on October 3, 2002 between PeopleAdmin, Inc. and the District to provide an applicant management system for the District. On November 19, 2003, the Board approved the First Service Agreement Renewal for 2004.

STATUS

The term of the First Service Agreement Renewal with PeopleAdmin, Inc. was for a period of 12 months, and expires on December 15, 2004. Pursuant to the original Service Agreement, the annual renewal service fee, in the amount of \$23,500 is now due. Attached is the Second Amendment to Service Agreement in the amount of \$23,500 to renew the services between the District and PeopleAdmin, Inc., outlining the terms, conditions and cost of the renewal (*Exhibit A*). Funding is included in the 2004/2005 budget. The Second Service Agreement Renewal shall extend for twelve (12) months from the end of the First Service Agreement Renewal term date.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the Second Amendment to Service Agreement with PeopleAdmin, Inc. in an amount not to exceed \$23,500 for the annual service fee renewal as specified in the attached agreement and authorize the administration to so execute it (*Exhibit A*).

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:



Second Amendment to Service Agreement

Customer Name South Orange County Community College District			
Street Address 28000 Marguerite Parkway	City Mission Viejo	State CA	Zip 92692

In this Second Amendment to Service Agreement (the "Second Amendment") dated effective November 1, 2004, Customer refers to the organization named above and "PeopleAdmin" refers to PeopleAdmin, Inc., 1717 West 6th Street, Suite 270, Austin, Texas 78703.

On or about October 3, 2002, Customer and PeopleAdmin executed a Service Agreement (the "Original Agreement") related to software services offered by PeopleAdmin on a fully hosted basis to assist in automating the acceptance and processing of employment applications. The Original Agreement was modified by a First Amendment to Service Agreement (the "First Amendment") dated effective November 1, 2003. In consideration of the mutual rights and obligations in the Original Agreement, the First Amendment, and this Second Amendment, Customer and PeopleAdmin agree to amend the Original Agreement as follows:

1. The term of the Original Agreement (as amended) is extended by twelve (12) months (the "Second Renewal Term") from the end of the current term. Customer and PeopleAdmin agree that the current term ends December 15, 2004.
2. An additional Service Fee of \$23,500 covering provision of the Services (as defined in the Original Agreement) during the Second Renewal Term is due upon execution of this Second Amendment.

Except as agreed above, all other terms and conditions of the Original Agreement remain in full force and effect.

_____ Authorized Customer Signature	_____ Date	_____ PeopleAdmin Signature	_____ Date
_____ Printed Name	_____ Title	_____ Printed Name	_____ Title

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM: 20
FROM:	CHANCELLOR	DATE: 11/16/04
SUBJECT:	SOCCCD: HEALTH SCIENCES BUILDING: PACKAGE "EE", AUDIO VISUAL: CHANGE ORDER NO. 3	
REASON FOR BOARD CONSIDERATION:	APPROVAL	

BACKGROUND

On January 20, 2004, the Board of Trustees approved a contract with GMF Sound, Inc., to provide audio visual equipment and installation for the Health Sciences building at Saddleback College for the amount of Two Hundred Ninety-three Thousand Seven Hundred Thirteen and No/100 Dollars (\$293,713.00). Two change orders were approved subsequently increasing the contract amount to Three Hundred Eight Thousand Eight Hundred Thirty-eight and No/100 Dollars (\$308,838.00).

STATUS

Due to delays and coordination problems with owner furnished equipment, the contractor is requesting a time extension as described in EXHIBIT A. The project manager and district staff agree that this is a reasonable request.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve Change Order No. 3 to GMF Sound, Inc., revising the time for completion of the audio visual equipment and installation package for the Health Sciences building as shown in EXHIBIT A.

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

CHANGE ORDER NO. 3

PROJECT: Health Science Building: Package EE, Audio Visual Equipment and Installation

TO: GMF Sound, Inc. 1961 N. Main Street, Orange, CA 92865

You are hereby directed to provide the extra work necessary to comply with this Change Order.

DESCRIPTION OF CHANGE: Time extension only

COST (This cost shall not be exceeded.):

Contract price as revised	\$	<u>308,838.</u>
by previous change order		
Change Order amount:	\$	<u>-0-</u>
New contract price:	\$	<u>308,838.</u>

TIME FOR COMPLETION:

<u>Area</u>	<u>Original date</u>	<u>Revised date</u>
First Floor	10-26	11-26
Second Floor	11-09	11-26
Auditorium/Control Rm.	11-17	12-08
Third Floor	12-02	12-22

Contractor agrees to perform the above-described work in accordance with the above terms and in compliance with applicable sections of the Project Documents. The amount of the charges under this Change Order is limited to the charges allowed under Article 59 of the General Conditions. The adjustment in the contract sum, if any, and the adjustment in the contract time, if any, set out in this Change Order shall constitute the entire compensation and/or adjustment in the contract time due Contractor arising out of the change in the work covered by this Change Order, unless otherwise provided in this Change Order.

No additions or deletions to this Change Order shall be allowed, except with written permission of District. Contractor accepts the terms and conditions stated above as full and final settlement of any and all claims arising from this Change Order.

This Change Order is hereby agreed to, accepted and approved.

CONTRACTOR

By: _____
Signature

Print Name

Title

Date

DISTRICT

By: _____
Signature

Raul A. Villalba
Print Name

Director of Purchasing & Facilities Planning
Title

Date

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	21
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	SOCCCD: HEALTH SCIENCES BUILDING: AMENDMENT TO AUDIO VISUAL PROJECT MANAGEMENT AGREEMENT		
REASON FOR BOARD CONSIDERATION:	APPROVAL		

BACKGROUND

On January 20, 2004, the Board of Trustees approved an agreement with TV Magic, Inc., to provide project management services for audio visual installation during construction of the Health Sciences building at Saddleback College for the amount of Forty Thousand and No/100 Dollars (\$40,000.00)

STATUS

There is a need to implement changes requested by the college for engineering and project management services beyond those specified in the original agreement. These changes are related to furnishing auto-tracking cameras in the distance learning classrooms and the addition of amplifiers in the other three rooms. The additional fee for providing these services is One Thousand One Hundred Ten and No/100 Dollars (\$1,110.00) for a revised total of Forty-one Thousand One Hundred Ten and No/100 Dollars (\$41,110.00) as shown on EXHIBIT A. Funds are available in the project account.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve an amendment to the agreement with TV Magic, Inc. (EXHIBIT A) to modify the scope of services for project management for audio visual installation during construction of the Health Sciences building at Saddleback College, increasing the total compensation to Forty-one Thousand One Hundred Ten and No/100 Dollars (\$41,110.00).

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

AMENDMENT

**TO AGREEMENT FOR PROJECT MANAGEMENT SERVICES
FOR AUDIO VISUAL INSTALLATION
AT THE HEALTH SCIENCES BUILDING
AT SADDLEBACK COLLEGE**

NOVEMBER 17, 2004

THIS AMENDMENT shall modify the original agreement dated January 21, 2004, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT," and TV Magic, Incorporated, 4887 Ronson Court, Suite D, San Diego, CA 92111, hereinafter referred to as "CONSULTANT."

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

WHEREAS, Article 1 establishes the scope of services to be provided by the CONSULTANT; and

WHEREAS, Article 3 establishes the compensation to be paid to CONSULTANT for services under the agreement; and

WHEREAS, to implement changes requested by the DISTRICT there is a need for engineering and project management services beyond those specified in the original agreement,

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

1. CONSULTANT's services shall include changing single line drawings, database and wire cables to add TOA Mixer/Amplifier to 3 classrooms, including volume controls and revised I-O panels.

2. CONSULTANT's services shall also include modifying documentation associated with furnishing auto-tracking cameras for rooms 207 and 208, including camera base units and control system.

3. Total fee to be paid to CONSULTANT by the DISTRICT for satisfactory completion of services as hereby amended shall be increased by One Thousand One Hundred Ten Dollars for a revised total of Forty One Thousand One Hundred Ten and no/100 Dollars (\$41,110.00).

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

"DISTRICT"

South Orange County Community College District

By: _____
Gary Poertner

Title: Deputy Chancellor

Date: _____

"CONTRACTOR"

TV Magic

By: _____

Title: _____

Date: _____

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	22
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	SOCCCD: TRANSFER OF BUDGET APPROPRIATIONS		
REASON FOR BOARD CONSIDERATION:	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 are presented for approval.

RECOMMENDATION

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

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

South Orange County Community College District

Transfer of Budget Appropriations

Journal Number	BT05-00202	Account 01-6120-0-000-4-025-068-6599 01-7390-0-000-4-025-000-6599	Description SITE (CNTRCT SRV): Physical Plant: Other Operation & Maint Interfund Transfers: Physical Plant:other	From \$402,000.00 <hr/> \$402,000.00	To \$402,000.00 <hr/> \$402,000.00
Journal Number	BT05-00209	Account 01-4344-0-000-1-055-084-6892 01-2383-0-000-1-055-084-6891 01-3520-0-000-1-055-084-6891 01-3620-0-000-1-055-084-6891 01-3220-0-000-1-055-084-6891 01-3320-0-000-1-055-084-6891 01-3360-0-000-1-055-084-6891 01-4580-0-000-1-055-084-6891	Description FEE-BASED SUPPLIES: Guest Artist Series HR SHORTTERM SAL: Civic Light Opera UNEMP NINST STAFF: Civic Light Opera WCOMP CLSSF STAFF: Civic Light Opera PERS NON-INSTR STAFF: Civic Light Opera OASDI NINST CLSSF: Civic Light Opera MEDIC NINST EMPLOY: Civic Light Opera DUPL CHBACKS: Civic Light Opera	From \$35,944.00 <hr/> \$35,944.00	To \$31,850.00 \$207.00 \$765.00 \$680.00 \$1,975.00 \$462.00 \$5.00 <hr/> \$35,944.00
Journal Number	BT05-00221	Account 40-7900-1-000-6-013-081-7100 40-6220-1-481-7-013-092-7100	Description CONTINGENCY: Property & Facilities Develmt BLDG (CNTRCT SRV): Property & Facilities Develmt	From \$3,410,000.00 <hr/> \$3,410,000.00	To \$3,410,000.00 <hr/> \$3,410,000.00
Journal Number	BT05-00227	Account 01-6410-0-004-9-015-000-6780 01-5811-0-004-9-015-000-6780	Description NEW EQUIPMENT: Management Information Systems CONTRACT SERVICES: Information Systems & Services	From \$20,000.00 <hr/> \$20,000.00	To \$20,000.00 <hr/> \$20,000.00
Journal Number	BT05-00238	Account 96-7900-D-M01-4-036-000-0000 96-4600-D-M01-4-036-000-0000	Description CONTINGENC: ASG OFFICE NINSTR SUP: ASG OFFICE	From \$4,111.00 <hr/> \$4,111.00	To \$4,111.00 <hr/> \$4,111.00
Journal Number	BT05-00269	Account 01-6220-0-000-1-025-000-6720 01-7390-0-000-1-025-000-6720	Description BLDG (CNTRCT SRV): Fiscal & Budgetary Services INTERFUND TRANSFERS: Fiscal Operations	From \$657,000.00 <hr/> \$657,000.00	To \$657,000.00 <hr/> \$657,000.00
TOTAL				\$4,529,055.00	\$4,529,055.00

Recommended for Ratification

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

Saddleback College

Journal Number	BT05-00199	BT05-00216	BT05-00220	BT05-00234	BT05-00252	BT05-00262
	BT05-00212	BT05-00217	BT05-00232	BT05-00248	BT05-00254	
	BT05-00215	BT05-00218	BT05-00233	BT05-00251	BT05-00261	

Irvine Valley College

Journal Number	BT05-00200	BT05-00241	BT05-00245	BT05-00266
	BT05-00225	BT05-00242	BT05-00253	BT05-00271
	BT05-00240	BT05-00243	BT05-00256	BT05-00272

District Services

Journal Number	BT05-00201
	BT05-00258

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	23
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	SOCCCD: BUDGET AMENDMENT: ADOPT RESOLUTION NO. 04-32 TO AMEND 2004-05 RESTRICTED GENERAL FUND		
REASON FOR BOARD CONSIDERATION:	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 which was unknown at the time of the adoption of the final budget.

STATUS

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

Board Financial Assistance Program (BFAP) at Saddleback College	\$20,641
Cooperative Agencies Resources for Education (CARE) Program at Saddleback	\$1,208
Cooperative Agencies Resources for Education (CARE) Program at Irvine Valley	-\$1,058
Extended Opportunity Programs and Services (EOPS) Program at Saddleback	\$45,551
Extended Opportunity Programs and Services (EOPS) Program at Irvine Valley	\$41,404
Disabled Student Program and Services Grant for Irvine Valley College	\$45,267
Instructional Equipment and Library Materials at Saddleback College	-\$59,215
CalWORKS Program at Saddleback College	\$2,995
CalWORKS Program at Irvine Valley College	-\$2,996
Matriculation (Credit) Program at Irvine Valley College	\$33,867
Matriculation (Non-Credit) Program at Irvine Valley College	\$701
TANF Program at Saddleback College	\$771
TANF Program at Irvine Valley College	-\$1,213
State Block Grant at Saddleback College	\$360,795
State Block Grant at Irvine Valley College	\$188,360
California Articulation Number System (CAN) Grant for Saddleback College	\$5,000
Total Increase to General Fund	<u>\$682,078</u>
 Total Budget Amendment	 <u>\$682,078</u>

In order to properly account for the revenues and expenditures of these funds, it is necessary to amend the 2004/2005 Adopted Budget.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution 04-32 to amend the 2004/2005 Adopted Budget as indicated in Exhibits A & B.

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

RESTRICTED GENERAL FUND

RESOLUTION 04-32

November 16, 2004

WHEREAS, the Governing Board of the South Orange County Community College District has determined that income in the amount of \$682,078 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	8199	Federal Revenue	-\$442
01	8619	State Revenue	\$20,641
01	8622	State Revenue	\$87,105
01	8623	State Revenue	\$45,267
01	8629	State Revenue	\$524,507
01	8699	State Revenue	\$5,000
			<u>\$682,078</u>

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

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Title 5 of the California Code of Regulations, Section 58199.5, such excess funds are to be appropriated according to the following schedule:

<u>Fund</u>	<u>Account</u>	<u>Expenditure Description</u>	<u>Amount</u>
01	1000	Academic Salaries	\$30,943
01	2000	Classified Salaries	\$46,530
01	3000	Fringe Benefits	\$1,750
01	4000	Books and Supplies	\$11,750
01	5000	Other Operating Expenses & Services	\$57,758
01	6000	Capital Outlay	\$489,940
01	7000	Other Outgo	\$43,407
			<u>\$682,078</u>

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
RESTRICTED GENERAL FUND

RESOLUTION 04-32

November 16, 2004

BUDGET AMENDMENT EXPENDITURE DETAIL

Board Financial Assistance Program (BFAP) at Saddleback College

INCOME

01- 8619- 1-021-1-026-000-6460	BFAP at Saddleback College	<u>20,641</u>
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EXPENDITURE

01- 5153- 1-021-1-026-000-6460	Consultant	<u>20,641</u>
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Cooperative Agencies Resources for Education (CARE) Program at Saddleback

INCOME

01- 8622- 1-022-1-051-000-6310	CARE Program at Saddleback College	<u>1,208</u>
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EXPENDITURE

01- 1414- 1-022-1-051-000-6310	Temporary Non-Classroom Faculty, Summer	<u>1,208</u>
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Cooperative Agencies Resources for Education (CARE) Program at Irvine Valley

INCOME

01- 8622- 1-022-4-035-000-6310	CARE Program at Irvine Valley College	<u>-1,058</u>
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EXPENDITURE

01- 7500- 1-022-4-035-075-6310	Student Financial Aid	<u>-1,058</u>
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Extended Opportunity Programs and Services (EOPS) Program at Saddleback

INCOME

01- 8622- 1-023-1-000-000-0000	EOPS Program at Saddleback College	<u>45,551</u>
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EXPENDITURE

01- 1412- 1-023-1-051-077-6430	Temporary Non-Classroom Faculty, Overload	7,040
01- 1414- 1-023-1-051-077-6430	Temporary Non-Classroom Faculty, Summer	12,000
01- 5270- 1-023-1-051-077-6430	Conferences	2,000
01- 5271- 1-023-1-051-077-6430	Community Relations.	4,000
01- 5810- 1-023-1-051-077-6430	Contracted Printing	8,000
01- 7600- 1-023-1-051-077-6430	Other Payments to Students	<u>12,511</u>
		<u>45,551</u>

Extended Opportunity Programs and Services (EOPS) Program at Irvine Valley

INCOME

01- 8622- 1-023-4-035-077-6430	EOPS Program at Irvine Valley College	<u>41,404</u>
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EXPENDITURE

01- 1211- 1-023-4-035-077-6430	Regular Non-Classroom Faculty Salary	2,200
01- 2346- 1-023-4-035-077-6430	Non- Instructional Classified Substitute	4,000
01- 3210- 1-023-4-035-077-6430	PERS Instructional Staff	700
01- 3310- 1-023-4-035-077-6430	OASDI Instructional Staff	700
01- 3510- 1-023-4-035-077-6430	UNEMPLOYMENT Instructional Staff	100
01- 3610- 1-023-4-035-077-6430	WORKERS' COMP Instructional Staff	250
01- 4600- 1-023-4-035-077-6430	Non-instructional Supplies & Materials	1,500
01- 7500- 1-023-4-035-077-6430	Student Financial Aid	5,000
01- 7600- 1-023-4-035-077-6430	Other Payments to Students	<u>26,954</u>
		<u>41,404</u>

Disabled Student Program and Services (DSP&S) Grant for Irvine Valley College

INCOME

01- 8623- 1-024-4-035-075-6420	DSP&S Grant for Irvine Valley College	<u>45,267</u>
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EXPENDITURE

01- 2483- 1-024-4-035-075-6420	Hourly Instructional Staff Salary	<u>45,267</u>
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Instructional Equipment and Library Materials at Saddleback College

INCOME

01- 8629- 1-025-1-000-000-0000	Instructional Materials and Library Materials at Saddleback College	<u>-59,215</u>
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EXPENDITURE

01- 6411- 1-025-1-052-061-0799	New Equipment Technology	<u>-59,215</u>
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CalWORKS Program at Saddleback College

INCOME

01- 8629- 1-026-1-000-000-0000	CalWORKS Program at Saddleback College	<u>2,995</u>
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EXPENDITURE

01- 1414- 1-026-1-051-000-6310	Temporary Non-Classroom Faculty, Summer	<u>2,995</u>
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CalWORKS Program at Irvine Valley College

INCOME

01- 8629- 1-026-4-035-000-6310	CalWORKS Program at Irvine Valley College	<u>-2,996</u>
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EXPENDITURE

01- 2383- 1-026-4-035-000-6460	Hourly Short-term Staff Salary	<u>-2,996</u>
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Matriculation (Credit) Program at Irvine Valley College

INCOME

01- 8629- 1-030-4-024-000-6320	Matriculation (Credit) Program at Irvine Valley College	<u>33,867</u>
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EXPENDITURE

01- 1415- 1-030-4-024-000-6320	Hourly Non-classroom Faculty Stipend	5,500
01- 4600- 1-030-4-024-000-6320	Non-instructional Supplies and Materials	10,000
01- 5810- 1-030-4-024-000-6320	Contract Printing	10,000
01- 5840- 1-030-4-024-000-6320	Postage	<u>8,367</u>
		<u>33,867</u>

Matriculation (Non-Credit) Program at Irvine Valley College

INCOME

01- 8629- 1-031-4-024-000-6320	Matriculation (Non-Credit) Program at Irvine Valley College	<u>701</u>
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EXPENDITURE

01- 2483- 1-031-4-024-000-6320	Hourly Instructional Short-term Salary	<u>701</u>
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TANF Program at Saddleback College

INCOME

01- 8199- 1-033-1-000-000-0000	TANF Program at Saddleback College	<u>771</u>
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EXPENDITURE

01- 2141- 1-033-1-051-000-6310	Regular Clerical/Secretarial Staff	<u>771</u>
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TANF Program at Irvine Valley College

INCOME

01- 8199- 1-033-4-035-000-6310	TANF Program at Irvine Valley College	<u>-1,213</u>
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EXPENDITURE

01- 2141- 1-033-4-035-000-6310	Regular Clerical/Secretarial Salary	<u>-1,213</u>
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State Block Grant for Saddleback College

INCOME

01- 8629- 1-035-1-000-000-0000	State Block Grant for Saddleback College	<u>360,795</u>
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EXPENDITURE

01- 6410- 1-035-1-025-000-4900	New Equipment; Interdisciplinary Studies	<u>360,795</u>
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State Block Grant for Irvine Valley College

INCOME

01- 8629- 1-035-4-000-000-0000	State Block Grant for Irvine Valley College	<u>188,360</u>
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EXPENDITURE

01- 6410- 1-035-4-025-000-6720	New Equipment: Fiscal Operations	<u>188,360</u>
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California Articulation Number System (CAN) Grant for Saddleback College

INCOME

01- 8699- 1-038-0-051-074-6310	CAN Grant for Saddleback College	<u>5,000</u>
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EXPENDITURE

01- 4600- 1-038-0-051-074-6310	Non-Instructional Supplies and Materials	250
01- 5270- 1-038-0-051-074-6310	Conference	1000
01- 5810- 1-038-0-051-074-6310	Contract Printing	<u>3750</u>
		<u>5,000</u>

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

RESTRICTED GENERAL FUND

RESOLUTION 04-32

November 16, 2004

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 November 16, 2004.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 17th day of November, 2004.

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

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	24
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	SOCCCD: PURCHASE ORDERS/CONFIRMING REQUISITIONS		
REASON FOR BOARD CONSIDERATION:	APPROVAL		

BACKGROUND

In accordance with the provisions of Article 4 of Chapter 8 of the California Education Code, commencing with Section 85230, purchase orders/confirming requisitions and purchase order change order listings are submitted for Board of Trustees' approval.

STATUS

Purchase orders processed in accordance with the general priorities of the adopted budget and numbered 01616 through 01811 totaling \$2,241,586.40 are submitted to the Board of Trustees for approval. Confirming requisitions dated 10/09/04 through 10/29/04 totaling \$137,372.61 are also submitted.

RECOMMENDATION

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

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote :

BOARD OF TRUSTEES PURCHASE ORDER LISTING

v4.2

Purchase Order Numbers P05-01616 Through P05-01811

PO #	Vendor Name	Purchase Order Description	Total Cost
* P05-01616	L.A. TIMES	ADVERTISING	\$185.64
P05-01617	CCC	Renew BlackBoard License Fee for SOCCCD	\$104,500.00
P05-01618	HITT MARKING DEVICES, INC.	ANNUAL OFFICE/LIBRARY SUPPLY ORDER	\$19.99
P05-01619	ECCTYC	Payment on Invoice for Membership	\$85.00
P05-01620	QUINLAN PUBLISHING GROUP	Subscription	\$167.00
P05-01621	SCANTRON CORP.	CARDS FOR SURVEY	\$.00
P05-01622	CORPORATE BUSINESS INTERIORS	FURNITURE HS BLDG-RMS 239 & 240	\$10,686.12
P05-01623	U.S. POSTMASTER	POSTAGE DUE/BUSINESS REPLY ACCT'S	\$1,000.00
P05-01624	O'DONNELL, NANCY ELIZABETH	Instructor Fee	\$200.00
P05-01625	QUALITY AIRE, INC.	REPLACEMENT ICE MACHINE	\$3,352.10
P05-01626	GALL'S OF LONG BEACH	POLICE SUPPLIES	\$98.84
P05-01627	COX COMMUNICATIONS	GROSS ADVERTISING FEE	\$7,811.64
P05-01628	MALCOLITE CORPORATION	ELECTRICAL SUPPLIES	\$610.92
P05-01629	SADDLEBACK SAND & GRAVEL	SANDBAGS	\$258.60
P05-01630	GAIL MATERIALS	INFIELD MIX	\$1,113.94
P05-01631	SOFTWARE eSOURCE	Software	\$2,747.00
P05-01632	B & H PHOTO	Tech Renewal/Screens	\$728.96
P05-01633	VIDEOTAPE PRODUCTS, INC.	Tech Renewal	\$29,575.22
P05-01634	B & H PHOTO	TV Production equipment	\$713.74
P05-01635	COAST COMMUNITY COLLEGE DIST.	Add. Certificates for 2004 Medallion Awa	\$20.00
P05-01636	NUTRITION ACTION NEWSLETTER	Dept. Resource	\$24.00
P05-01637	UNIV. OF CAL., DAVIS	Dept. Resource	\$10.00
P05-01638	RIO GRANDE ALBUQUERQUE	TOOL ROOM/JEWELRY SUPPLIES	\$285.83
P05-01639	UNIQUE BOOKS	Library DVD's per Tom Weisrock request	\$327.64
P05-01640	WORLD BOOK, INC.	Library Ref. Books per Tom Weisrock Requ	\$462.24
P05-01641	EARTHLINK INC	Payment for support services Acct #76791	\$23.95
P05-01642	SIGMA ALDRICH CHEMICAL CO.	CHEMICALS FOR LABS	\$34.60
P05-01643	H2 ENVIRONMENTAL CONSULTING	SURVEY & TESTING	\$2,660.00
P05-01644	ORPHARION RECORDINGS	Professional Services	\$500.00
P05-01645	ORPHARION RECORDINGS	Professional Services	\$500.00
P05-01646	RICOH BUSINESS SYSTEMS, INC.	MAINT. CONTRACT	\$2,638.13
P05-01647	OC WEEKLY	ADVERTISING AD	\$440.00
P05-01648	FISHER SCIENTIFIC	INCUBATOR FOR BIOLOGY	\$4,125.59
P05-01649	SSP AUTO EQUIPMENT, INC.	REPAIR PARTS	\$115.03
P05-01650	SNAP-ON TOOLS CORP.	TOOLS	\$255.03
P05-01651	GRAPHIC DISTRIBUTORS	PHOTO SUPPLIES	\$527.17
P05-01652	HAITBRINK ASPHALT PAVING, INC.	ASPHALT PAVING	\$16,500.00
P05-01653	LAB SAFETY SUPPLY CO.	SAFETY SUPPLIES	\$106.18
P05-01654	GANDER-PRINTCO	BUSINESS CARDS	\$96.44
P05-01655	RADIO SHACK	AV SUPPLIES	\$150.00
P05-01656	JANE	SUBSCRIPTION	\$11.00
P05-01657	MARIE CLAIRE	SUBSCRIPTION	\$12.00
P05-01658	COSMO GIRL	SUBSCRIPTION	\$15.00
P05-01659	SPORTSWEAR INTERNATIONAL	SUBSCRIPTION	\$80.00
P05-01660	GANDER-PRINTCO	BUSINESS CARDS FOR INTERIM DEAN	\$42.56
P05-01661	MC MAHAN BUSINESS INTERIORS	Technology renewal/Comp. Desks	\$4,293.84
P05-01662	APPLE COMPUTER, INC.	Tech Renewal/Mac equip.	\$284.46
P05-01663	DELL MARKETING	Tech Refresh	\$438.29
P05-01664	AMER. POWER CONVERSION	APC Service Repair	\$600.00
P05-01665	RIDER HUNT LEVETT & BAILEY LTD	IVC PARKING LOT	\$1,500.00
P05-01666	MONTGOMERY HARDWARE	COMPUTER EQUIPMENT	\$4,837.16
P05-01667	HOTSY EQUIPMENT CO.	AUTOMOTIVE PARTS	\$54.37
P05-01668	GANDER-PRINTCO	new business cards for front office staf	\$127.68
P05-01669	SCIAC	Institutional Membership-SCIAC	\$40.00
P05-01670	GMF SOUND, INC.	BRACKETS/CEILING MOUNTS	\$579.50

Blanket Purchase Order Requisition

Requisition #: RB05-00921	PO #P05-01617	Status: Complete
Requisitioner: Allan MacDougall/IT/4330		Req. Date: 9/17/04 (2005)
Order Site: SDCC, SC Dist Information Technol		Room:
		Req. Cost: \$104,500.00
Vendor Code: 032119, CCC		Encumbered:
Req. Info: Renew BlackBoard License Fee for SO		Expensed: \$104,500.00
		Invoiced: \$104,500.00

Account Number	Amount	Expensed	Yr
01-5812-2-074-1-025-000-4900	69,670.00	69,670.00	05
01-5812-0-000-4-041-061-4900	17,415.00	17,415.00	05
01-5812-2-074-4-075-015-0701	17,415.00	17,415.00	05

Description of Blanket Order

Board Approved 9/29/03

Renew BlackBoard License Fee for SOCCCD
and its two colleges, Saddleback
College and Irvine Valley College.

License Fee Dates: 07/01/04 through
6/30/05

FCCC Contract Price \$67,500.00
Savings to College \$ 5,000.00

FCCC Contract Price for BlackBoard Asp
Services \$42,000.00

Total \$104,500.00

FCCC Invoice Date: 07/06/04
FCCC Invoice #: IN517

BlackBoard Invoice Date: 06/18/04
BlackBoard Invoice #: CRM2001005410

Requisition Total: \$104,500.00

Approved by:

Date:

Requisition History Notepad

Foundation for California Community Colleges
Attn: Jeri Krajewski
1102 Q Street, 3rd Floor
Sacramento, CA 95184

Tel 916-325-0116
Fax 916-325-0844

Email: jeri@foundationccc.org

Requisition Invoice History

<u>Vendor Name</u>	<u>Invoice #</u>	<u>Amount</u>	<u>Date</u>	<u>Check #</u>	<u>Paid Dt</u>
CCC	IN517	\$104,500.00	7/06/04	033590	10/14/04

Approved by:

Date:

Requisition #RB05-00921

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BOARD OF TRUSTEES PURCHASE ORDER LISTING

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Purchase Order Numbers P05-01616 Through P05-01811

PO #	Vendor Name	Purchase Order Description	Total Cost
P05-01671	VIDEOTAPE PRODUCTS, INC.	CEILING MOUNTS	\$731.98
P05-01672	CHARCOAL MASTER INT'L, INC.	Repair to the water cooler in LIB 224	\$50.00
P05-01673	LONG'S ELECTRONICS	FOR ELECTRONICS LABS	\$51.36
P05-01674	HOLIDAY INN	Refreshments for Accreditation Team Visi	\$600.00
P05-01675	DLT SOLUTIONS	Red Hat software	\$53.88
P05-01676	A-1 AWARDS	Brass Name Plates	\$181.02
P05-01677	BUDDY'S ALL STARS	Basketball team uniforms	\$1,139.91
P05-01678	ANAHEIM BALLET OF ORANGE CO.	Anaheim Ballet-"Nutcracker"	\$10,000.00
P05-01679	LAKE FOREST BEAUTY COLLEGE	Blanket PO needed to pay for contract se	\$120,000.00
P05-01680	CHILDCARE HEALTH PROGRAM/ICRI	CONFERENCE PRESENTER	\$2,000.00
P05-01681	U.S. POSTMASTER	POSTAGE METER FUNDS	\$30,000.00
P05-01682	A-1 FENCE COMPANY	FENCING FOR STAD. WALKWAY	\$4,610.00
P05-01683	HARDY DIAGNOSTICS	LABORATORY MATERIALS	\$3,094.16
P05-01684	DELL MARKETING	Ordering 5 Computers	\$7,564.59
P05-01685	TREND OFFSET PRINTING	District Newsletter Nov. 2004 ed.	\$15,385.35
P05-01686	SPECTRUM LABORATORY PRODUCTS,I	CHEMICALS FOR LABS	\$201.89
P05-01687	HITT MARKING DEVICES, INC.	self inking stamp for books	\$63.52
P05-01688	PASCO SCIENTIFIC	PHYSICS SUPPLIES	\$156.35
P05-01689	SPECTRUM LABORATORY PRODUCTS,I	PHYSICS SUPPLIES	\$47.30
P05-01690	MC KESSON GENERAL MEDICAL	NURSING SUPPLIES	\$567.73
P05-01691	SEPULVEDA BUILDING MATERIALS	OPEN PURCHASE ORDER FOR SUPPLIES	\$312.58
P05-01692	U.S.AIR CONDITIONING DIST INC.	OPEN PURCHASE ORDER FOR SUPPLIES	\$500.00
P05-01693	BOB PARRETT CONSTRUCTION,INC.	REPL TRANSOM PANEL	\$1,323.00
P05-01694	SADDLEBACK GOLF CARS	Police Cart Battery Charger	\$383.35
P05-01695	SO COAST FIRE PROTECTION	SERVICE ABC EXTINGUISHERS	\$290.93
P05-01696	BOB PARRETT CONSTRUCTION,INC.	REPL GYM DOORS	\$5,450.00
P05-01697	BOB PARRETT CONSTRUCTION,INC.	REPL GLASS DOORS GYM	\$8,316.00
P05-01698	BOB PARRETT CONSTRUCTION,INC.	INSTALL NEW DOOR	\$1,489.00
P05-01699	PRESQUE ISLE CULTURES	LABORATORY MATERIALS	\$430.35
P05-01700	VIDEOTAPE PRODUCTS, INC.	RACKMOUNT KIT	\$41.80
P05-01701	SARGENT-WELCH/CENCO	CHEMICALS FOR LABS	\$258.87
P05-01702	SYSTEMS SOURCE, INC.	ERGONOMIC CHAIR:DONNA GRAY	\$224.69
P05-01703	CDW COMPUTER CENTERS	Tech Renewal...	\$9,883.78
P05-01704	B & H PHOTO	Tech Renewal...	\$9,683.49
P05-01705	MERIT SOFTWARE	Instructional Software	\$1,463.25
P05-01706	MINITEX LIBRARY INFO. NETWORK	ANNUAL OFFICE/LIBRARY SUPPLY ORDER	\$1,364.73
P05-01707	MEDCOM, INC., TRAINEX DIV.	TRAINING VIDEOS	\$3,109.87
P05-01708	TROXELL COMMUNICATIONS, INC.	equipment required to expand psych.svcs.	\$1,930.12
P05-01709	DISPLAYS2GO	Supply for 2004 Job Fairs	\$249.07
P05-01710	CCV SOFTWARE	Ordering QuarkXPress with License	\$1,642.33
P05-01711	L.A. GYM EQUIPMENT	New equip for PE 307 weight room	\$678.78
P05-01712	FOOD SYSTEMS, INC.	Emergency Food Vouchers	\$1,000.00
P05-01713	U.S. POSTMASTER	Flat Rate/prepaid postage	\$115.50
P05-01714	HIGH/SCOPE PRESS	Child Development request	\$81.82
P05-01715	TROXELL COMMUNICATIONS, INC.	Projector Lamps	\$1,606.70
P05-01716	SECURE-IT	Security mounts	\$59.51
P05-01717	DELL MARKETING	Purchase 4 Computers from Dell	\$9,956.10
P05-01718	DELL MARKETING	Computer from Dell	\$25,394.82
P05-01719	DELL MARKETING	Computers from Dell	\$13,259.72
P05-01720	CDW COMPUTER CENTERS	Software	\$84.07
P05-01721	JAMECO ELECTRONICS	ELECTRONIC SUPPLIES	\$106.65
P05-01722	TROXELL COMMUNICATIONS, INC.	AV Supplies	\$468.71
P05-01723	KIRK XPEDX	Paper, coverstock	\$356.18
P05-01724	WARD'S NATURAL SCIENCE	METEORITES	\$474.10
P05-01725	MWK LASER PRODUCTS	LASERS FOR PHYSICS	\$203.95

Blanket Purchase Order Requisition

Requisition #: RB05-01016 PO #P05-01679 Status: Need Invoice
Requisitioner: TrudiBaggs/ATAS/4541 Reg. Date: 10/05/04 (2005)
Order Site: STAS, SC Tech & Applied Science B Room: 207
Vendor Code: 010699, LAKE FOREST BEAUTY COLLEGE Reg. Cost: \$120,000.00
Req. Info: Blanket PO needed to pay for contra Encumbered: \$120,000.00
Expensed:
Invoiced:

Account Number	Amount	Expensed	Yr
01-5811-0-000-1-052-018-3007	120,000.00	0.00	05

Description of Blanket Order

BID NO. 1035, BRD. APR. 7/26/04

Blanket p.o. needed for the academic year to pay for contract education for Cosmetology, Cosmetician and Manicuring students. Fall '04-Spring '05.

Not to exceed \$125,000.00

AS PER ALL CONDITIONS, INSTRUCTIONS & SPECIFICATIONS LISTED ON ABOVE BID.

Requisition Total: \$120,000.00

Approved by:

Date:

Requisition #RB05-01016

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BOARD OF TRUSTEES PURCHASE ORDER LISTING

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Purchase Order Numbers P05-01616 Through P05-01811

PO #	Vendor Name	Purchase Order Description	Total Cost
P05-01726	WALTERS WHOLESALE ELECTRIC CO.	BOLLARDS	\$1,091.76
P05-01727	BARNES & NOBLE	PURCHASE BOOK FOR CHANCELLOR	\$56.32
P05-01728	TROYER CONTRACTING CO., INC.	WATERPROOFING	\$2,300.00
P05-01729	R.M. SYSTEM, INC.	FIRE ALARM	\$500.00
P05-01730	WEST-LITE SUPPLY CO.	BALLASTS	\$126.07
P05-01731	PACIFIC OFFICE SOLUTIONS	Konica Maintenance Agreement	\$1,800.00
P05-01732	ARTSCENE	Artscene Subscription	\$430.00
P05-01733	SOCCCD TRUSTEE FOR FEDERAL/STA	Return to Title IV Funds	\$24.00
P05-01734	OAKS, ROBIN	INVESTIGATION SERVICES	\$10,000.00
P05-01735	AMER. GEOTECHNICAL	ENGINEERING SERVICES	\$1,500.00
P05-01736	MARIPOSA HORTICULTURAL ENTER.	TREE/STUMP REMOVAL	\$14,959.00
P05-01737	ALPHASMART, INC.	Alpha Smart keyboards for Lariat	\$440.85
P05-01738	MARK IV PRINT COMMUNICATIONS	Cabeling Services/Phone System	\$618.39
P05-01739	CDW COMPUTER CENTERS	Instructional Tech supplies	\$208.95
P05-01740	CDW COMPUTER CENTERS	Tech Refresh	\$811.65
P05-01741	LEGO EDUCATION	set with software	\$1,037.06
P05-01742	HAITBRINK ASPHALT PAVING, INC.	C/WIDE ROAD PAINTING	\$31,250.00
P05-01743	RMS SYSTEMS, INC.	Software Training Program	\$156.72
P05-01744	LVH ENTERTAINMENT SYSTEMS	THEATER EQUIP. UPGRADE	\$912,733.00
P05-01745	SO COUNTY CHAMBER OF COMMERCE	Membership Renewal	\$235.00
P05-01746	ORANGE CO. AUDITOR-CONTROLLER	Training	\$2,000.00
P05-01747	CONCORDIA UNIVERSITY	Rental of Concordia facilities	\$1,408.75
P05-01748	TICKET CRAFT	Theatre Tickets	\$100.00
P05-01749	LRP PUBLICATIONS	Pay for subscription	\$114.50
P05-01750	TOTAL ERGONOMICS, INC.	ERGO KEYBOARD HOLDER W/RETURN	\$481.00
P05-01751	DELL MARKETING	Computers	\$2,829.73
P05-01752	HI STANDARD	FLASHERS	\$92.28
P05-01753	DIPLOMA TECHNOLOGIES, INC.	Annual Maintenance Agreement	\$120.00
P05-01754	WRITING CENTER JOURNAL	One-Year Subscription to The Writing Cen	\$15.00
P05-01755	PURDUE UNIVERSITY	One year subscription to the Writing Lab	\$15.00
P05-01756	SCHOLASTIC LIBRARY PUBLISHING	Library books per Tom Weisrock request	\$1,506.35
P05-01757	PEPPER MUSIC COMPANY	For various supplies	\$1,000.00
P05-01758	SOCCCD TRUSTEE FOR FEDERAL/STA	Return to Title IV Funds	\$334.00
P05-01759	SYSTEMS SOURCE, INC.	ERGONOMICS - CHAIRS	\$744.44
P05-01760	WEST PUBLISHING CO.	California Education Code, 2004 ed.	\$98.00
P05-01761	ABC ICE HOUSE	dry ice open account	\$250.00
P05-01762	MIDWEST LIBRARY SERVICE	Open PO to purchase books.	\$14,357.00
P05-01763	STEPHEN BIRCH AQUARIUM/MUSEUM	Birch Aquarium tours	\$875.00
P05-01764	RP GROUP	Membership renewal for RP Group	\$300.00
P05-01765	ELECTRONIX EXPRESS	ELECTRONIC PARTS	\$209.72
P05-01766	MOUSER ELECTRONICS	ELECTRONIC PARTS	\$83.55
P05-01767	CPP, INC.	Payment for Shipping/Handling	\$600.00
P05-01768	DOOLEY ENTERPRISES, INC.	AMMUNITION	\$551.68
P05-01769	MARIPOSA HORTICULTURAL ENTER.	TREE REMOVAL	\$1,615.00
P05-01770	TIGER DIRECT	PC Cameras	\$153.32
P05-01771	MPC	Desktop Computer Replacement - District	\$88,441.20
P05-01772	APPLE COMPUTER, INC.	76 Computers	\$295,868.57
P05-01773	ORANGE CO. REGISTER	ADVERTISING	\$12,893.48
P05-01774	OC WEEKLY	ADVERTISING	\$1,942.00
P05-01775	DELL MARKETING	Tech Renewal/B116/A303/B252/B117	\$45,254.62
P05-01776	DELL MARKETING	Tech Renewal/B116/A303/B252/B117	\$45,254.62
P05-01777	DELL MARKETING	Tech Renewal/B116/A303/B252/B117	\$38,789.68
P05-01778	DELL MARKETING	Tech Renewal/B116/A303/B252/B117	\$20,574.16
P05-01779	DELL MARKETING	Tech Refresh/Library laptops	\$34,663.23
P05-01780	W. W. GRAINGER	TOOL CABINET	\$385.96

Blanket Purchase Order Requisition

Requisition #: RB05-01062 PO #P05-01744 Status: Need Invoice
 Requisitioner: J OZUROVICH MOSS 4880 Req. Date: 10/15/04(2005)
 Order Site: SCP , SC Central Plant/Maint @ Op Room:
 Vendor Code: 015985, LVH ENTERTAINMENT SYSTEMS Req. Cost: \$912,733.00
 Req. Info: THEATER EQUIP. UPGRADE Encumbered: \$912,733.00
 Expensed:
 Invoiced:

Account Number	Amount	Expensed	Yr
40-6220-1-483-1-021-000-7101	912,733.00	0.00	05

Description of Blanket Order

THEATER EQUIPMENT UPGRADE (THEATER AND ELECTRICAL SYSTEM) PER BID NO. 1037, PACKAGE A; BASE BID...\$932,189.00

CHANGE ORDER NO. 1 - REDUCING THE CONTRACT AMOUNT.....(\$19,456.00)

BOARD APPROVED 9/27/04

CONTACT: JOHN OZUROVICH (949) 582-4880

Requisition Total: \$912,733.00

Approved by:

Date:

Purchase Order Requisition

Requisition #: RS05-00634 PO #P05-01772

Status: Printed
 Req. Date: 9/08/04 (2005)

Requisitioner: M Schiffelbein/ITC/4882

Room: 10

Req. Cost: \$295,868.57

Order Site: SA , SC A Bluiding (ITC)

Encumbered: \$298,243.38

Ship to Site: SC , SADDLEBACK COLLEGE WAREHOUS

Expensed:

Vendor Code: 030669, APPLE COMPUTER, INC.

Invoiced:

Req. Info: 76 Computers

Account Number	Amount	Expensed	Yr
40-6411-1-471-1-052-061-0799	295,868.57	0.00	05

Ln#	Item #	Qty	Unit	Purchase Order Line Items	Extended Amount	Qty Rcvd
1		76	ea	BOARD APPROVAL ON OCT. 26, 2004 Power Mac G5 Dual 1.8GHz, Part No. ZOAA 2GB DDR400 SDRAM (PC3200) - 4x512, 065-5114 Apple Keyboard & Apple Mouse - U.S. English, 065-4923 Accessory Kit, 065-4894 Mac OS X - U.S. English, 065-4895 NVIDIA GeForce FX 5200 Ultra w/64MB DDR SDRAM, 065-4929 Dual 1.8GHz PowerPC G5, 065-4930 80GB Serial ATA - 7200rpm, 065-4924 8x SuperDrive (DVD-R/CD-RW), 065-4928	170620.00	
2		76	ea	Apple Cinema Display (20" flat panel) M9177LL/A	88844.00	
3		76	ea	APP for Power Mac with Display - Auto Enroll, B4607LL/A	15124.00	

Taxable Amount:	274,588.00
Sales Tax:	21,280.57
Shipping:	
Requisition Total:	295,868.57

Approved by:

Date:

Requisition #RS05-00634

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BOARD OF TRUSTEES PURCHASE ORDER LISTING

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Purchase Order Numbers P05-01616 Through P05-01811

PO #	Vendor Name	Purchase Order Description	Total Cost
P05-01781	VARHO, MATT	Professional Services To Be Rendered	\$300.00
P05-01782	NASFPA	NASFPA Encyclopedia	\$225.00
P05-01783	LLEWELLYN, RAYMOND	Prepayment for Guest Artist	\$150.00
P05-01784	WARD'S NATURAL SCIENCE	DISPOSABLE DROPPERS	\$24.21
P05-01785	WATTS, CHRIS	Prepayment for guest artist	\$150.00
P05-01786	TREE OF LIFE NURSERY	PLANTS FOR NATIVE GARDEN	\$114.59
P05-01787	DISCOUNT SCHOOL SUPPLY	CLASSROOM SUPPLIES	\$2,252.03
P05-01788	WESTERN STATES COMM. ASSOC.	Institutional Membership	\$40.00
P05-01789	MC KESSON GENERAL MEDICAL	TB TESTING SOLUTION	\$669.58
P05-01790	U.S. POSTMASTER	Postage for mailing Spring Schedules	\$6,682.00
P05-01791	CAMPUS CONCERTS	Prepayment for Musician's Services	\$3,000.00
P05-01792	H. W. WILSON CO.	Subscription renewal per Tom Weisrock re	\$1,448.00
P05-01793	LAWRENCE R. WLEZIEN, INC.	SURVEY OF BUSSINNES TECH BUILDING SITE	\$5,700.00
P05-01794	PLUMBING, PIPING & CONSTRUCT.	REPLACE PIPING	\$1,100.00
P05-01795	FREEWAY AUTO SUPPLY	TRANS. SUPPLIES	\$2,000.00
P05-01796	HOME DEPOT	MAINT. SUPPLIES	\$3,000.00
P05-01797	ORANGE CO. REGISTER	Or. Co. Register-Joyce Hanna	\$116.54
P05-01798	ORANGE CO. REGISTER	ADVERTISING	\$531.24
P05-01799	DELL MARKETING	Tech Refresh/Library laptops	\$31,512.03
P05-01800	SIRSI CORPORATION	Maintenance on SIRSI DRA Classic	\$27,590.00
P05-01801	FOOD SYSTEMS, INC.	Refreshments - IVC Cafeteria	\$200.00
P05-01802	FISHER SCIENTIFIC	QUALITY CONTROL INDICATOR	\$137.04
P05-01803	HOBLIT-HAYNES-SANKEY FLT GROUP	2 New Vans for IVC	\$45,209.75
P05-01804	AMAZON.COM	Book order for Academic Senate	\$17.57
P05-01805	MERITLINE	DVD-RW for Board mtgs. & Dist. show	\$56.49
P05-01806	SYSTEMS & HARDWARE, INC.	DLT cartridges and cleaning tapes	\$1,953.34
P05-01807	AUSTIN E.KNOWLTON SCHOOL OF AR	Library DVD	\$35.33
P05-01808	GETTY TRUST PUBLICATIONS	Library dvd	\$37.27
P05-01809	TROXELL COMMUNICATIONS, INC.	Tech Refresh	\$4,125.66
P05-01810	CMF, INC.	FOR HS BLDG.	\$1,299.00
P05-01811	CORPORATE BUSINESS INTERIORS	2 WORKSTATIONS FOR NEW H/S BLDG.	\$2,443.86
			=====
			\$2,241,586.40

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Req. #	Vendor Name	Description	Total Cost
RD05-01021	STORM WATER RES.CONTROL BOARD	STORM WATER PERMIT	\$284.00
RD05-01020	AMER. FENCE CO.	FENCE ADDITIONS FOR JOB SITE	\$395.00
RD05-01019	FORENSIC ANALYTICAL	IVC Photoshop Darkroom Assessment	\$4,675.79
RD05-01018	ALL TECH SERVICE	AV Equip. Repair	\$690.00
RD05-01017	ROTO-ROOTER PLUMBING SERVICE	DRAIN CLEARING	\$730.50
RD05-01016		Guest Artist's fees	\$300.00
RD05-01015	THOMAS, BECKY	to reimburse for rides at the pumpkin pa	\$50.00
RD05-01012	WELLS FARGO #3317	Web Services Literature	\$55.85
RD05-01011	ALFORD, JOANN	COUNSELOR TO ATTEND CONFERENCE	\$784.46
RD05-01010	HALL, LINDA	SUPPLY REIMBURSEMENT	\$43.51
RD05-01009	FOOD SYSTEMS, INC.	To pay for food for the accreditation te	\$3,213.20
RD05-01008	WELLS FARGO #3317	IBM Operational Support Services-VENDOR:	\$189.00
RD05-01007	OFFICE MAX	boise order	\$.00
RD05-01006	MIDWEST LIBRARY SERVICE	Pay for books received.	\$1,267.42
RD05-01005	PROMISSOR, INC.	NURSE ASSISTANT CERTIF EXAMS	\$78.00
RD05-01004		to pay for books purchased at a book fai	\$352.23
RD05-01003	PROMISSOR, INC.	NURSE ASSISTANT CERTIF. EXAMS	\$7,072.00
RD05-01002	WEST COAST TOWING SERVICE, INC	Vehicle Tow Charge	\$75.00
RD05-00995	DUNCAN, DENNIS	Emergency Battery Purchase/Permit Machin	\$101.72
RD05-00994		Pay conference registration	\$40.00
RD05-00993	PRINT MASTERS	EOPS Newsletter printing	\$1,012.85
RD05-00992	NAT'L COALITION-ADV TECH CTRS	Conference Registration - Ed Tacket	\$349.00
RD05-00991	GRAY, JOANNE	Reimbursement of supplies	\$43.09
RD05-00990	LEO, LOUIS	Reimbursement for Counselor Breakfast Su	\$14.28
RD05-00989	PACIFIC COACHWAYS	Field trip to LACMA 11/4/04	\$690.00
RD05-00988	MATHUR, RAGHU P.	CCLC ANNUAL CONVENTION-ANAHEIM	\$240.00
RD05-00987	SELLERS, JOEY	Reimbursement for office supplies	\$47.33
RD05-00986	DORINA IACINO-TAN	Reimbursement for rental of library room	\$20.00
RD05-00984	HORN IMPROVEMENT	Misc. Supplies for music dept.	\$104.22
RD05-00981		ASSIST Statewide Conference, San Jose	\$75.00
RD05-00980	HORN IMPROVEMENT	Parts for Jazz Combo classes	\$350.19
RD05-00979		CIAC Statewide Conference, San Jose, 12-0	\$75.00
RD05-00978			\$.00
RD05-00977	WILLIAMS, JOHN	2005 COMMUNITY COLLEGE FUTURES ASSEMBLY	\$22.00
RD05-00976	WENDEL, ROBERT MUSIC	Rental of Music	\$452.50
RD05-00975	BOLLINGER, PAT	REIMBURSEMENT	\$43.08
RD05-00974	WEST GROUP	Library law book per Tom Weisrock reques	\$70.04
RD05-00973	A-1 AWARDS	NAMEPLATES & ENGRAVING	\$92.13
RD05-00972	AMER. FENCE CO.	FENCE REPAIR	\$200.00
RD05-00971	RENNIE, BONNIE	Interpreter fee for Sign 133/134	\$90.00
RD05-00970	PRINT MASTERS	EOPS Postcards	\$86.20
RD05-00969	LET'S WRAP IT UP	Adv.Gift for Job Fair 2005	\$740.00
RD05-00968	PRINT MASTERS	EOPS Stamps	\$81.89
RD05-00967	ORANGE CO. SHERIFF/CORONER	Conference - Training	\$1,565.00
RD05-00966	WELLS FARGO #3317	Vendor payments to Savon Drug and Regal	\$175.00
RD05-00965	EDWARDS, JOHN W.	Reimbursement for supplies purchased by	\$.00
RD05-00964	EDWARDS, JOHN W.	Reimbursement for supplies purchased by	\$31.27
RD05-00963	CASFAA	Conference/workshop registration	\$50.00
RD05-00962	HOLLYWOOD REPORTER	Magazine for Instructor	\$87.50
RD05-00961	WHITE, DENNIS W.	Reimbursement to D White for printer & s	\$291.91
RD05-00960	SIDOTI, TONY	REIMBURSEMENT CLAIM	\$110.00
RD05-00959		REIMBURSEMENT CLAIM	\$.00
973751	OFFICE MAX	OFFICE SUPPLIES	\$143.28
973675	OFFICE MAX	OFFICE SUPPLIES	\$278.45
973674	OFFICE MAX	OFFICE SUPPLIES	\$164.19
RD05-00958	S & S COMMUNICATIONS	Police Radio Batteries	\$150.85

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Req. #	Vendor Name	Description	Total Cost
973088	OFFICE MAX	OFFICE SUPPLIES	\$128.35
973087	OFFICE MAX	OFFICE SUPPLIES	\$30.63
971388	OFFICE MAX	OFFICE SUPPLIES	\$146.87
RD05-00957		ADN ANNUAL DUES	\$.00
970178	OFFICE MAX	OFFICE SUPPLIES	\$338.21
971146	OFFICE MAX	OFFICE SUPPLIES	\$220.07
941866	OFFICE MAX	OFFICE SUPPLIES	\$25.75
974984	OFFICE MAX	OFFICE SUPPLIES	\$353.32
973077	OFFICE MAX	OFFICE SUPPLIES	\$98.30
971368	OFFICE MAX	OFFICE SUPPLIES	\$231.20
RD05-00956	BOLLINGER, PAT	SUPPLIES	\$40.61
RD05-00955			\$.00
RD05-00954	SAFELITE AUTO GLASS CORP.	WINDSHIELD REPLACEMENT	\$168.66
RD05-00953	BOB PARRETT CONSTRUCTION, INC.	PLYWOOD REPLACEMENT	\$695.00
RD05-00952	S & B FOODS	FOOD/BEV 10/15/04 CHANCELLOR'S ROUNDTAB	\$496.89
RD05-00951	LEO, LOUIS	Reimbursement for Matriculation Newslett	\$.00
RD05-00950	PARMER, HARRY	Reimbursement	\$20.49
RD05-00949	LEO, LOUIS	Reimbursement for Matriculation Newlette	\$.00
RD05-00948	IVC BOOKSTORE	September bookstore billing/CARE	\$422.05
RD05-00947	ACADEMIC SENATE	Curriculum Institute Registration-7/15/0	\$1,150.00
RD05-00946	WELLS FARGO #3465	Carpet Runners	\$300.00
RD05-00945		Conference Expenses	\$485.00
RD05-00944	S & B FOODS	Catering for Accreditation	\$1,426.54
RD05-00943	MILLER, SOPHIE	For Accreditation Meeting	\$11.53
RD05-00942	BARTH, JANET W.	REIMBURSEMENT-FALL 2004 FN 400 TICKET #6	\$157.19
RD05-00940	WEST GROUP	Library Law Book per Tom Weisrock reques	\$51.72
RD05-00939	BRODET, MATT	Reimburse employee for supplies	\$12.61
RD05-00938	RAMOS, JOSE	Repair of optical polishing machine	\$1,378.28
RD05-00935	COMMUNITY COLLEGE LEAGUE	Conference Registration	\$330.00
RD05-00934	VERMA, NEENA	REQUEST TO ATTEND CONFERENCE	\$80.00
RD05-00933	VERMA, NEENA	REQUEST TO ATTEND CONFERENCE	\$165.00
RD05-00932			\$.00
RD05-00931	TEAM ATHLETICS	Basketball Uniforms	\$.00
RD05-00926	COLLEGE BOARD	Sybase update	\$250.00
RD05-00925	PACIFIC COACHWAYS	T. Fernald's 11/4 field trip to LACMA	\$690.00
RD05-00924	NAT'L COLLEGIATE HONORS COUN.	Membership Dues-NCHC	\$375.00
RD05-00923	PACIFIC COACHWAYS	C.Chattopadhyay/11/8 field trip	\$690.00
RD05-00922	SEAMAN, BRIAN L.	Maintenance of Polishing Machine	\$3,600.00
RD05-00921	YANNI, NORMA	REIMBURSEMENT FOR NORMA YANNI - F-1 ORIE	\$14.00
RD05-00920	PACIFIC COACHWAYS	C. Chattopadhyay field trip 11/8/04	\$690.00
RD05-00919	IVERSON, JOHN E.	Video Taping Services	\$160.00
RD05-00918	WRIGHTSMAN, RUTH	Reimbursement of conference fees.	\$356.00
RD05-00917	EBSCO SUBSCRIPTION SERVICE	Pay for subscriptions.	\$5,064.60
RD05-00916	EBSCO SUBSCRIPTION SERVICE	Subscription Adjustment	\$13.67
RD05-00915	MIDWEST LIBRARY SERVICE	Library Books	\$463.00
RD05-00914	WINSTON, KATHLEEN	Conference for Kathleen Winston	\$1,449.20
RD05-00913	ALL TECH SERVICE	Repair of video equip	\$95.00
RD05-00912	ARNOTT, JAMES	NSF Project	\$4,900.00
RD05-00911	WILLIS, CHARLES	NSF Project	\$4,900.00
RD05-00910	COAST LEARNING SYSTEMS	CA/JRN 1 telecourse licensing	\$940.00
RD05-00907	VERIZON CALIFORNIA, INC.	Pager Service	\$40.45
RD05-00906	ININNS, ELIZABETH	Reimbursement of conference fees.	\$356.00
RD05-00905	CHARCOAL MASTER INT'L, INC.	WATERCOOLER REPAIR	\$.00
RD05-00904	SADDLEBACK COLLEGE STUDENT	EOPS Outreach Activity- Speaker Dolores	\$2,000.00
RD05-00903	BELIC, ZORAN	Postcards for Art Gallery show	\$185.34
973308	OFFICE MAX	OFFICE SUPPLIES	\$20.44

BOARD OF TRUSTEES CONFIRMING REQUISITION LISTING

v4.2

Req. #	Vendor Name	Description	Total Cost
970977	OFFICE MAX	OFFICE SUPPLIES	\$92.03
931166	OFFICE MAX	OFFICE SUPPLIES	\$19.96
973552	OFFICE MAX	OFFICE SUPPLIES	\$34.15
940248	OFFICE MAX	OFFICE SUPPLIES	\$36.30
			\$.00
			\$.00
RD05-00902	SADDLEBACK COLLEGE BOOKSTORE	Bookstore pymt for bus passes	\$1,500.00
RD05-00901	HUSTING, ROBINA	REIMBURSEMENT	\$49.11
974426	OFFICE MAX	OFFICE SUPPLIES	\$47.79
RD05-00900	SADDLEBACK COLLEGE BOOKSTORE	Bookstore pymt for CARE bookvocher progr	\$4,791.77
RD05-00899	SADDLEBACK COLLEGE BOOKSTORE	EOPS bookstore textbook payment	\$55,435.92
RD05-00898			\$.00
RD05-00897	WELLS FARGO #4214	TO PURCHASE GAS FOR VANS	\$.00
RD05-00896	DIPLOMA TECHNOLOGIES, INC.	Annual Maintenance Agreement	\$.00
RD05-00894	ROCKHURST COLLEGE CONT. ED CTR	SWMINAR - WINSTON/RICE	\$338.00
973962	OFFICE MAX	INSTRUCTION SUPPLIES	\$197.24
974956	OFFICE MAX	OFFICE SUPPLIES	\$147.35
974728	OFFICE MAX	FEE-BASED SUPPLIES	\$241.13
			\$.00
974303	OFFICE MAX	OFFICE SUPPLIES	\$130.99
973881	OFFICE MAX	OFFICE SUPPLIES	\$60.19
973604	OFFICE MAX	OFFICE SUPPLIES	\$417.43
973420	OFFICE MAX	OFFICE SUPPLIES	\$183.62
941865	OFFICE MAX	OFFICE SUPPLIES	\$136.02
941864	OFFICE MAX	OFFICE SUPPLIES	\$80.98
971792	OFFICE MAX	OFFICE SUPPLIES	\$23.74
940913	OFFICE MAX	OFFICE SUPPLIES	\$294.36
RD05-00893	COMMUNITY COLLEGE LEAGUE	Registration, 2004 CCLC Annual Conventio	\$285.00
RD05-00891	NCLEX PROGRAM REPORTS	Subscription for NCLEX-RN reports	\$300.00
RD05-00890			\$.00
RD05-00888	SADDLEBACK COLLEGE BOOKSTORE	Saddleback Bookstore Billing/EOPS	\$364.46
RD05-00887	U.S. POSTMASTER	Postage for mailing of Spring 05 Schedul	\$.00
RD05-00883	THOMAS, ARLENE	Reimbursement	\$91.54
RD05-00882	BOB PARRETT CONSTRUCTION, INC.	NEW DOOR	\$1,096.00
RD05-00881	ORANGE CO. SHERIFF/CORONER	Police Officer Training Course	\$.00
RD05-00880	ANDERSON, RANDY	Reimbursement for shipping costs.	\$94.73
RD05-00879	S & B FOODS	BEV./COOKIES 10/12/04 ACCREDITATION	\$61.07
RD05-00878	S & B FOODS	FOOD/BEV. 9/27/04 BOARD MEETING	\$336.52
RD05-00877	AMELOTTE, MARY	memory stick for digital camera	\$70.03
RD05-00876	WELLS FARGO #3317	VMware Workstation 4 Commercial License	\$189.00
RD05-00875	METTLER, MARY	Travel Reimbursement	\$50.00
RD05-00874	HOOPER, GAIL	Travel Reimbursement	\$50.00
RD05-00873	VERIZON CALIFORNIA, INC.	Final adjusted bill from Verizon	\$11.90
RD05-00872	WELLS FARGO #3465	OFFICE DEPOT OF LOCKSMITH	\$150.00
RD05-00871	LOTHERS, MARTI	Reimbursement	\$44.76
RD05-00870	PAILLE, JULIE	Reimbursement	\$9.59
RD05-00869	PALA MESA RESORT	ANNUAL TESTING COORD MEETING	\$431.00
RD05-00868	ARTSCENE	Subscription	\$.00
RD05-00867	FEDERAL EXPRESS	FEDEX a check and documents to the Libra	\$.00
RD05-00866	LORCH, TEDDI	T. Lorch-Ed. Law Conf.	\$100.00
RD05-00865	GRAHAM, ESTER	E.Graham-Ed. Law Conf.	\$100.00
RD05-00864	GOODWILL INDUSTRIES OF OC	INTERPRETING SERVICE FEES	\$375.00
RD05-00863	GOODWILL INDUSTRIES OF OC	INTERPRETING SERVICE FEES	\$125.00
RD05-00862	GOODWILL INDUSTRIES OF OC	INTERPRETING SERVICE FEES	\$125.00
RD05-00861			\$.00
RD05-00860	GOODWILL INDUSTRIES OF OC	INTERPRETING SERVICE FEES	\$250.00

BOARD OF TRUSTEES CONFIRMING REQUISITION LISTING

v4.2

Req. #	Vendor Name	Description	Total Cost
RD05-00859	WEATHERFORD, TED	State Senate Meeting	\$526.25
RD05-00858	REPKA, JAMES	reimburse Repka dry ice	\$146.12
RD05-00857	GABRIELLA, WENDY	State Senate Meeting	\$526.25
RD05-00856	LORCH, TEDDI	T. Lorch - HR Seminar	\$50.00
RD05-00855	REGION VIII CARE CONFERENCE	CARE Conference Registration for student	\$910.00
RD05-00848	BREWER, ART PHOTO	PHOTOGRAPHIC SUPPLIES	\$616.87
RD05-00847	MISSION VIEJO GLASS	COMPUTER DESK GLASS	\$50.00
RD05-00846	A CHANGE OF PACE	payment for carpet cleaning of CDC	\$702.54
RD05-00845	BEE MAN	BEE REMOVAL	\$315.00
			=====
			\$137,372.61

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	25
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	SOCCCD: PAYMENT OF BILLS		
REASON FOR BOARD CONSIDERATION:	APPROVAL		

BACKGROUND

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

STATUS

Check Nos. 0033292 through 034055 processed through Orange County Department of Education totaling \$3,904,105.61, Check Nos. 8010 through 8033 processed through Saddleback College Community Education totaling \$35,292.79, and no checks were processed through Irvine Valley College Community Education are submitted for Board of Trustees' approval.

RECOMMENDATION

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

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote :

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033292	10/11/04	\$30.00	ANDREA ABLES	30.00	01-5820-0-000-7-013-090-6730
O	033293	10/11/04	\$25.00	BASHERR MAHAR	25.00	01-5820-0-000-7-013-090-6730
O	033294	10/11/04	\$15.00	EDWARD PETERSON	15.00	01-5820-0-000-7-013-090-6730
O	033295	10/11/04	\$10.00	SHARMA UPASHA	10.00	01-5820-0-000-7-013-090-6730
O	033296	10/11/04	\$20.00	SARA SCHWARZENT	20.00	01-5820-0-000-7-013-090-6730
O	033297	10/11/04	\$10.00	ADRIAN HICKMAN	10.00	01-5820-0-000-7-013-090-6730
O	033298	10/11/04	\$10.00	MONALITO O. SOI	10.00	01-5820-0-000-7-013-090-6730
O	033299	10/11/04	\$10.00	ANTHONY KLUNE	10.00	01-5820-0-000-7-013-090-6730
O	033300	10/11/04	\$10.00	ROSEANNE KOTZER	10.00	01-5820-0-000-7-013-090-6730
O	033301	10/11/04	\$10.00	JAMES WAGNER	10.00	01-5820-0-000-7-013-090-6730
O	033302	10/11/04	\$676.59	A TO Z WHOLESAL	676.59	01-4344-0-000-1-052-035-0109
O	033303	10/11/04	\$415.70	AARDVARK CLAY A	415.70	01-4344-0-000-1-054-022-1399
O	033304	10/11/04	\$49.39	ABC ICE HOUSE	49.39	01-4300-0-093-1-056-010-1905
O	033305	10/11/04	\$240.00	HONIE ABRAMOWIC	240.00	01-5153-1-069-1-058-036-1305
O	033306	10/11/04	\$210.00	DAISY ACEVEDO	210.00	01-5153-1-069-1-058-036-1305
O	033307	10/11/04	\$1,112.50	ACHIEVEMENT TEC	1,112.50	01-6412-1-024-1-051-075-6420
O	033308	10/11/04	\$1,627.10	ADCLUB ADVERTIS	1,627.10	01-5830-0-000-9-013-090-6730
O	033309	10/11/04	\$2,688.36	ADVANCED OFFICE	2,688.36	01-6411-1-050-4-034-009-6950
O	033310	10/11/04	\$177.25	AFFILIATED COMP	177.25	01-5811-0-000-1-026-083-6460
O	033311	10/11/04	\$88.21	ALBERTSONS	88.21	01-4300-0-093-1-056-010-1905
O	033312	10/11/04	\$166.19	MARY AMELOTTE	166.19	01-4200-0-000-1-056-008-1919
O	033313	10/11/04	\$172.59	AMERICAN CLASSI	172.59	01-5510-0-000-1-025-000-6570
O	033314	10/11/04	\$2,403.80	AMERICAN EXPRES	238.70	01-5270-0-000-1-024-072-6499
					448.00	01-5270-0-000-7-013-090-6730
					412.00	01-5270-0-000-7-015-000-6780
					793.40	01-5270-1-023-1-051-077-6430
					511.70	01-5270-2-034-7-013-090-6760

WARRANT REGISTER LISTING

Escape - AP

v 4.2

k Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033315	10/11/04	\$175.00	AMER. LIBRARY A	175.00	01-5374-0-000-4-037-087-6120
O	033316	10/11/04	\$111.75	AMERICAN RED CR	111.75	01-4344-0-000-4-077-031-0837
O	033317	10/11/04	\$1,500.00	ANAHEIM FIRST C	1,500.00	01-5620-1-054-1-054-033-1203
O	033318	10/11/04	\$221.73	ANCORA	221.73	01-9221- - - - -
O	033319	10/11/04	\$99.80	APPLE COMPUTER	-7.73	01-9552- - - - -
					107.53	01-6411-1-006-1-052-011-0603
O	033320	10/11/04	\$25.33	ARCH WIRELESS	25.33	01-5811-1-050-1-034-089-6950
O	033321	10/11/04	\$39.86	ARROWHEAD DRINK	39.86	01-5620-0-000-1-030-000-6210
O	033322	10/11/04	\$400.00	ASG MUSIC	400.00	01-4600-0-000-1-055-046-1004
O	033323	10/11/04	\$10,009.93	ATECH TRAINING,	-755.63	01-9552- - - - -
					10,765.56	01-6410-2-025-1-052-000-4900
O	033324	10/11/04	\$462.60	B & H PHOTO	498.45	01-4344-0-000-1-052-011-0601
					-35.85	01-9552- - - - -
O	033325	10/11/04	\$126.11	BAUDVILLE	126.11	01-4600-0-000-7-013-090-6730
O	033326	10/11/04	\$1,722.27	RAY & LOIS BEEM	1,722.27	01-4300-0-093-1-055-006-0835
O	033327	10/11/04	\$101.73	BARBARA BERK	101.73	01-4344-0-000-4-070-005-1002
O	033328	10/11/04	\$714.86	DICK BLICK	714.86	01-4300-0-000-1-052-030-1030
O	033329	10/11/04	\$1,350.00	ZACHARY BLOUNT	1,350.00	01-5153-1-069-1-058-036-1305
O	033330	10/11/04	\$50.95	ATHLETIC PUBLIS	-3.48	01-9552- - - - -
					54.43	01-4300-0-093-1-055-006-0835
O	033331	10/11/04	\$400.00	MIKE BROWN GRAN	400.00	01-5620-0-000-1-055-006-0835
O	033332	10/11/04	\$445.61	BUDDY'S ALL STA	445.61	01-4300-0-093-1-055-006-0835
O	033333	10/11/04	\$1,431.00	KRISTEN BUSH	1,431.00	01-5153-0-000-7-015-000-6780
O	033334	10/11/04	\$808.64	CAL PRO SPORTS	370.44	01-4300-0-000-4-077-006-0835
					438.20	01-4300-0-093-1-055-006-0835
O	033335	10/11/04	\$10,600.00	CAPISTRANO UNIF	10,600.00	01-5811-1-002-1-050-000-6011
O	033336	10/11/04	\$300.00	CAPISTRANO SEWI	300.00	01-5650-0-000-1-052-017-1303
O	033337	10/11/04	\$56.00	CAPT	56.00	01-5814-0-000-1-051-065-6499

WARRANT REGISTER LISTING

Escape - AP

v 4.2

k Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033338	10/11/04	\$70.00	LUPE CARMEN	70.00	01-5153-1-069-1-058-036-1305
O	033339	10/11/04	\$86.58	CAROLINA BIOLOG	86.58	01-4300-2-074-4-076-008-0401
O	033340	10/11/04	\$1,426.70	COMMUNITY COLLE	1,426.70	01-5812-2-029-4-037-087-6120
O	033341	10/11/04	\$490.00	CHAPMAN PLASTER	490.00	01-5811-0-000-1-021-080-6510
O	033342	10/11/04	\$50.00	CHARCOAL MASTER	50.00	01-5650-0-000-7-013-064-6720
O	033343	10/11/04	\$1,642.52	CHEVRON U.S.A.,	178.67	01-4610-0-000-1-021-062-6772
					380.09	01-5691-0-000-1-052-035-0109
					1,083.76	01-4610-0-000-4-021-062-6772
O	033344	10/11/04	\$520.00	CITY OF TUSTIN	520.00	01-5620-1-069-1-058-036-1305
O	033345	10/11/04	\$1,000.00	COMM. COL. FACI	1,000.00	01-5374-0-000-7-013-092-6773
O	033346	10/11/04	\$750.00	COAST LEARNING	750.00	01-5321-0-000-1-022-097-4930
O	033347	10/11/04	\$69.93	CONSOLIDATED EL	69.93	01-4600-0-000-1-021-080-6510
O	033348	10/11/04	\$5,922.09	CONSUMERS PIPE	3,590.13	01-6410-0-000-1-021-079-6550
					2,331.96	01-4600-0-000-1-021-080-6510
O	033349	10/11/04	\$120.10	THE CONTENTI CO	128.63	01-4344-0-000-1-054-022-1399
					-8.53	01-9552- - - - -
O	033350	10/11/04	\$70.41	COUNCIL OF COMM	25.00	01-5811-1-046-1-024-094-6440
					45.41	01-5811-1-046-4-036-094-6440
O	033351	10/11/04	\$224.68	COUTTS LIBRARY	224.68	01-6300-0-000-1-053-087-6120
O	033352	10/11/04	\$16,153.00	COX MEDIA, INC.	10,000.00	01-5811-2-021-4-026-083-6460
					6,153.00	01-5830-1-021-4-026-083-6460
O	033353	10/11/04	\$2,772.66	COX COMMUNICATI	2,772.66	01-5812-0-000-7-015-000-6780
O	033354	10/11/04	\$1,657.43	CONSULTING PSYC	1,657.43	01-4600-0-000-4-025-068-6720
O	033355	10/11/04	\$19,380.00	CST ENVIRONMENT	19,380.00	01-6220-0-000-1-025-000-6720
O	033356	10/11/04	\$49.86	TRACY DALY	6.99	01-5271-0-000-7-011-091-6710
					42.87	01-5590-0-000-7-011-091-6710
O	033357	10/11/04	\$69.00	DANA POINT YACH	69.00	01-5811-0-000-1-052-044-0959
O	033358	10/11/04	\$29.95	SIMON DAVIES	29.95	01-4300-0-000-4-077-049-0835
O	033359	10/11/04	\$2,095.00	GOODWILL INDUST	2,095.00	01-5811-1-024-1-051-075-4930

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033360	10/11/04	\$712.06	DISCOUNT SCHOOL	712.06	01-4300-0-000-1-058-000-4900
O	033361	10/11/04	\$120.00	TAM DO	120.00	01-5270-1-030-4-024-000-6320
O	033362	10/11/04	\$50.95	DUNN-EDWARDS CO	50.95	01-4600-0-000-4-021-078-6530
O	033363	10/11/04	\$146.08	EAGLE COMMUNICA	146.08	01-4600-0-000-4-041-061-6110
O	033364	10/11/04	\$27.99	EBSCO SUBSCRIPT	27.99	01-6300-2-074-4-037-087-6120
O	033365	10/11/04	\$200.00	EEDEC	200.00	01-5374-1-034-7-013-090-6760
O	033366	10/11/04	\$120.00	EEDEC	120.00	01-5374-1-034-7-013-090-6760
O	033367	10/11/04	\$29.95	FINE COOKING	29.95	01-4200-0-000-1-052-017-1306
O	033368	10/11/04	\$27.03	FORESTRY SUPPLI	29.02	01-4300-0-000-1-052-035-0109
					-1.99	01-9552- - - - -
O	033369	10/11/04	\$55.00	JENNIFER FORSTE	55.00	01-5270-1-030-4-024-000-6320
O	033370	10/11/04	\$310.67	RHONDA FOSTER	310.67	01-5153-1-069-1-058-036-1305
O	033371	10/11/04	\$207.07	FREEWAY AUTO SU	207.07	01-4600-0-000-1-021-062-6772
O	033372	10/11/04	\$120.00	JOHN LICITRA	120.00	01-5270-1-030-4-024-000-6320
O	033373	10/11/04	\$25.00	DAN LINCOLN	25.00	01-5270-1-050-1-034-089-6950
O	033374	10/11/04	\$39.75	TEDDI LORCH	39.75	01-5270-0-000-7-013-090-6730
O	033375	10/11/04	\$55.00	GINNY MACKEY	55.00	01-5270-1-030-4-024-000-6320
O	033376	10/11/04	\$65.00	MARY MC CARTHY	65.00	01-5270-1-030-4-024-000-6320
O	033377	10/11/04	\$120.00	MIKI MIKOLAJCZA	120.00	01-5270-0-093-1-051-086-6310
O	033378	10/11/04	\$3,039.94	OFFICE MAX	-64.91	01-4300-2-074-4-078-010-1905
					137.02	01-4600-0-000-1-034-000-6771
					133.79	01-4600-0-000-7-015-000-6780
					813.11	01-4600-0-000-1-030-000-6210
					80.90	01-4600-1-024-1-051-075-6420
					58.94	01-4600-0-000-1-026-083-6460
					1.33	01-4600-1-046-1-024-094-6440
					423.34	01-4600-0-000-4-077-000-6011
					55.13	01-4600-0-000-7-011-091-6710
					392.40	01-4600-0-000-7-010-000-6610
					39.22	01-4600-1-069-1-058-036-1305
					196.57	01-4600-1-030-1-051-096-6320
					773.10	01-4600-0-000-9-000-000-0000

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Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033379	10/11/04	\$1,342.80	OFFICE MAX	600.96	01-4600-0-000-1-050-000-6011
					93.96	01-4600-0-000-1-051-065-6499
					84.85	01-4600-1-046-1-024-094-6440
					426.65	01-4600-0-000-4-072-000-6012
					136.38	01-4600-0-000-1-022-097-4930
O	033380	10/11/04	\$135.50	JOHN OZUROVICH	135.50	01-5270-0-000-1-021-000-6510
O	033381	10/11/04	\$65.00	ANNA RIGDON-TRO	65.00	01-5270-0-093-1-051-086-6310
O	033382	10/11/04	\$55.00	MICHELLE SCHARF	55.00	01-5270-1-030-4-024-000-6320
O	033383	10/11/04	\$120.00	TIFFANY TRAN	120.00	01-5270-1-030-4-024-000-6320
O	033384	10/11/04	\$828.90	DIANE TURNER	828.90	01-5270-0-000-1-038-091-6710
O	033385	10/11/04	\$250.00	IOWA STATE UNIV	250.00	01-5270-0-000-4-022-000-6498
O	033386	10/11/04	\$4,982.00	APPLE COMPUTER	-386.11	40-9552- - - - -
					5,368.11	40-6411-1-471-1-052-061-0799
O	033387	10/11/04	\$53,080.00	ARROWWOODS WORK	53,080.00	40-6220-1-477-6-013-000-7100
O	033388	10/11/04	\$71,399.00	ARTESIA GLASS I	71,399.00	40-6220-1-477-6-013-000-7100
O	033389	10/11/04	\$26,781.00	BEST INTERIORS,	26,781.00	40-6220-1-477-6-013-000-7100
O	033390	10/11/04	\$11,674.72	BURST COMMUNICA	11,674.72	40-6410-1-477-6-013-000-7100
O	033391	10/11/04	\$3,457.52	BUSINESS MACHIN	3,457.52	40-6410-1-477-6-013-000-7100
O	033392	10/11/04	\$19,263.27	CCS PRESENTATIO	19,263.27	40-6410-1-477-6-013-000-7100
O	033393	10/11/04	\$19,369.00	CMF, INC.	19,369.00	40-6220-1-477-6-013-000-7100
O	033394	10/11/04	\$19,575.00	GCI CONSTRUCTIO	19,575.00	40-6220-1-477-6-013-000-7100
O	033395	10/11/04	\$1,665.00	MC MAHON STEEL	1,665.00	40-6220-1-477-6-013-000-7100
O	033396	10/11/04	\$1,120.00	OVERLAND CONSTR	1,120.00	40-6220-1-477-6-013-000-7100
O	033397	10/11/04	\$7,733.00	PARK WEST LANDS	7,733.00	40-6220-1-477-6-013-000-7100
O	033398	10/11/04	\$1,028.19	PORTOSAN COMPAN	1,028.19	40-6220-1-477-6-013-000-7100
O	033399	10/11/04	\$30,315.00	PREMIER TILE &	30,315.00	40-6220-1-477-6-013-000-7100
O	033400	10/11/04	\$3,600.00	PUGLIESE INTERI	3,600.00	40-6220-1-477-6-013-000-7100
O	033401	10/11/04	\$20,870.00	TROYER CONTRACT	20,870.00	40-6220-1-477-6-013-000-7100

WARRANT REGISTER LISTING

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Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033402	10/11/04	\$4,719.23	WARE DISPOSAL C	4,719.23	40-6220-1-477-6-013-000-7100
O	033403	10/11/04	\$37.50	THOMAS ANDERSON	37.50	01-5269-0-000-7-012-000-6610
O	033404	10/11/04	\$31.50	SUSAN CORUM	31.50	01-5269-0-000-4-072-000-6012
O	033405	10/11/04	\$77.62	TRACY DALY	77.62	01-5269-0-000-7-011-091-6710
O	033406	10/11/04	\$1,152.67	GANDER-PRINTCO	387.90	01-5810-0-000-7-013-090-6730
					88.89	01-4600-0-000-1-055-005-1011
					88.89	01-4600-0-000-1-055-046-1004
					44.45	01-4600-0-000-1-050-000-6011
					170.25	01-4600-0-000-4-079-000-6011
					222.24	01-4600-0-000-1-058-000-6011
					44.45	01-4600-1-046-1-024-094-6440
					105.60	01-4600-0-000-7-012-000-6610
O	033407	10/11/04	\$131.86	GIANT CO2	131.86	01-4600-0-000-1-021-081-6550
O	033408	10/11/04	\$500.00	GOODWILL INDUST	500.00	01-5811-1-024-4-035-075-6420
O	033409	10/11/04	\$339.00	GRAFIX SHOPPE	339.00	01-6410-0-000-4-034-000-6771
O	033410	10/11/04	\$53.25	ESTER GRAHAM	53.25	01-5269-0-000-7-013-090-6730
O	033411	10/11/04	\$155.85	DONNA GRAY	155.85	01-4344-0-000-4-079-053-1305
O	033412	10/11/04	\$1,200.00	JOANNE GRAY	1,200.00	01-5153-1-003-1-054-033-1203
O	033413	10/11/04	\$8,068.18	JOANNE GRAY	8,068.18	01-5153-1-054-1-054-033-1203
O	033414	10/11/04	\$2,040.00	KELLY GRIMES	2,040.00	01-5153-1-069-1-058-036-1305
O	033415	10/11/04	\$25.86	GST	25.86	01-4300-2-074-4-078-021-0934
O	033416	10/11/04	\$73.15	HARDY DIAGNOSTI	73.15	01-4300-0-000-1-056-008-0401
O	033417	10/11/04	\$495.44	HELM, INC.	495.44	01-4600-0-000-1-021-062-6772
O	033418	10/11/04	\$42.91	HIGH SCOPE FOUN	42.91	01-4300-0-000-1-058-000-4900
O	033419	10/11/04	\$500.17	HOME DEPOT CRED	307.75	01-4600-0-000-1-021-080-6510
					153.87	01-4600-0-000-1-021-079-6550
					38.55	01-4600-0-000-1-052-035-0109
O	033420	10/11/04	\$390.00	SARA HOPKINS	390.00	01-5153-1-069-1-058-036-1305
O	033421	10/11/04	\$29.58	ROBINA HUSTING	29.58	01-4600-0-000-7-011-000-6610
O	033422	10/11/04	\$570.00	INDUSTRIAL HYGI	570.00	01-5811-0-000-9-001-000-6771

WARRANT REGISTER LISTING

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Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033423	10/11/04	\$1,045.52	INTERSTATE ELEC	1,045.52	01-4600-0-000-1-038-076-6774
O	033424	10/11/04	\$387.35	IRVINE PIPE & S	55.84	01-4600-0-000-1-021-080-6510
					331.51	01-4600-0-000-4-021-080-6510
O	033425	10/11/04	\$27.48	IRVINE VALLEY C	27.48	01-4200-1-024-4-035-075-6420
O	033426	10/11/04	\$1,248.09	JAY'S CATERING	1,248.09	01-5271-1-069-1-058-036-1305
O	033427	10/11/04	\$10.50	SANDY JEFFRIES	10.50	01-5269-0-000-7-013-090-6730
O	033428	10/11/04	\$24,625.00	JOHNSON & ASSOC	24,625.00	01-5811-0-000-9-013-090-6732
O	033429	10/11/04	\$109.56	JOHNSTONE SUPPL	109.56	01-4600-0-000-1-021-080-6510
O	033430	10/11/04	\$2,688.78	KNORR SYSTMS,	2,688.78	01-4600-0-000-1-021-081-6550
O	033431	10/11/04	\$10,073.21	ROBERT J. KOPEC	10,073.21	01-5811-0-000-6-016-000-6610
O	033432	10/11/04	\$10.50	TONI LAKOW	10.50	01-5269-0-000-7-013-090-6730
O	033433	10/11/04	\$167.39	LAWNMOWERS ETC.	167.39	01-5811-0-000-1-021-079-6550
O	033434	10/11/04	\$200.00	LEARNING RESOUR	200.00	01-5374-0-000-4-037-087-6120
O	033435	10/11/04	\$33.94	LOUIS LEO	33.94	01-4600-1-030-4-024-000-6320
O	033436	10/11/04	\$34.97		34.97	01-4200-0-000-1-052-017-1302
O	033437	10/11/04	\$630.00	LOGOS LANGUAGE,	630.00	01-5153-1-069-1-058-036-1305
O	033438	10/11/04	\$21.00	TEDDI LORCH	21.00	01-5269-0-000-7-013-090-6730
O	033439	10/11/04	\$114.50	LRP PUBLICATION	114.50	01-4200-1-024-4-035-075-6420
O	033440	10/11/04	\$2,451.85	MAINTEX	2,451.85	01-4600-0-000-1-021-078-6530
O	033441	10/11/04	\$37.50	ERIN MARSHALL	37.50	01-5269-0-000-7-011-091-6710
O	033442	10/11/04	\$26.95	GLORIA MARTIN	26.95	01-4600-0-000-7-010-000-6610
O	033443	10/11/04	\$392.58	MC KESSON GENER	102.28	01-4344-0-000-1-052-017-1306
					290.30	01-4600-1-046-1-024-094-6440
O	033444	10/11/04	\$913.09	MCMMASTER CARR	913.09	01-4600-0-000-1-021-080-6510
O	033445	10/11/04	\$1,050.00	MARGIE MC NELLY	1,050.00	01-5153-1-069-1-058-036-1305
O	033446	10/11/04	\$183.69	METROCALL	183.69	01-5620-0-000-1-054-033-1203

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k Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033447	10/11/04	\$611.46	MIDWEST LIBRARY	611.46	01-6300-2-074-4-037-087-6120
O	033448	10/11/04	\$358.21	MISSION VIEJO G	358.21	01-6410-0-000-1-055-056-1007
O	033449	10/11/04	\$16,792.64	MOTOROLA	16,792.64	01-6410-1-050-1-034-089-6950
O	033450	10/11/04	\$11,060.84	MOULTON-NIGUEL	11,060.84	01-5593-0-000-1-025-000-6570
O	033451	10/11/04	\$84.00	BETH MUELLER	84.00	01-5269-0-000-4-025-000-6720
O	033452	10/11/04	\$110.30	NATIONAL BAG CO	117.97	01-4344-0-000-1-055-005-1011
					-7.67	01-9552- - - - -
O	033453	10/11/04	\$512.22	NEXTEL COMMUNIC	512.22	01-5590-0-000-7-015-000-6780
O	033454	10/11/04	\$300.00	NEXTIRAONE, LLC	300.00	01-5590-0-000-1-025-000-6570
O	033455	10/11/04	\$141.75	NIAGARA DRINKIN	141.75	01-5811-0-000-4-025-000-6599
O	033456	10/11/04	\$1,396.00	NORTHWEST MEDIA	1,396.00	01-4300-1-069-1-058-036-1305
O	033457	10/11/04	\$48.00	CSPI/NUTRITION	48.00	01-4200-1-046-4-036-094-6440
O	033458	10/11/04	\$2,835.00	ORANGE CO. AUDI	2,835.00	01-5811-1-050-4-034-089-6950
O	033459	10/11/04	\$59.40	ORANGE CO. FARM	46.85	01-4344-0-000-1-052-035-0109
					12.55	01-4600-0-000-1-052-035-0109
O	033460	10/11/04	\$2,996.16	ORANGE COUNTY R	2,996.16	01-5830-2-021-4-026-083-6460
O	033461	10/11/04	\$112.61	ORANGE COUNTY R	112.61	01-5830-2-021-4-026-083-6460
O	033462	10/11/04	\$134.88	ORANGE COUNTY R	134.88	01-5830-2-021-4-026-083-6460
O	033463	10/11/04	\$15,498.52	ORANGE COUNTY R	15,498.52	01-5830-1-021-4-026-083-6460
O	033464	10/11/04	\$12,000.00	OCLC, INC.	12,000.00	01-5812-0-000-1-053-087-6120
O	033465	10/11/04	\$90.75	GWEN VENDLEY	90.75	01-5269-0-000-4-024-000-6620
O	033466	10/11/04	\$21.00	ELAINE WAIKNIS	21.00	01-5269-0-000-7-013-090-6730
O	033467	10/11/04	\$3,587.18	GMF SOUND, INC.	3,587.18	40-6410-1-477-6-013-000-7100
O	033468	10/11/04	\$118.53	LAMAR SPACE INC	118.53	40-6220-1-477-6-013-000-7100
O	033469	10/11/04	\$10.50	EARL PAGAL	10.50	68-5269-0-000-7-013-000-6610
O	033470	10/11/04	\$1,722.77	SAN DIEGO GAS &	1,722.77	01-5591-0-000-1-025-000-6570

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k Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033471	10/11/04	\$15,818.00	POSTMASTER	15,818.00	01-5840-0-000-1-038-073-6022
O	033472	10/11/04	\$22,650.00	POSTMASTER	22,650.00	01-5840-0-000-4-041-073-6022
O	033473	10/11/04	\$163.75	AT & T WIRELESS	40.52	01-5590-0-000-7-011-000-6610
					37.84	01-5590-0-000-7-012-000-6610
					37.84	01-5590-0-000-7-013-000-6610
					47.55	01-5590-1-050-1-034-089-6950
O	033474	10/11/04	\$300.00	LEORA DEBOER	300.00	01-5153-1-054-1-054-033-1203
O	033475	10/11/04	\$40.00	PAM HANSINK	40.00	01-5153-1-054-1-054-033-1203
O	033476	10/11/04	\$860.00	HEALTH ED CONSU	860.00	01-5153-1-054-1-054-033-1203
O	033477	10/11/04	\$1,500.00	TRACY LADBURY	1,500.00	01-5811-1-091-1-054-033-1203
O	033478	10/11/04	\$350.00	JEANNIE LOMBARD	350.00	01-5811-1-091-1-054-033-1203
O	033479	10/11/04	\$1,000.00	KRISTINE MAC DO	1,000.00	01-5811-1-091-1-054-033-1203
O	033480	10/11/04	\$1,250.00	EILEEN MERRITT	1,250.00	01-5811-1-091-1-054-033-1203
O	033481	10/11/04	\$2,519.22	SBC/MCI	2,519.22	01-5590-0-000-1-025-000-6570
O	033482	10/11/04	\$1,087.11	SBC/MCI	103.67	01-5590-0-000-1-025-000-6570
					983.44	01-5590-0-000-4-025-082-6570
O	033483	10/11/04	\$2,502.47	SBC	2,502.47	01-5590-0-000-1-025-000-6570
O	033484	10/11/04	\$1,442.24	PACIFIC COACHWA	1,442.24	01-5691-0-000-1-054-022-1399
O	033485	10/11/04	\$2,206.49	PACIFIC PARKING	2,155.00	01-5811-1-050-1-034-089-6950
					51.49	01-4600-1-050-4-034-089-6950
O	033486	10/11/04	\$49.50	PT AND C INC.	49.50	01-5650-0-000-4-025-000-6599
O	033487	10/11/04	\$360.00	ALBERT PADILLA	360.00	01-5153-1-069-1-058-036-1305
O	033488	10/11/04	\$37.66	J.W. PEPPER & S	37.66	01-4300-0-000-1-055-046-1004
O	033489	10/11/04	\$1,020.00	LILIANN PEREZ-S	1,020.00	01-5153-1-069-1-058-036-1305
O	033490	10/11/04	\$33.87	PETOWN	33.87	01-4300-0-000-1-056-008-0401
O	033491	10/11/04	\$188.42	PRAXAIR	188.42	01-4344-0-000-1-055-005-1002
O	033492	10/11/04	\$511.81	PRESENTATION SY	511.81	01-4600-0-000-1-052-061-6130
O	033493	10/11/04	\$450.00	MICHAEL PRIHAR	450.00	01-5811-0-000-7-013-090-6730

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Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033494	10/11/04	\$53.25	PRO AUTO CARE	53.25	01-5811-0-000-1-021-062-6772
O	033495	10/11/04	\$162.50	DONNA PROCHNOW	162.50	01-5811-1-091-1-054-033-1203
O	033496	10/11/04	\$15,262.00	PROMISSOR, INC.	15,262.00	01-5153-1-054-1-054-033-1203
O	033497	10/11/04	\$59.07	PUBLIC SAFETY C	59.07	01-4600-1-050-4-034-089-6950
O	033498	10/11/04	\$395.00	PURETEC	395.00	01-5811-0-000-1-056-000-6011
O	033499	10/11/04	\$686.25	QUICK CAPTION	686.25	01-5811-1-024-1-051-075-4930
O	033500	10/11/04	\$431.84	LARRY RADDEN	431.84	01-4200-0-000-1-055-055-1506
O	033501	10/11/04	\$37.47	RALPHS GROCERY	37.47	01-4300-2-074-4-076-008-0401
O	033502	10/11/04	\$177.06	RECALL SECURE D	88.53	01-5811-0-000-7-013-064-6720
					88.53	01-5811-0-000-7-013-090-6730
O	033503	10/11/04	\$720.00	MARLENE RICHARD	720.00	01-5153-1-069-1-058-036-1305
O	033504	10/11/04	\$382.41	SAVIN CORPORATI	9.40	01-5651-0-000-4-075-015-0701
					93.50	01-5651-0-000-7-015-000-6780
					158.50	01-5651-0-000-7-013-092-6773
					82.46	01-5651-0-000-1-052-017-1304
					38.55	01-5651-0-000-1-024-000-6990
O	033505	10/11/04	\$155.75	ROTO-ROOTER PLU	155.75	01-5811-0-000-1-021-080-6510
O	033506	10/11/04	\$500.00	JAMES L. RYNNIN	500.00	01-4300-0-000-4-070-084-1007
O	033507	10/11/04	\$93.04	S & B FOODS	93.04	01-5271-0-000-7-012-000-6610
O	033508	10/11/04	\$898.85	S & S COMMUNICA	36.85	01-5650-1-050-4-034-089-6950
					862.00	01-6410-1-050-4-034-089-6950
O	033509	10/11/04	\$1,503.26	SADDLEBACK GOLF	154.40	01-5650-1-050-4-034-089-6950
					1,221.25	01-4600-0-000-4-021-079-6550
					127.61	01-4600-0-000-4-021-062-6772
O	033510	10/11/04	\$1,957.36	VONS COMPANIES	1,957.36	01-4344-0-000-1-052-017-1306
O	033511	10/11/04	\$64.41	VONS COMPANIES	64.41	01-4344-0-000-1-052-017-1306
O	033512	10/11/04	\$27.12	VIRGINIA SAHDAL	27.12	01-4584-0-000-1-054-022-1399
O	033513	10/11/04	\$39,638.70	SAN DIEGO GAS &	39,638.70	01-5591-0-000-1-025-000-6570
O	033514	10/11/04	\$29.50	SCANTRON CORP.	29.50	01-4300-0-000-1-054-000-6011

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033515	10/11/04	\$434.00	SCANTRON CORP.	434.00	01-5651-1-075-1-054-033-1203
O	033516	10/11/04	\$323.98	SCANTRON CORPOR	66.79	01-4600-0-000-1-053-000-6011
					257.19	01-4600-0-093-1-053-000-6011
O	033517	10/11/04	\$219.43	PAM SCHADER	219.43	01-4344-0-000-4-080-022-1002
O	033518	10/11/04	\$1,178.10	SEHI PROCOMP CO	213.35	01-6410-0-000-7-015-000-6780
					326.87	01-4600-0-093-1-053-000-6011
					637.88	01-6411-0-000-1-025-000-6799
O	033519	10/11/04	\$592.56	THE SHARPER IMA	592.56	01-6410-0-000-1-050-012-0799
O	033520	10/11/04	\$459.32	JAY SIERZCHULA	459.32	01-6412-0-000-7-015-000-6780
O	033521	10/11/04	\$8,449.55	SO. CAL. GAS CO	8,449.55	01-5592-0-000-1-025-000-6570
O	033522	10/11/04	\$300.00	SOUTH COAST SYM	300.00	01-5830-0-000-4-070-084-1004
O	033523	10/11/04	\$590.00	SOCCCD REVOLVIN	140.00	01-5811-0-000-7-013-000-6610
					450.00	01-5825-0-000-1-025-000-6720
O	033524	10/11/04	\$352.75	SOFTWARE eSOURC	352.75	01-6412-2-071-1-051-074-6310
O	033525	10/11/04	\$2,967.14	SOUTHERN COUNTI	2,967.14	01-4610-0-000-1-021-062-6772
O	033526	10/11/04	\$1,836.54	SPORT SUPPLY GR	1,836.54	01-4300-0-000-4-077-006-0835
O	033527	10/11/04	\$315.85	STATER BROTHERS	315.85	01-4344-0-000-1-052-017-1306
O	033528	10/11/04	\$100.00	MARY STEELE	100.00	01-5811-1-091-1-054-033-1203
O	033529	10/11/04	\$127.01	STERLING ARTS S	127.01	01-4344-0-000-4-070-005-1002
O	033530	10/11/04	\$4,908.75	STRATA INFORMAT	421.51	01-9510- - - - -
					4,487.24	01-5811-0-000-7-013-000-6610
O	033531	10/11/04	\$60.00	TERRI SULLIVAN	60.00	01-5153-1-054-1-054-033-1203
O	033532	10/11/04	\$1,490.59	SYSTEMS SOURCE,	1,490.59	01-6410-0-000-1-025-000-6799
O	033533	10/11/04	\$180.00	KAREN TEMPLETON	180.00	01-5153-1-069-1-058-036-1305
O	033534	10/11/04	\$564.14	TIJERAS SPORTSW	564.14	01-4300-0-093-1-055-006-0835
O	033535	10/11/04	\$110.75	TNR TECHNICAL,	110.75	01-4600-0-000-1-034-000-6771
O	033536	10/11/04	\$483.30	TROXELL COMMUNI	483.30	01-4300-0-000-1-052-007-0948
O	033537	10/11/04	\$125.61	PAMELA TURNER	30.13	01-4300-0-000-1-054-022-1399

WARRANT REGISTER LISTING

Escape - AP

v 4.2

k Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
					95.48	01-4344-0-000-1-054-022-1399
O	033538	10/11/04	\$65.98	TUTTLE-CLICK FO	65.98	01-4600-0-000-1-021-062-6772
O	033539	10/11/04	\$195.00	U.S. FILTER	135.00	01-5811-0-000-4-076-008-0401
					60.00	01-5811-0-000-4-078-010-1905
O	033540	10/11/04	\$697.11	UNILAB	697.11	01-5811-1-046-4-036-094-6440
O	033541	10/11/04	\$479.49	UNITED FABRICAR	479.49	01-4300-0-093-1-055-006-0835
O	033542	10/11/04	\$1,140.00	UNIVERSITY HIGH	1,140.00	01-5830-2-021-4-026-083-6460
O	033543	10/11/04	\$6,717.00	VIATRON SYSTEMS	6,717.00	01-5651-1-021-4-026-083-6460
O	033544	10/11/04	\$46.08	WALTERS WHOLESA	46.08	01-4600-0-000-4-021-080-6510
O	033545	10/11/04	\$1,321.84	WARD'S NATURAL	1,261.59	01-4300-0-000-1-056-008-0401
					6.25	01-4300-0-000-1-056-008-1919
					54.00	01-4344-0-000-1-056-008-1919
O	033546	10/11/04	\$1,080.80	WARE DISPOSAL C	1,080.80	01-5510-0-000-4-025-082-6570
O	033547	10/11/04	\$1,093.55	W A X I E	1,093.55	01-4600-0-000-1-021-078-6530
O	033548	10/11/04	\$42.03	WEST GROUP PAYM	42.03	01-4200-0-000-7-013-090-6730
O	033549	10/11/04	\$487.50	DOUGLAS WESTLAK	487.50	01-5650-0-000-1-055-046-1004
O	033550	10/11/04	\$6,232.80	MICHAEL E. WILS	6,232.80	01-5153-0-093-1-021-000-6510
O	033551	10/11/04	\$135.00	WORLD WIDE RECO	135.00	01-5811-0-000-1-021-062-6772
O	033552	10/11/04	\$6,710.15	XEROX CORP.	6,710.15	01-5620-0-000-1-038-076-6774
O	033553	10/11/04	\$1,751.24	XEROX CORP.	673.27	01-5620-0-000-7-011-000-6610
					949.46	01-5620-0-000-7-013-064-6720
					48.33	01-5651-0-000-4-077-000-0835
					80.18	01-5651-0-000-1-034-000-6771
O	033554	10/11/04	\$2,089.27	XEROX SPECIAL I	1,259.86	01-5651-0-000-1-038-076-6774
					829.41	01-5620-0-000-1-038-076-6774
O	033555	10/11/04	\$203.88	RALPHS GROCERY	203.88	12-4710-0-000-1-026-067-6920
O	033556	10/11/04	\$287.84	ROCKVIEW FARMS	287.84	12-4710-0-000-4-036-067-6920
O	033557	10/11/04	\$115.00	SEA LIFE DESIGN	115.00	12-5651-0-000-1-026-067-6920
O	033558	10/11/04	\$145.47	TROXELL COMMUNI	145.47	40-6410-1-477-6-013-000-7100

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033559	10/11/04	\$8,799.00	SO. ORANGE CO.	8,518.15	68-5721-0-000-7-013-000-6720
					280.85	68-5899-0-000-7-013-000-6720
O	033560	10/13/04	\$80,964.35	ACSIG/EDGE	1,141.15	01-3431-0-000-9-001-000-6770
					79,823.20	01-3400-0-000-9-001-000-6770
O	033561	10/13/04	\$62.37	W. W. GRAINGER	62.37	01-4600-0-000-1-021-080-6510
O	033562	10/13/04	\$3,021.00	ACSIG/EDGE	1,691.76	71-3410-0-000-9-000-000-5900
					1,329.24	71-3430-0-000-9-000-000-6740
O	033563	10/14/04	\$10.00	LUZ-MARIA LUNA	10.00	01-5820-0-000-7-013-090-6730
O	033564	10/14/04	\$10.00	WILLIAM STEINRI	10.00	01-5820-0-000-7-013-090-6730
O	033565	10/14/04	\$10.00	JIA (KELLY) XU	10.00	01-5820-0-000-7-013-090-6730
O	033566	10/14/04	\$10.00	RAMONA MEEHAN	10.00	01-5820-0-000-7-013-090-6730
O	033567	10/14/04	\$10.00	NATASHA MENTA	10.00	01-5820-0-000-7-013-090-6730
O	033568	10/14/04	\$20.00	MICHAEL PAQUETT	20.00	01-5820-0-000-7-013-090-6730
O	033569	10/14/04	\$37.82	A-1 AWARDS	37.82	01-4600-0-000-7-012-000-6610
O	033570	10/14/04	\$6,590.00	AACC AMERICAN A	6,590.00	01-5374-0-000-4-020-000-6620
O	033571	10/14/04	\$1,246.00	AACRAO	1,246.00	01-5374-0-000-1-030-000-6210
O	033572	10/14/04	\$1,758.26	AARDVARK CLAY A	1,758.26	01-4344-0-000-1-055-005-1002
O	033573	10/14/04	\$1,678.96	ACE MAINTENANCE	1,678.96	01-4600-0-000-4-021-080-6510
O	033574	10/14/04	\$125.00	ACHRO/EEO	125.00	01-5270-0-000-7-013-090-6730
O	033575	10/14/04	\$29.31	ACTION TEAM MED	29.31	01-4600-1-046-4-036-094-6440
O	033576	10/14/04	\$96.13	ALL ELECTRONICS	96.13	01-4300-2-074-4-078-021-0934
O	033577	10/14/04	\$542.66	ALLSCRIPTS, INC	542.66	01-4600-1-046-1-024-094-6440
O	033578	10/14/04	\$288.00	AVENTURA SAJLIN	288.00	01-5814-0-000-1-052-044-0959
O	033579	10/14/04	\$3,202.50	ARCHER PROPERTI	3,202.50	01-5620-0-000-7-013-092-6773
O	033580	10/14/04	\$44.49	BAKER & TAYLOR	44.49	01-6300-0-000-1-053-087-6120
O	033581	10/14/04	\$120.00	JUANITA BALTIER	120.00	01-5270-1-023-1-051-077-6430
O	033582	10/14/04	\$315.00	THE BEE MAN	315.00	01-5811-0-000-1-021-080-6510

WARRANT REGISTER LISTING

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Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033583	10/14/04	\$121.80	DICK BLICK	121.80	01-4344-0-000-1-054-022-1399
O	033584	10/14/04	\$616.87	ART BREWER PHOT	616.87	01-4600-0-000-1-038-076-6774
O	033585	10/14/04	\$3,650.00	JULIE BUDD PROD	3,650.00	01-5174-0-000-1-055-084-1001
O	033586	10/14/04	\$43.01	CABLE SPECIALIS	43.01	01-4300-0-000-1-052-011-0601
O	033587	10/14/04	\$750.70	CAL PRO SPORTS	750.70	01-4300-0-000-4-077-006-0835
O	033588	10/14/04	\$263.95	CAL'S CAMERAS	263.95	01-4600-0-000-1-055-005-1011
O	033589	10/14/04	\$44.01	CAROLINA BIOLOG	12.48	01-4300-0-000-1-056-008-0401
					31.53	01-4300-2-074-4-076-008-0401
*	O 033590	10/14/04	\$104,500.00	FOUNDATION FOR	17,415.00	01-5812-2-074-4-075-015-0701
					69,670.00	01-5812-2-074-1-025-000-4900
					17,415.00	01-5812-0-000-4-041-061-4900
O	033591	10/14/04	\$570.00	COMMUNITY COLLE	570.00	01-5270-0-000-7-010-000-6610
O	033592	10/14/04	\$28.60	CLARK SECURITY	28.60	01-4600-0-000-1-021-080-6510
O	033593	10/14/04	\$245.82	THE CONTENTI CO	264.00	01-4344-0-000-1-054-022-1399
					-18.18	01-9552- - - - -
O	033594	10/14/04	\$7,811.64	COX MEDIA, INC.	7,811.64	01-5830-2-021-1-026-000-6460
O	033595	10/14/04	\$99.50	DANA POINT FUEL	87.83	01-4300-0-000-1-052-044-0959
					11.67	01-4344-0-000-1-052-044-0959
O	033596	10/14/04	\$5,300.73	DANKA	5,300.73	01-5651-0-000-4-041-076-6774
O	033597	10/14/04	\$6,890.39	DELL MARKETING	1,882.14	01-6411-1-021-4-026-083-6460
					5,008.25	01-6411-2-021-4-026-083-6460
O	033598	10/14/04	\$54.49	LARRY DESHAZER	54.49	01-5270-1-039-4-020-000-6011
O	033599	10/14/04	\$12,292.46	DIVERSIFIED BUS	12,292.46	01-5830-1-021-4-026-083-6460
O	033600	10/14/04	\$115.33	DURACO, INC.	123.65	01-4300-0-000-1-055-005-1011
					-8.32	01-9552- - - - -
O	033601	10/14/04	\$125.39	DYNALAB	125.39	01-4300-2-074-4-078-010-1905
O	033602	10/14/04	\$23.95	EARTHLINK INC	23.95	01-5811-0-000-1-052-061-0799
O	033603	10/14/04	\$85.00	ECCTYC	85.00	01-5374-0-000-4-074-024-1501
O	033604	10/14/04	\$500.00	RON ELLISON	500.00	01-4300-0-000-4-070-084-1007

Blanket Purchase Order Requisition

Requisition #: RB05-00921	PO #P05-01617	Status: Complete
Requisitioner: Allan MacDougall/IT/4330		Req. Date: 9/17/04 (2005)
Order Site: SDCC, SC Dist Information Technol		Room:
		Req. Cost: \$104,500.00
Vendor Code: 032119, CCC		Encumbered:
Req. Info: Renew BlackBoard License Fee for SO		Expensed: \$104,500.00
		Invoiced: \$104,500.00

Account Number	Amount	Expensed	Yr
01-5812-2-074-1-025-000-4900	69,670.00	69,670.00	05
01-5812-0-000-4-041-061-4900	17,415.00	17,415.00	05
01-5812-2-074-4-075-015-0701	17,415.00	17,415.00	05

Description of Blanket Order

Board Approved 9/29/03

Renew BlackBoard License Fee for SOCCCD
and its two colleges, Saddleback
College and Irvine Valley College.

License Fee Dates: 07/01/04 through
6/30/05

FCCC Contract Price \$67,500.00
Savings to College \$ 5,000.00

FCCC Contract Price for BlackBoard Asp
Services \$42,000.00

Total \$104,500.00

FCCC Invoice Date: 07/06/04
FCCC Invoice #: IN517

BlackBoard Invoice Date: 06/18/04
BlackBoard Invoice #: CRM2001005410

Requisition Total: \$104,500.00

Approved by:

Date:

Requisition History Notepad

Foundation for California Community Colleges
Attn: Jeri Krajewski
1102 Q Street, 3rd Floor
Sacramento, CA 95184

Tel 916-325-0116
Fax 916-325-0844

Email: jeri@foundationccc.org

Requisition Invoice History

<u>Vendor Name</u>	<u>Invoice #</u>	<u>Amount</u>	<u>Date</u>	<u>Check #</u>	<u>Paid Dt</u>
CCC	IN517	\$104,500.00	7/06/04	033590	10/14/04

Approved by:

Date:

Requisition #RB05-00921

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WARRANT REGISTER LISTING

Escape - AP

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k Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033605	10/14/04	\$853.07	ENTERPRISE RENT	853.07	01-5620-0-000-1-021-062-6772
O	033606	10/14/04	\$650.00	EXCELSIOR ELEVA	650.00	01-5651-0-000-4-021-080-6510
O	033607	10/14/04	\$75.00	EXPERIAN	75.00	01-5811-0-000-1-026-083-6460
O	033608	10/14/04	\$31.14	FISHER SCIENTIF	27.09	01-4344-0-000-1-056-010-1905
					4.05	01-4300-0-093-1-056-010-1905
O	033609	10/14/04	\$35.00	FRED FORBES	35.00	01-5270-0-000-4-037-087-6120
O	033610	10/14/04	\$120.00	DAVID FRANCISCO	120.00	01-5270-1-023-1-051-077-6430
O	033611	10/14/04	\$120.00	DENNIS MINDER	120.00	01-5270-1-023-1-051-077-6430
O	033612	10/14/04	\$257.14	OFFICE MAX	-61.35	01-4300-2-074-4-078-010-1905
					-15.96	01-4600-1-050-4-034-089-6950
					0.75	01-4600-0-000-1-051-065-6499
					67.35	01-4600-0-000-4-023-000-6030
					266.35	01-4600-0-000-4-020-000-6790
O	033613	10/14/04	\$120.00	FELICIA TICAN	120.00	01-5270-1-023-1-051-077-6430
O	033614	10/14/04	\$85.00	EDWIN TIONGSON	85.00	01-5270-0-000-4-070-055-1506
O	033615	10/14/04	\$17,437.00	ADVANTAGE PAINT	17,437.00	40-6220-1-477-6-013-000-7100
*O	033616	10/14/04	\$232,032.00	ANDERSON & HOWA	232,032.00	40-6220-1-477-6-013-000-7100
O	033617	10/14/04	\$2,865.08	BURST COMMUNICA	2,865.08	40-6410-1-477-6-013-000-7100
O	033618	10/14/04	\$58,518.33	C.W. DRIVER CON	58,518.33	40-6220-1-477-6-013-000-7100
O	033619	10/14/04	\$27,000.00	CONTROL AIR CON	27,000.00	40-6220-1-477-6-013-000-7100
O	033620	10/14/04	\$2,700.00	INLAND ACOUSTIC	2,700.00	40-6220-1-477-6-013-000-7100
O	033621	10/14/04	\$720.00	OVERLAND CONSTR	720.00	40-6220-1-477-6-013-000-7100
O	033622	10/14/04	\$6,348.00	PERFORMANCE CON	6,348.00	40-6220-1-477-6-013-000-7100
O	033623	10/14/04	\$6,736.00	PLUMBING, PIPIN	6,736.00	40-6220-1-477-6-013-000-7100
O	033624	10/14/04	\$17,265.00	UCMI, INC.	17,265.00	40-6224-1-477-6-013-000-7100
O	033625	10/14/04	\$214.33	AT & T WIRELESS	101.32	01-5590-0-000-1-025-000-6570
					29.60	01-5590-0-000-7-013-092-6773
					83.41	01-5590-1-050-4-034-089-6950
O	033626	10/14/04	\$319.04	CANYON CREST CO	319.04	01-5271-1-005-1-054-000-6011

Blanket Purchase Order Requisition

Requisition #: RB04-00706 PO #P04-01821

Status: Paid Partial
Req. Date: 10/29/03 (2005)

Requisitioner: R.VILLALBA, 4680, PURCH.

Room: 207

Order Site: SAVY, Avery Plaza/Purchasing

Req. Cost: \$1,975,286.00

Vendor Code: 010383, ANDERSON & HOWARD ELECTRIC

Encumbered: \$301,260.00

Req. Info: CONTRACT FOR HS

Expensed: \$1,674,026.00

Invoiced: \$1,674,026.00

Account Number	Amount	Expensed	Yr
40-9510- - - - -	147,479.00	147,479.00	05
40-6220-1-477-6-013-000-7100	1,115,669.00	814,409.00	05
40-6220-1-477-6-013-000-7100	712,138.00	712,138.00	04

Description of Blanket Order

BID NO. 1026, BRD. APR. 9/29/03
PACKAGE DD FOR ELECTRICAL/FIRE ALARM/
LOW VOLTAGE, HEALTH SCIENCE/DISTRICT
OFFICES BLDG.AT SADDLEBACK COLLEGE

Original Contract.....\$1,844,500.00

Change Order,

Board approved 11/19/03.....\$24,459.00

Revised Contract Amount...\$1,868,959.00

Requisition Total:\$1,975,286.00

Approved by:

Date:

Requisition #RB04-00706

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Requisition Invoice History

Vendor Name	Invoice #	Amount	Date	Check #	Paid Dt
ANDERSON & HOW	ONE	\$71,709.00	11/30/03	025453	12/04/03
ANDERSON & HOW	RETENTION 12/02/03	\$7,171.00-	12/02/03	025453	12/04/03
ANDERSON & HOW	#2	\$89,750.00	12/31/03	026179	1/08/04
ANDERSON & HOW	#2 RETENTION	\$8,975.00-	12/31/03	026179	1/08/04
ANDERSON & HOW	#3	\$68,709.00	1/31/03	026675	2/05/04
ANDERSON & HOW	#3 RETENTION	\$6,871.00-	1/31/04	026675	2/05/04
ANDERSON & HOW	#4	\$9,925.00	2/29/04	027576	3/11/04
ANDERSON & HOW	#4 RETENTION	\$992.00-	2/29/04	027576	3/11/04
ANDERSON & HOW	#5	\$114,836.00	3/31/04	028224	4/02/04
ANDERSON & HOW	#5 RETENTION	\$11,484.00-	3/31/04	028224	4/02/04
ANDERSON & HOW	#6	\$191,835.00	4/30/04	029119	5/06/04
ANDERSON & HOW	#6 RETENTION	\$19,183.00-	4/30/04	029119	5/06/04
ANDERSON & HOW	#7	\$244,500.00	5/31/04	030096	6/08/04
ANDERSON & HOW	#7 RETENTION	\$24,450.00-	5/31/04	030096	6/08/04
ANDERSON & HOW	#8	\$163,866.00	6/30/04	030783	7/08/04
ANDERSON & HOW	#8 RETENTION	\$16,387.00-	6/30/04	030783	7/08/04
ANDERSON & HOW	#9	\$423,225.00	7/31/04	031733	8/05/04
ANDERSON & HOW	#9 RETENTION	\$42,323.00-	7/31/04	031733	8/05/04
ANDERSON & HOW	#10	\$223,861.00	8/31/04	032732	9/09/04
ANDERSON & HOW	#10 RETENTION	\$22,386.00-	8/31/04	032732	9/09/04
ANDERSON & HOW	#11	\$257,813.00	9/30/04	033616	10/14/04
ANDERSON & HOW	#11 RETENTION	\$25,781.00-	9/30/04	033616	10/14/04
		\$1,674,026.00			

Approved by:

Date:

WARRANT REGISTER LISTING

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k Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033627	10/14/04	\$200.00	VICKI CLAVIR	200.00	01-5811-1-091-1-054-033-1203
O	033628	10/14/04	\$240.00	LEORA DEBOER	240.00	01-5153-1-054-1-054-033-1203
O	033629	10/14/04	\$725.00	WEST COAST JEWI	725.00	01-5830-2-021-4-026-083-6460
O	033630	10/14/04	\$200.00	NANCY ELIZABETH	200.00	01-5811-1-091-1-054-033-1203
O	033631	10/14/04	\$435.16	SBC/MCI	435.16	01-5590-0-000-1-025-000-6570
O	033632	10/14/04	\$339.62	SBC	39.77	01-5590-0-000-1-025-000-6570
					260.42	01-5590-0-000-4-025-082-6570
					39.43	01-5590-0-000-7-010-000-6610
O	033633	10/14/04	\$950.00	PARKER & COVERT	950.00	01-5721-0-000-9-001-000-6610
O	033634	10/14/04	\$45.92	PARKWAY LAWNMOW	45.92	01-4600-0-000-4-021-079-6550
O	033635	10/14/04	\$273.80	PASCO SCIENTIFI	273.80	01-6412-0-000-4-078-050-1902
O	033636	10/14/04	\$167.00	QUINLAN PUBLISH	167.00	01-4200-1-023-1-051-077-6430
O	033637	10/14/04	\$146.12	JAMES REPKA	146.12	01-4300-0-000-1-056-008-1919
O	033638	10/14/04	\$363.54	THE RESOURCE GR	390.94	01-4300-0-000-1-052-061-0799
					-27.40	01-9552- - - - -
O	033639	10/14/04	\$328.64	RICOH CORPORATI	328.64	01-5620-0-000-7-013-092-6773
O	033640	10/14/04	\$1,669.05	SAVIN CORPORATI	1,669.05	01-6410-2-025-1-030-000-6210
O	033641	10/14/04	\$10,300.00	SADDLEBACK VALL	10,300.00	01-5811-1-002-1-050-000-6011
O	033642	10/14/04	\$66.79	SCANTRON CORP.	66.79	01-4300-0-000-4-079-000-4900
O	033643	10/14/04	\$312.58	SEPULVEDA BUILD	312.58	01-4600-0-000-4-021-079-6550
O	033644	10/14/04	\$278.15	SHATTINGER MUSI	278.15	01-4300-2-074-4-070-084-1004
O	033645	10/14/04	\$300.00	SOUTH COAST SYM	300.00	01-5830-0-000-4-070-084-1004
O	033646	10/14/04	\$2,400.00	ASSOCIATED STUD	2,400.00	01-5270-0-000-1-055-055-1506
O	033647	10/14/04	\$296.00	SO. ORANGE CO.	296.00	01-5825-0-000-1-025-000-6460
O	033648	10/14/04	\$88.85	GARY STAKAN	88.85	01-4200-2-071-1-051-074-6310
O	033649	10/14/04	\$45.00	TAMS-WITMARK MU	45.00	01-5321-0-000-1-055-084-6891
O	033650	10/14/04	\$156.50	TEXACO INC.	94.89	01-5691-0-000-1-056-000-6011

WARRANT REGISTER LISTING

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Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
					61.61	01-4610-0-000-4-021-062-6772
O	033651	10/14/04	\$2,036.66	THOMSON-SHORE,	2,036.66	01-5810-0-000-1-053-041-0602
O	033652	10/14/04	\$66.00	U.S. FILTER	66.00	01-5811-0-000-4-078-010-1905
O	033653	10/14/04	\$1,000.00	POSTMASTER	1,000.00	01-9221- - - - -
O	033654	10/14/04	\$1,074.71	VWR INTERNATIONAL	1,074.71	01-6410-2-025-1-025-000-4900
O	033655	10/14/04	\$1,136.00	VIDELLA WALLER	1,136.00	01-5153-1-054-1-054-033-1203
O	033656	10/14/04	\$48.38	WALTERS WHOLES	48.38	01-4600-0-000-4-021-080-6510
O	033657	10/14/04	\$4,491.75	WARE DISPOSAL C	4,491.75	01-5510-0-000-1-025-000-6570
O	033658	10/14/04	\$462.24	WORLD BOOK, INC	462.24	01-6300-0-000-1-053-087-6120
O	033659	10/14/04	\$6,710.15	XEROX CORP.	6,710.15	01-5620-0-000-1-038-076-6774
O	033660	10/14/04	\$2,420.00	YOSEMITE COMMUN	2,420.00	01-5270-1-034-7-013-090-6760
O	033661	10/14/04	\$2,710.00	TESTING ENGINEE	2,710.00	40-6225-1-482-4-021-000-7100
O	033662	10/14/04	\$1,978.30	TROXELL COMMUNI	1,978.30	40-6410-1-477-6-013-000-7100
O	033663	10/14/04	\$20.00	NCMPR DISTRICT	20.00	01-5271-0-000-7-011-091-6710
O	033664	10/14/04	\$2,023.82	GE CAPITAL MODU	1,103.10	01-5620-0-000-4-022-000-4999
					920.72	01-5620-0-000-4-025-000-6599
O	033665	10/14/04	\$1,544.31	G.E. CAPITAL MO	1,544.31	01-5620-0-000-4-022-000-4999
O	033666	10/14/04	\$132.88	GIANT CO2	132.88	01-4600-0-000-1-021-081-6550
O	033667	10/14/04	\$41.67	GLOBAL IMAGING	41.67	01-5620-0-000-1-022-000-6620
O	033668	10/14/04	\$248.90	GORM, INC.	248.90	01-4600-0-000-4-021-078-6530
O	033669	10/14/04	\$600.00	GRO POWER	600.00	01-5811-0-000-1-021-079-6550
O	033670	10/14/04	\$251.91	WILLIAM HEWITT	251.91	01-5840-1-023-4-035-077-6430
O	033671	10/14/04	\$79.63	CHRIS HOGSTEDT	79.63	01-4600-1-046-4-036-094-6440
O	033672	10/14/04	\$565.70	HOME DEPOT CRED	211.02	01-4300-0-000-4-070-084-1007
					6.84	01-4600-0-000-1-021-080-6510
					3.42	01-4600-0-000-1-021-079-6550
					22.09	01-4600-0-000-1-052-035-0109
					2.13	01-4600-0-000-4-021-079-6550

WARRANT REGISTER LISTING

Escape - AP

v 4.2

k Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
					297.96	01-4600-0-000-4-021-080-6510
					22.24	01-4600-0-000-1-052-061-6130
O 033673		10/14/04	\$1,064.90	IMTEK INTERNATI	1,064.90	01-5650-0-000-4-025-000-6599
O 033674		10/14/04	\$4,771.00	INDUSTRIAL HYGI	4,771.00	01-5811-0-000-9-001-000-6771
O 033675		10/14/04	\$149.30	IRVINE PIPE & S	149.30	01-4600-0-000-4-021-080-6510
O 033676		10/14/04	\$20,105.89	IRVINE VALLEY C	20,105.89	01-7600-1-023-4-035-077-6430
O 033677		10/14/04	\$1,360.00	IVC CHILD DEVEL	390.00	01-7600-1-023-4-035-077-6430
					970.00	01-7600-1-022-4-035-077-6310
O 033678		10/14/04	\$242.44	JEFF'S SPORTING	242.44	01-4300-0-093-1-055-006-0835
O 033679		10/14/04	\$280.00	JOYCE INSPECTIO	280.00	01-6224-0-000-4-025-068-6599
O 033680		10/14/04	\$512.00	KINDER CARE	512.00	01-7600-1-022-4-035-077-6310
O 033681		10/14/04	\$185.64	L. A. TIMES	185.64	01-5830-2-021-4-026-083-6460
O 033682		10/14/04	\$14.38	L. A. TIMES	14.38	01-5811-2-021-1-026-000-6460
O 033683		10/14/04	\$336.00	L.A. TIMES	336.00	01-5830-2-021-4-026-083-6460
O 033684		10/14/04	\$20,475.00	L.A. TIMES	20,475.00	01-5830-1-021-4-026-083-6460
O 033685		10/14/04	\$1,393.09	LABCORP	1,393.09	01-5811-1-046-1-024-094-6440
O 033686		10/14/04	\$1,508.00	LAGUNA BEACH UN	1,508.00	01-5811-1-002-1-050-000-6011
O 033687		10/14/04	\$81.00	LOUIS LEO	81.00	01-5269-0-000-4-073-000-6011
O 033688		10/14/04	\$706.59	LOOMIS ARMORED	706.59	01-5825-0-000-9-013-000-6610
O 033689		10/14/04	\$187.98	J. M. MC CONKEY	187.98	01-4600-0-000-1-052-035-0109
O 033690		10/14/04	\$63.96	JERRY MC GRATH	63.96	01-4300-2-074-4-070-011-1011
O 033691		10/14/04	\$500.00	SEAN MC MULLEN	500.00	01-4300-0-000-4-070-084-1007
O 033692		10/14/04	\$3,550.00	MCA SPORTS FIEL	3,550.00	01-5811-0-000-1-021-080-6510
O 033693		10/14/04	\$7.90	METROCALL	7.90	01-5811-0-000-7-013-092-6773
O 033694		10/14/04	\$1,191.51	MIDWEST LIBRARY	1,191.51	01-6300-2-074-4-037-087-6120
O 033695		10/14/04	\$39.95	MARCIA MILCHKE	39.95	01-5811-0-000-7-010-000-6610

WARRANT REGISTER LISTING

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Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033696	10/14/04	\$135.28	CHARLES MYERS	51.59	01-4600-0-000-1-052-011-0601
					83.69	01-4300-0-000-1-052-011-0601
O	033697	10/14/04	\$24.17	NCAA PUBLISHING	-1.74	01-9552- - - - -
					25.91	01-4300-0-093-1-055-006-0835
O	033698	10/14/04	\$379.02	NEXTEL COMMUNIC	379.02	01-5590-0-000-1-025-000-6570
O	033699	10/14/04	\$577.00	NIAGARA DRINKIN	187.75	01-5811-0-000-4-025-000-6599
					389.25	01-4600-0-000-1-025-000-6570
O	033700	10/14/04	\$24.00	NUTRITION ACTIO	24.00	01-4200-0-000-1-052-017-1306
O	033701	10/14/04	\$11,954.54	MARY O'CONNOR	7,454.54	01-5153-1-005-1-054-000-6011
					4,500.00	01-5153-1-091-1-054-033-1203
O	033702	10/14/04	\$630.00	CHURM PUBLISHIN	630.00	01-5830-2-021-4-026-083-6460
O	033703	10/14/04	\$112.61	ORANGE COUNTY R	112.61	01-5830-0-000-4-020-091-6710
O	033704	10/14/04	\$1,224.55	ORANGE COUNTY R	1,224.55	01-5830-0-000-1-038-091-6710
O	033705	10/14/04	\$971.00	LA WEEKLY/OC WE	971.00	01-5830-0-000-1-038-091-6710
O	033706	10/14/04	\$820.00	ORKIN EXTERMINA	820.00	01-5811-0-000-1-021-080-6510
O	033707	10/14/04	\$10.00	NUTRITION PERSP	10.00	01-4200-0-000-1-052-017-1306
O	033708	10/14/04	\$90.00	ORKIN EXTERMINA	90.00	12-5811-0-000-4-036-067-6920
O	033709	10/14/04	\$6,196.44	GMF SOUND, INC.	6,196.44	40-6410-1-477-6-013-000-7100
O	033710	10/14/04	\$925.94	SO. ORANGE CO.	925.94	66-5899-0-000-7-013-000-6750
O	033711	10/14/04	\$96,148.46	EMPLOYMENT DEVE	53,670.38	01-3510-0-000-9-001-000-4900
					42,478.08	01-3520-0-000-9-001-000-6700
O	033712	10/25/04	\$25.00	EVELIA RAMIREZ	25.00	01-5820-0-000-7-013-090-6730
C	033713	10/25/04	\$-20.00	MARIA BESNARD	-20.00	01-5820-0-000-7-013-090-6730
C	033714	10/25/04	\$-10.00	DEVIN ADAMS	-10.00	01-5820-0-000-7-013-090-6730
C	033715	10/25/04	\$-14.00	LATINA LEXION	-14.00	01-5820-0-000-7-013-090-6730
C	033716	10/25/04	\$-10.00	MASHA LEIFER	-10.00	01-5820-0-000-7-013-090-6730
C	033717	10/25/04	\$-10.00	SARA-ELLEN AMST	-10.00	01-5820-0-000-7-013-090-6730
O	033718	10/25/04	\$-20.00	LISA BAUER	-20.00	01-5820-0-000-7-013-090-6730

WARRANT REGISTER LISTING

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Check Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
C	033719	10/25/04	\$-20.00	GEORGE KYLE	-20.00	01-5820-0-000-7-013-090-6730
C	033720	10/25/04	\$-25.00	MARIA BESNARD	-25.00	01-5820-0-000-7-013-090-6730
C	033721	10/25/04	\$-10.00	ANGELITO GONZAL	-10.00	01-5820-0-000-7-013-090-6730
C	033722	10/25/04	\$-10.00	HELEN PETTUS	-10.00	01-5820-0-000-7-013-090-6730
C	033723	10/25/04	\$-318.94	A TO Z WHOLESAL	-318.94	01-4344-0-000-1-052-035-0109
C	033724	10/25/04	\$-181.02	A-1 AWARDS	-181.02	01-4600-0-000-1-020-000-6620
C	033725	10/25/04	\$-86.20	ADAMSON POLICE	-86.20	01-4600-1-050-1-034-089-6950
C	033726	10/25/04	\$-1,236.26	ADCLUB ADVERTIS	-1,236.26	01-5830-0-000-9-013-090-6730
C	033727	10/25/04	\$-172.59	AMERICAN CLASSI	-172.59	01-5510-0-000-1-025-000-6570
C	033728	10/25/04	\$-1,251.72	AMTECH RELIABLE	-1,251.72	01-5811-0-000-1-021-080-6510
C	033729	10/25/04	\$-144.73	RANDY ANDERSON	-50.00	01-5270-1-024-1-051-075-6420
					-94.73	01-5840-1-024-1-051-075-6420
C	033730	10/25/04	\$-9,560.00	APPLE COMPUTER	740.91	01-9552- - - - -
					-10,300.91	01-6411-1-006-4-042-000-6011
C	033731	10/25/04	\$-35,610.00	STEVEN P. ARMST	-2,800.00	01-5811-0-000-1-021-080-6510
					-32,810.00	01-6220-0-000-1-025-000-6720
C	033732	10/25/04	\$-430.00	ARTSCENE	-430.00	01-4200-0-000-1-055-005-1002
O	033733	10/25/04	\$43,928.49	ATKINSON, ANDEL	35,580.99	01-5721-0-000-9-001-000-6610
					8,347.50	01-5721-0-000-9-001-000-6732
O	033734	10/25/04	\$290.93	BANNERSANDSIGNS	290.93	01-5811-0-000-4-030-072-6499
O	033735	10/25/04	\$86.00	BAY ALARM COMPA	59.00	01-5811-0-000-1-021-080-6510
					27.00	01-5811-1-050-1-034-089-6950
O	033736	10/25/04	\$185.34	ZORAN BELIC	185.34	01-5810-0-000-4-070-084-1002
O	033737	10/25/04	\$9.00	BUREAU OF JUSTI	-0.70	01-9552- - - - -
					9.70	01-4300-0-000-1-054-037-2104
O	033738	10/25/04	\$963.34	CA SCHOOL EMPLO	963.34	01-5270-0-000-7-013-090-6730
O	033739	10/25/04	\$123.27	CALIFORNIA STAG	123.27	01-4300-0-000-4-070-084-1007
O	033740	10/25/04	\$484.10	CALIFORNIA STAI	484.10	01-4600-0-000-1-055-005-1011

WARRANT REGISTER LISTING

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Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033741	10/25/04	\$23.00	CAPT	23.00	01-5814-0-000-1-051-065-6499
O	033742	10/25/04	\$7,113.80	CARD INTEGRATOR	7,113.80	01-4600-0-000-4-025-068-6720
O	033743	10/25/04	\$50.00	CHARCOAL MASTER	50.00	01-5650-0-000-1-053-087-6120
O	033744	10/25/04	\$678.68	CLARK SECURITY	678.68	01-4600-0-000-4-021-080-6510
O	033745	10/25/04	\$107.13	CLUB CAR, INC.	107.13	01-4600-0-000-1-021-062-6772
O	033746	10/25/04	\$800.00	COMMUNITY HOUSE	800.00	01-5620-0-000-1-025-000-6720
O	033747	10/25/04	\$940.00	COAST LEARNING	940.00	01-5321-0-000-1-022-097-4930
O	033748	10/25/04	\$609.18	COMMERCIAL LAND	609.18	01-4600-0-000-4-021-079-6550
O	033749	10/25/04	\$58,470.10	COMPUTERLAND	58,470.10	01-5651-0-000-7-015-000-6780
O	033750	10/25/04	\$103.07	CONSOLIDATED EL	103.07	01-4600-0-000-4-021-080-6510
O	033751	10/25/04	\$15.00	COSMO GIRL	15.00	01-4200-0-000-1-052-017-1303
O	033752	10/25/04	\$85.00	CROWN VALLEY SE	85.00	01-5620-0-000-7-011-000-6610
O	033753	10/25/04	\$550.29	CSK AUTO, INC.	550.29	01-4344-0-000-1-055-005-1002
O	033754	10/25/04	\$24.35	TRACY DALY	24.35	01-5590-0-000-7-011-091-6710
O	033755	10/25/04	\$30,697.56	DATA COM WEST	30,697.56	01-6410-0-004-9-015-000-6780
O	033756	10/25/04	\$3,037.60	DR. RICHARD DEL	3,037.60	01-5153-1-069-1-058-036-1305
O	033757	10/25/04	\$223.41	DEMCO INC.	223.41	01-4600-0-000-1-053-087-6120
O	033758	10/25/04	\$1,153.00	DEPARTMENT OF J	1,153.00	01-5820-0-000-7-013-090-6730
O	033759	10/25/04	\$56.97	DENNIS DUNCAN	56.97	01-4600-1-050-4-034-089-6950
O	033760	10/25/04	\$634.19	DUNN-EDWARDS CO	202.03 176.54 255.62	01-4300-0-000-4-070-084-1007 01-4600-0-000-1-021-080-6510 01-4600-0-000-4-021-078-6530
O	033761	10/25/04	\$2,477.15	ENTERPRISE RENT	2,477.15	01-5620-0-000-4-021-062-6772
O	033762	10/25/04	\$560.85	EZ-GO DIVISION	560.85	01-5650-0-000-1-052-061-0799
O	033763	10/25/04	\$294.68	FEDERAL EXPRESS	294.68	01-5840-1-054-1-054-033-1203
O	033764	10/25/04	\$228.00	FIRST SCHOOL MO	228.00	01-7600-1-023-4-035-077-6430

WARRANT REGISTER LISTING

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Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033765	10/25/04	\$1,000.00	FOOD SYSTEMS, I	1,000.00	01-7600-1-023-4-035-077-6430
O	033766	10/25/04	\$43.33	FREWAY AUTO SU	43.33	01-4600-0-000-1-021-062-6772
O	033767	10/25/04	\$1,428.17	FRY'S ELECTRONI	484.57	01-4300-0-000-1-052-021-0934
					943.60	01-4600-0-000-1-052-061-0799
O	033768	10/25/04	\$120.00	YOLANDA GOULDSM	120.00	01-5270-1-030-4-024-000-6320
O	033769	10/25/04	\$64.28	ESTER GRAHAM	64.28	01-5270-0-000-7-013-090-6730
O	033770	10/25/04	\$50.00	GAIL HOOPER	50.00	01-5270-1-024-1-051-075-6420
O	033771	10/25/04	\$50.00	MICHELLE JOHNSO	50.00	01-5270-1-024-1-051-075-6420
O	033772	10/25/04	\$120.00	DIANA MC CULLOU	120.00	01-5270-1-030-4-024-000-6320
O	033773	10/25/04	\$50.00	MARY METTLER	50.00	01-5270-1-024-1-051-075-6420
O	033774	10/25/04	\$4,641.70	OFFICE MAX	133.81	01-4300-0-000-1-052-004-0953
					2,059.90	01-4600-0-000-1-053-087-6120
					33.71	01-4600-0-000-4-024-000-6620
					182.44	01-4600-0-000-4-041-000-6011
					30.60	01-4600-0-000-1-030-000-6210
					102.48	01-4600-0-000-4-070-000-6011
					8.20	01-4600-0-000-1-026-083-6460
					20.00	01-4600-0-000-1-051-074-6310
					160.40	01-4300-2-074-4-074-000-1501
					38.41	01-4600-0-000-4-077-000-6011
					148.82	01-4600-0-000-4-074-000-6011
					81.47	01-4600-1-069-1-058-036-1305
					1,641.46	01-4600-0-000-9-000-000-0000
O	033775	10/25/04	\$1,415.65	OFFICE MAX	38.79	01-4300-0-000-1-054-000-6011
					34.15	01-4600-0-000-1-053-000-6011
					397.96	01-4600-0-000-1-054-000-6011
					19.96	01-4600-0-000-4-024-000-6620
					317.53	01-4600-0-000-4-041-000-6011
					217.00	01-4600-0-000-1-030-000-6210
					70.59	01-4600-0-000-1-054-033-1250
					23.74	01-4600-0-000-4-070-000-6011
					178.75	01-4600-0-000-1-023-000-6030
					4.71	01-4600-0-000-4-041-085-6110
					20.44	01-4600-1-005-1-054-000-6011
					92.03	01-4600-1-030-1-051-096-6320
O	033776	10/25/04	\$1,225.52	OFFICE MAX	197.24	01-4300-0-000-1-056-008-0401
					188.23	01-4344-0-000-1-056-050-1914
					36.30	01-4600-0-000-1-020-000-6620
					130.99	01-4600-0-000-7-015-000-6780

WARRANT REGISTER LISTING

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Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
					417.43	01-4600-0-000-1-058-000-6011
					47.79	01-4600-0-000-1-022-000-6498
					60.19	01-4600-0-000-1-024-000-6620
					147.35	01-4600-1-046-1-024-094-6440
O	033777	10/25/04	\$75.90	TAMERA RICE	75.90	01-5270-0-000-1-054-000-6011
O	033778	10/25/04	\$100.00	MIKE SAUTER	100.00	01-5270-1-024-1-051-075-6420
O	033779	10/25/04	\$125.00	IOWA STATE UNIV	125.00	01-5270-0-000-4-022-000-6498
O	033780	10/25/04	\$545.00	UNIV. OF WASHIN	545.00	01-5270-0-000-7-015-000-6780
O	033781	10/25/04	\$500.00	SAMANTHA J. VEN	500.00	01-5270-1-089-1-054-033-1203
O	033782	10/25/04	\$129.19	GWEN VENDLEY	129.19	01-5270-1-030-4-024-000-6320
O	033783	10/25/04	\$439.95	DENNIS W. WHITE	439.95	01-5270-0-000-4-022-000-6620
O	033784	10/25/04	\$702.54	A CHANGE OF PAC	702.54	12-5811-0-000-4-036-067-6920
O	033785	10/25/04	\$121.07	ALBERTSONS	121.07	12-4710-0-000-4-036-067-6920
O	033786	10/25/04	\$54.56	ALTA DENA CERTI	54.56	12-4710-0-000-1-026-067-6920
O	033787	10/25/04	\$64.00	BAY ALARM COMPA	64.00	12-5811-0-000-1-026-067-6920
O	033788	10/25/04	\$4,201.17	A-VIDD ELECTRON	4,201.17	40-6410-1-477-6-013-000-7100
O	033789	10/25/04	\$695.00	AMERICAN GEOTEC	170.00	40-6224-1-477-6-013-000-7100
					525.00	40-6225-1-418-7-013-092-7100
O	033790	10/25/04	\$797.65	B & H PHOTO	-59.27	40-9552- - - - -
					856.92	40-6411-1-497-4-041-000-0001
O	033791	10/25/04	\$20,442.60	CCS PRESENTATIO	20,442.60	40-6410-1-477-6-013-000-7100
* O	033792	10/25/04	\$978,783.30	CHEVRON ENERGY	978,783.30	40-6220-1-476-4-021-000-7100
O	033793	10/25/04	\$1,000.00	CIVIL ENGINEERI	1,000.00	40-6227-1-477-6-013-000-7100
O	033794	10/25/04	\$11,454.00	ENVIROCON INC.	5,341.86	40-6220-1-489-6-013-000-7100
					6,112.14	40-6220-1-424-1-021-080-6510
O	033795	10/25/04	\$6,600.00	JOHN SERGIO FIS	6,600.00	40-6226-1-483-6-013-081-7100
O	033796	10/25/04	\$27,863.14	LPA, INC.	27,863.14	40-6226-1-477-6-013-000-7100
* O	033797	10/25/04	\$384,207.95	BNY WESTERN TRU	384,207.95	52-7100-0-598-0-000-000-0000

Blanket Purchase Order Requisition

Requisition #: RB05-00934 PO #P05-01457 Status: Paid Partial
 Requisitioner: B.MUELLER/5326 Req. Date: 9/21/04 (2005)
 Order Site: IMNT, IVC Maintenance & Operation Room: A553
 Vendor Code: 068847, CHEVRON ENERGY SOLUTIONS C Req. Cost: \$3,110,088.70
 Req. Info: CES CONTRACT PHASE IMPLEMENTATION Expended: \$978,783.30
 Invoiced: \$978,783.30

Account Number	Amount	Expensed	Yr
40-6220-1-476-4-021-000-7100	3,110,088.70	978,783.30	05

Description of Blanket Order

BOARD APPROVAL NOVEMBER 22,2003
 CES Project No.: DWCES-31570
 Original Contract Amount: \$5,414,023
 Completed Requisitions:
 RB04-01441 \$974,524.50
 RB05-00480 \$519,750.00
 RB05-00836 \$809,659.80
 Ttl Pd to Date: \$2,303,934.30

Balance Remaining: \$3,110,088.70

Requisition Total:\$3,110,088.70

Approved by:

Date:

Requisition History Notepad

Do not mail Purchase Order to vendor.

Requisition Invoice History

<u>Vendor Name</u>	<u>Invoice #</u>	<u>Amount</u>	<u>Date</u>	<u>Check #</u>	<u>Paid Dt</u>
CHEVRON ENERGY	W1570-0904	\$978,783.30	10/22/04	033792	10/25/04

Approved by:

Date:

Requisition #RB05-00934

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Blanket Purchase Order Requisition

Requisition #: RB05-00285 PO #P05-00107

Requisitioner: ADonovan, 4901, Bus. Serv.
Order Site: SLIB, SC Library

Vendor Code: 067324, BNY WESTERN TRUST CO.
Req. Info: COPS Lease Payments 1996

Status: Paid Partial
Req. Date: 6/14/04 (2005)
Room: 318
Req. Cost: \$1,466,480.00
Encumbered: \$1,082,272.05
Expensed: \$384,207.95
Invoiced: \$384,207.95

Account Number	Amount	Expensed	Yr
52-7100-0-598-0-000-000-0000	1,466,480.00	384,207.95	05

Description of Blanket Order

2004/05 Lease Payments for South Orange
County Community College District COPS
(1996 Capital Improvement Financing
Project) Trust #75570125

Payments due 11/15/04, 5/15/05

Requisition Total: \$1,466,480.00

Approved by:

Date:

Requisition Invoice History

<u>Vendor Name</u>	<u>Invoice #</u>	<u>Amount</u>	<u>Date</u>	<u>Check #</u>	<u>Paid Dt</u>
B WESTERN TR 102004		\$384,207.95	10/20/04	033797	10/25/04

Approved by:

Date:

Requisition #RB05-00285

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10/29/04

WARRANT REGISTER LISTING

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Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033798	10/25/04	\$77.75	AT & T WIRELESS	49.36	01-5590-0-000-7-010-000-6610
					28.39	01-5590-0-000-7-013-090-6730
O	033799	10/25/04	\$50.00	ROBERT L. HARDI	50.00	01-5153-1-054-1-054-033-1203
O	033800	10/25/04	\$255.73	SBC/MCI	255.73	01-5590-0-000-1-025-000-6570
O	033801	10/25/04	\$379.97	SBC/MCI	379.97	01-5590-0-000-1-025-000-6570
O	033802	10/25/04	\$553.08	SBC/MCI	552.41	01-5590-0-000-1-025-000-6570
					0.67	01-5590-0-000-6-016-000-6610
O	033803	10/25/04	\$2,934.14	SBC/MCI	2,934.14	01-5590-0-000-1-025-000-6570
O	033804	10/25/04	\$680.16	SBC	615.97	01-5590-0-000-1-025-000-6570
					64.19	01-5590-0-000-4-025-082-6570
O	033805	10/25/04	\$586.25	PACIFIC COACHWA	586.25	01-5691-0-000-1-054-022-1399
O	033806	10/25/04	\$9.59	JULIE PAILE	9.59	01-4300-0-000-1-052-017-1302
O	033807	10/25/04	\$431.00	PALA MESA RESOR	431.00	01-5270-1-054-1-054-033-1203
O	033808	10/25/04	\$42.50	PARKWAY LAWNMOW	42.50	01-4600-0-000-4-021-079-6550
O	033809	10/25/04	\$14,659.00	BOB PARRETT CON	6,314.00	01-5811-0-000-1-021-080-6510
					8,345.00	01-6120-0-000-1-021-080-6510
O	033810	10/25/04	\$12,477.45	THOMAS PATON &	12,477.45	01-9510- - - - -
O	033811	10/25/04	\$119.85	JIM PHANEUF	119.85	01-5812-0-000-7-015-000-6780
O	033812	10/25/04	\$1,528.59	PHOENIX GROUP	975.63	01-5811-1-050-1-034-089-6950
					552.96	01-5811-1-050-4-034-089-6950
O	033813	10/25/04	\$202.88	PITNEY-BOWES SU	175.96	01-5840-1-054-1-054-033-1203
					26.92	01-5620-1-054-1-054-033-1203
O	033814	10/25/04	\$3,026.99	PLUMBING, PIPIN	3,026.99	01-5811-0-000-1-021-080-6510
O	033815	10/25/04	\$2,262.17	POLLOCK, BLANK	2,262.17	01-5811-0-004-9-015-000-6780
O	033816	10/25/04	\$18,884.29	PRIORITY MAILIN	18,884.29	01-6411-2-021-4-026-083-6460
O	033817	10/25/04	\$45.00	PRO AUTO CARE	45.00	01-5811-0-000-1-021-062-6772
O	033818	10/25/04	\$1,012.50	QUICK CAPTION	1,012.50	01-5811-1-024-1-051-075-4930
O	033819	10/25/04	\$48.48	RADIO SHACK	48.48	01-4600-0-000-1-052-061-6130

WARRANT REGISTER LISTING

Escape - AP

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k Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033820	10/25/04	\$54.14	RALPHS GROCERY	42.77	01-4300-0-000-1-056-008-0401
					11.37	01-4300-2-074-4-076-008-0401
O	033821	10/25/04	\$768.53	RECALL SECURE D	635.00	01-5811-0-000-1-030-000-6210
					133.53	01-5811-0-000-7-013-090-6730
O	033822	10/25/04	\$55.95	RICOH CORPORATI	55.95	01-5651-0-000-7-013-092-6773
O	033823	10/25/04	\$153.00	SAVIN CORPORATI	153.00	01-5651-0-000-1-051-074-6310
O	033824	10/25/04	\$1,596.16	ROCKET DESIGN	1,596.16	01-5810-1-030-4-024-000-6320
O	033825	10/25/04	\$1,075.10	S & B FOODS	593.43	01-5271-0-000-1-024-072-6499
					336.52	01-5271-0-000-7-010-000-6610
					84.08	01-5271-0-000-7-013-090-6730
					61.07	01-5271-0-000-7-011-000-6610
O	033826	10/25/04	\$40.00	SCIAC	40.00	01-5374-0-000-1-051-074-6310
O	033827	10/25/04	\$752.05	SEHI PROCOMP CO	752.05	01-4300-0-000-1-055-005-1011
O	033828	10/25/04	\$46.39	SHATTINGER MUSI	46.39	01-4300-2-074-4-070-084-1004
O	033829	10/25/04	\$4,940.00	SIMPLEX GRINNEL	4,940.00	01-5811-0-000-1-021-080-6510
O	033830	10/25/04	\$318.69	SMITH PIPE & SU	318.69	01-4600-0-000-4-021-079-6550
O	033831	10/25/04	\$80.00	SPORTSWEAR INTE	80.00	01-4200-0-000-1-052-017-1303
O	033832	10/25/04	\$9,360.00	STAR SOLUTIONS	9,360.00	01-5811-0-004-9-015-000-6780
O	033833	10/25/04	\$3,750.00	STRATA INFORMAT	3,750.00	01-5811-0-000-7-013-000-6610
O	033834	10/25/04	\$3,000.00	TONY SWAIM & AS	3,000.00	01-5153-1-039-4-020-000-6011
O	033835	10/25/04	\$6,930.00	ED WARD TACKETT	6,930.00	01-5153-2-094-1-050-000-6011
O	033836	10/25/04	\$149.85	GREG TESCH	149.85	01-5812-0-000-7-015-000-6780
O	033837	10/25/04	\$1,050.00	TEXON II	1,131.38	01-4300-0-000-4-077-006-0835
					-81.38	01-9552- - - - -
O	033838	10/25/04	\$144.60	THIRD DEGREE SP	144.60	01-4300-0-093-1-055-006-0835
O	033839	10/25/04	\$91.54	ARLENE THOMAS	91.54	01-4300-0-000-1-052-017-1302
O	033840	10/25/04	\$234.77	CHARLES E. THOM	234.77	01-5811-0-000-1-021-062-6772
O	033841	10/25/04	\$459.53	U.S. AIR CONDIT	459.53	01-4600-0-000-4-021-080-6510

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033842	10/25/04	\$30,000.00	POSTMASTER	30,000.00	01-9221- - - - -
O	033843	10/25/04	\$115.50	POSTMASTER	115.50	01-7600-1-023-4-035-077-6430
O	033844	10/25/04	\$2,380.00	ULTRABAC SOFTWA	2,380.00	01-5651-0-000-7-015-000-6780
O	033845	10/25/04	\$206.77	UNITED GREEN MA	206.77	01-4600-0-000-1-021-079-6550
O	033846	10/25/04	\$497.29	VENUE SPORTS	497.29	01-4300-0-093-1-055-006-0835
O	033847	10/25/04	\$11.90	VERIZON WIRELES	11.90	01-5590-0-000-4-025-082-6570
O	033848	10/25/04	\$3,846.68	VISTA PAINT	3,846.68	01-6410-0-000-1-021-062-6772
O	033849	10/25/04	\$1,595.00	VIDELLA WALLER	1,595.00	01-5153-1-054-1-054-033-1203
O	033850	10/25/04	\$247.00	DENNIS J. WALSH	247.00	01-5721-0-000-9-001-000-6610
O	033851	10/25/04	\$45.61	WALTERS WHOLESA	45.61	01-4600-0-000-4-021-080-6510
O	033852	10/25/04	\$264.75	WARD'S NATURAL	264.75	01-4300-0-000-1-056-008-0401
O	033853	10/25/04	\$234.90	WEST GROUP PAYM	234.90	01-4200-0-000-1-050-042-1402
O	033854	10/25/04	\$1,883.06	XEROX CORP.	81.14	01-5651-0-000-4-030-000-6210
					63.51	01-5651-1-024-4-035-075-6420
					45.88	01-5651-1-030-4-024-000-6320
					16.00	01-5811-0-000-1-021-080-6510
					29.52	01-5651-0-000-1-024-072-6499
					663.47	01-5620-0-000-7-013-090-6730
					68.95	01-5651-0-000-1-054-037-2104
					187.49	01-5620-0-000-1-021-080-6510
					561.05	01-4600-0-000-1-038-076-6774
					166.05	01-5651-0-000-1-054-033-1250
O	033855	10/25/04	\$14.00	NORMA YANNI	14.00	01-4600-0-000-1-024-072-6499
O	033856	10/25/04	\$243.55	RALPHS GROCERY	243.55	12-4710-0-000-1-026-067-6920
O	033857	10/25/04	\$51.26	SMART & FINAL I	51.26	12-4710-0-000-4-036-067-6920
O	033858	10/25/04	\$33.09	XEROX CORP.	33.09	12-5651-0-000-4-036-067-6920
O	033859	10/25/04	\$1,096.00	BOB PARRETT CON	1,096.00	40-6220-0-000-1-021-000-6510
O	033860	10/25/04	\$39,595.06	PLAN NET CONSUL	39,595.06	40-5811-0-487-7-015-000-6780
O	033861	10/25/04	\$5,595.24	VIDEOTAPE PRODU	5,595.24	40-6410-1-477-6-013-000-7100
O	033862	10/25/04	\$150,062.00	WF ELECTRIC & C	150,062.00	40-6120-0-487-7-015-000-6780

Blanket Purchase Order Requisition

Requisition #: RB05-00852	PO #P05-01311	Status: Paid Partial
Requisitioner: Rick Van Leeuwen/IT/4331	Req. Date: 9/07/04 (2005)	Room: DCC3
Order Site: SDCC, SC Dist Information Technol	Req. Cost: \$184,356.00	Encumbered: \$34,294.00
Vendor Code: 069446, WP ELECTRIC & COMMUNICATIO	Expensed: \$150,062.00	Invoiced: \$150,062.00
Req. Info: Bid# 259D Telephone Infrastructure		
Account Number	Amount	Expensed Yr
40-6120-0-487-7-015-000-6780	184,356.00	150,062.00 05

Description of Blanket Order

Bid # 259D - Telephone Infrastructure
Remediation awarded to WP Electric &
Communications, Inc.

Board Item #10 Approved 8/30/04

Requisition Total: \$184,356.00

Approved by:

Date:

Requisition History Notepad

NEW VENDOR:

WP ELECTRIC & COMMUNICATIONS, INC
CONTACT - JIM ROCHE
22711 EAST LA PALMA AVENUE
YORBA LINDA, CA 92887

TEL: 714-692-7170

FAX: 714-692-7177

Requisition Invoice History

<u>Vendor Name</u>	<u>Invoice #</u>	<u>Amount</u>	<u>Date</u>	<u>Check #</u>	<u>Paid Dt</u>
WP ELECTRIC &	3285	\$150,062.00	10/18/04	033862	10/25/04

Approved by:

Date:

Requisition #RB05-00852

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WARRANT REGISTER LISTING

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k Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033863	10/25/04	\$554.59	CARL WARREN & C	554.59	68-5811-0-000-7-013-000-6720
O	033864	10/25/04	\$20.00	MARIA BESNARD	20.00	01-5820-0-000-7-013-090-6730
O	033865	10/25/04	\$10.00	DEVIN ADAMS	10.00	01-5820-0-000-7-013-090-6730
O	033866	10/25/04	\$14.00	LATINA LEXION	14.00	01-5820-0-000-7-013-090-6730
O	033867	10/25/04	\$10.00	MASHA LEIFER	10.00	01-5820-0-000-7-013-090-6730
O	033868	10/25/04	\$10.00	SARA-ELLEN AMST	10.00	01-5820-0-000-7-013-090-6730
O	033869	10/25/04	\$20.00	LISA BAUER	20.00	01-5820-0-000-7-013-090-6730
O	033870	10/25/04	\$20.00	GEORGE KYLE	20.00	01-5820-0-000-7-013-090-6730
O	033871	10/25/04	\$25.00	MARIA BESNARD	25.00	01-5820-0-000-7-013-090-6730
O	033872	10/25/04	\$10.00	ANGELITO GONZAL	10.00	01-5820-0-000-7-013-090-6730
O	033873	10/25/04	\$10.00	HELEN PETTUS	10.00	01-5820-0-000-7-013-090-6730
O	033874	10/25/04	\$318.94	A TO Z WHOLESAL	318.94	01-4344-0-000-1-052-035-0109
O	033875	10/25/04	\$181.02	A-1 AWARDS	181.02	01-4600-0-000-1-020-000-6620
O	033876	10/25/04	\$86.20	ADAMSON POLICE	86.20	01-4600-1-050-1-034-089-6950
O	033877	10/25/04	\$1,236.26	ADCLUB ADVERTIS	1,236.26	01-5830-0-000-9-013-090-6730
O	033878	10/25/04	\$172.59	AMERICAN CLASSI	172.59	01-5510-0-000-1-025-000-6570
O	033879	10/25/04	\$1,251.72	AMTECH RELIABLE	1,251.72	01-5811-0-000-1-021-080-6510
O	033880	10/25/04	\$144.73	RANDY ANDERSON	50.00	01-5270-1-024-1-051-075-6420
					94.73	01-5840-1-024-1-051-075-6420
O	033881	10/25/04	\$9,560.00	APPLE COMPUTER	-740.91	01-9552- - - - -
					10,300.91	01-6411-1-006-4-042-000-6011
O	033882	10/25/04	\$35,610.00	STEVEN P. ARMST	2,800.00	01-5811-0-000-1-021-080-6510
					32,810.00	01-6220-0-000-1-025-000-6720
O	033883	10/25/04	\$430.00	ARTSCENE	430.00	01-4200-0-000-1-055-005-1002
O	033884	10/25/04	\$269.90	SO. CAL. EDISON	269.90	01-5591-0-000-4-025-082-6570
O	033885	10/25/04	\$43.19	SO. CAL. GAS CO	43.19	01-5592-0-000-4-025-082-6570
O	033886	10/25/04	\$4,828.78	WASATCH ENERGY	4,828.78	01-5592-0-000-1-025-000-6570

WARRANT REGISTER LISTING

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Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033887	10/27/04	\$114.00	JULIE ANDERSON	114.00	01-5269-0-000-1-056-000-6011
O	033888	10/27/04	\$74.95	CASTLE WORKS, I	-5.42	01-9552- - - - -
					80.37	01-4300-0-000-1-054-037-2104
O	033889	10/27/04	\$130.50	JOHN W. EDWARDS	130.50	01-5269-0-000-4-030-000-6210
O	033890	10/27/04	\$166.20	GALLS INC.	166.20	01-4600-1-050-4-034-089-6950
O	033891	10/27/04	\$436.94	GANDER-PRINTCO	170.25	01-4600-0-000-4-030-000-6210
					42.57	01-4600-0-000-4-020-095-6630
					42.56	01-4600-0-000-4-041-061-6110
					85.12	01-4600-0-000-4-078-000-6011
					96.44	01-4600-0-000-7-010-000-6610
O	033892	10/27/04	\$218.50	GAYLORD BROTHER	-16.93	01-9552- - - - -
					235.43	01-4600-0-000-1-053-087-6120
O	033893	10/27/04	\$519.05	GCS SERVICE, IN	519.05	01-5650-0-000-4-025-000-6599
O	033894	10/27/04	\$71.05	GIANT CO2	71.05	01-4600-0-000-1-021-081-6550
O	033895	10/27/04	\$494.47	GRAYBAR ELECTRI	494.47	01-4600-0-000-1-021-080-6510
O	033896	10/27/04	\$134.69	GST	134.69	01-6412-0-000-1-022-000-6620
O	033897	10/27/04	\$1,900.00	HAITBRINK ASPHA	1,900.00	01-5811-1-050-1-034-089-6950
O	033898	10/27/04	\$92.28	HI STANDARD	92.28	01-4600-1-050-1-034-089-6950
O	033899	10/27/04	\$19.99	HITT MARKING DE	19.99	01-4600-0-000-1-053-087-6120
O	033900	10/27/04	\$112.54	CHRIS HOGSTEDT	112.54	01-4600-1-046-4-036-094-6440
O	033901	10/27/04	\$75.00	HOIST SERVICE,	75.00	01-5650-0-000-1-052-007-0948
O	033902	10/27/04	\$1,086.55	HOME DEPOT CRED	20.53	01-4300-0-000-1-052-044-0959
					408.54	01-4300-0-000-4-070-084-1007
					82.41	01-4600-0-000-1-021-080-6510
					41.21	01-4600-0-000-1-021-079-6550
					40.37	01-4600-0-000-1-052-035-0109
					493.49	01-4600-0-000-4-021-080-6510
O	033903	10/27/04	\$16.50	TRAN HONG	16.50	01-5269-0-000-4-041-000-6011
O	033904	10/27/04	\$54.37	HOTSY EQUIPMENT	54.37	01-4600-0-000-1-021-062-6772
O	033905	10/27/04	\$30.00	SENIYE MARGARET	30.00	01-5269-0-000-1-054-033-1203
O	033906	10/27/04	\$49.11	ROBINA HUSTING	49.11	01-5271-0-000-7-011-000-6610

WARRANT REGISTER LISTING

Check Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033907	10/27/04	\$166.95	INSIGHT MEDIA	-12.32 01-9552- - - - - 179.27 01-4300-0-000-1-054-037-2104	
O	033908	10/27/04	\$5.79	IRVINE CITY AUT	5.79 01-4600-0-000-4-021-062-6772	
O	033909	10/27/04	\$1,420.90	IRVINE RANCH WA	1,420.90 01-5821-0-000-4-025-082-6570	
O	033910	10/27/04	\$128.00	IVC CHILD DEVEL	128.00 01-7600-1-023-4-035-077-6430	
O	033911	10/27/04	\$11.00	JANE	11.00 01-4200-0-000-1-052-017-1303	
O	033912	10/27/04	\$1,815.98	KELLY-WRIGHT HA	1,815.98 01-4600-0-000-1-055-084-6891	
O	033913	10/27/04	\$12,243.40	KNORR SYSTEMS,	12,243.40 01-4600-0-000-1-021-081-6550	
O	033914	10/27/04	\$42.50	LIBRARY STORE	-3.29 01-9552- - - - - 45.79 01-4600-0-000-1-053-087-6120	
O	033915	10/27/04	\$1,778.50	LIEBERT CASSIDY	329.50 01-5721-0-000-9-001-000-6610 1,449.00 01-5721-0-000-9-001-000-6732	
O	033916	10/27/04	\$44.76	MARTI LOTHERS	44.76 01-4300-0-000-1-052-017-1302	
O	033917	10/27/04	\$2,495.49	M. HARA LAWNMOW	2,495.49 01-6410-0-000-1-021-062-6772	
O	033918	10/27/04	\$7,995.00	MACIAS, GINI &	7,995.00 01-5707-0-000-9-001-000-6720	
O	033919	10/27/04	\$12.00	MARIE CLAIRE	12.00 01-4200-0-000-1-052-017-1303	
O	033920	10/27/04	\$1,000.00	JANE MATHIS-LOW	1,000.00 01-5153-0-093-1-040-000-6630	
O	033921	10/27/04	\$2,201.05	MC KESSON GENER	70.91 01-4300-0-000-1-054-000-6011 1,796.76 01-4300-0-000-1-054-033-1208 160.98 01-4600-1-046-4-036-094-6440 172.40 01-4600-1-046-1-024-094-6440	
O	033922	10/27/04	\$156.10	METROCALL	156.10 01-5620-0-000-1-054-033-1203	
O	033923	10/27/04	\$463.00	MIDWEST LIBRARY	463.00 01-6300-1-025-4-037-087-6120	
O	033924	10/27/04	\$81.87	SOPHIE MILLER	81.87 01-5271-0-000-1-025-000-6630	
O	033925	10/27/04	\$55.30	MINI WORLD, INC	59.02 01-4344-0-000-1-055-005-1002 -3.72 01-9552- - - - -	
O	033926	10/27/04	\$358.14	MOLE-RICHARDSON	358.14 01-4300-0-000-1-052-011-0601	
O	033927	10/27/04	\$1,030.00	MULBERRY CHILDC	800.00 01-7600-1-023-4-035-077-6430 230.00 01-7600-1-022-4-035-077-6310	

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Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033928	10/27/04	\$4,785.15	NEXTIRAONE, LLC	1,775.86 01-5590-0-000-4-025-082-6570 3,009.29 01-5651-0-000-1-025-000-6570	
O	033929	10/27/04	\$105.75	NIAGARA DRINKIN	105.75 01-5811-0-000-4-025-000-6599	
O	033930	10/27/04	\$112.62	JANINE O'BUCHON	112.62 01-5269-0-000-1-054-033-1203	
O	033931	10/27/04	\$678.00	OAK CREEK CHILD	678.00 01-7600-1-023-4-035-077-6430	
O	033932	10/27/04	\$1,723.45	ROBIN OAKS	1,723.45 01-5811-0-000-9-011-090-6730	
O	033933	10/27/04	\$1,875.00	ORANGE CO. AUDI	1,875.00 01-5811-1-050-4-034-089-6950	
O	033934	10/27/04	\$1,975.00	ORANGE CO. AUDI	1,975.00 01-5811-1-050-1-034-089-6950	
O	033935	10/27/04	\$440.00	LA WEEKLY/OC WE	440.00 01-5830-2-021-4-026-083-6460	
O	033936	10/27/04	\$579.39	OCLC, INC.	579.39 01-5811-2-035-4-037-087-6120	
O	033937	10/27/04	\$1,066.40	ONE DAY PAINT &	1,066.40 01-5811-1-050-4-034-089-6950	
O	033938	10/27/04	\$21.47	ORCHARD SUPPLY	21.47 01-4600-0-000-7-013-092-6773	
O	033939	10/27/04	\$3,000.00	LAGUNA COUNTRY	3,000.00 01-5620-0-000-1-025-000-6720	
O	033940	10/27/04	\$7,500.00	GKK CORPORATION	7,500.00 40-6226-1-420-1-021-000-7100	
O	033941	10/27/04	\$18,580.31	GMF SOUND, INC.	18,580.31 40-6410-1-477-6-013-000-7100	
O	033942	10/27/04	\$2,361.91	MF ATHLETIC COM	-1,470.27 40-9552- - - - - 3,832.18 40-6410-1-496-1-000-000-0001	
O	033943	10/27/04	\$1,237.50	NEXTIRAONE, LLC	1,237.50 40-6120-0-487-7-015-000-6780	
O	033944	10/27/04	\$10.00	MIKAEL KOURINIA	10.00 01-5820-0-000-7-013-090-6730	
O	033945	10/27/04	\$10.00	KATHLEEN MCDONA	10.00 01-5820-0-000-7-013-090-6730	
O	033946	10/27/04	\$20.00	VICTORIA MIRELE	20.00 01-5820-0-000-7-013-090-6730	
O	033947	10/27/04	\$305.90	A TO Z WHOLESAL	305.90 01-4344-0-000-1-052-035-0109	
O	033948	10/27/04	\$12,587.00	A-1 FENCE COMPA	1,598.00 01-5811-0-000-1-021-080-6510 10,989.00 01-6120-0-000-1-025-000-6830	
O	033949	10/27/04	\$295.00	ACADEMIC SENATE	295.00 01-5270-0-000-4-023-000-6030	
O	033950	10/27/04	\$295.00	ACADEMIC SENATE	295.00 01-5270-0-000-4-023-000-6030	
O	033951	10/27/04	\$575.00	ACADEMIC SENATE	575.00 01-5270-0-000-1-023-000-6030	

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Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033952	10/27/04	\$575.00	ACADEMIC SENATE	575.00	01-5270-0-000-1-023-000-6030
O	033953	10/27/04	\$40.16	ADAMSON POLICE	40.16	01-4600-1-050-1-034-089-6950
O	033954	10/27/04	\$60.19	AIR SOURCE INDU	60.19	01-5811-1-046-1-024-094-6440
O	033955	10/27/04	\$70.03	MARY AMELOTTE	70.03	01-4300-0-000-1-056-050-1914
O	033956	10/27/04	\$4,900.00	JAMES ARNOTT JR	4,900.00	01-5811-2-094-1-050-000-6011
O	033957	10/27/04	\$6,206.56	ASCAP	2,290.22 3,916.34	01-5821-0-000-4-025-000-6720 01-5821-0-000-1-052-011-0601
O	033958	10/27/04	\$385.98	AVALON RENTAL	385.98	01-5620-0-000-1-020-000-6620
O	033959	10/27/04	\$150.85	BANNERSANDSIGN	150.85	01-4600-0-000-4-073-000-6011
O	033960	10/27/04	\$157.19	JANET W. BARTH	157.19	01-4344-0-000-4-080-022-1306
O	033961	10/27/04	\$43.08	PAT BOLLINGER	43.08	01-4600-0-000-1-021-080-6510
O	033962	10/27/04	\$12.61	MATT BRODET	12.61	01-4600-0-000-1-052-011-0601
O	033963	10/27/04	\$1,926.61	CAL PRO SPORTS	1,926.61	01-4300-0-000-4-077-006-0835
O	033964	10/27/04	\$2,388.00	CAPISTRANO-LAGU	2,388.00	01-5811-1-002-1-050-000-6011
O	033965	10/27/04	\$40.00	CCCCSSAA	40.00	01-5270-0-000-4-024-000-6620
O	033966	10/27/04	\$615.00	COMMUNITY COLLE	285.00 330.00	01-5270-0-000-7-012-000-6610 01-5270-1-006-1-050-000-6011
O	033967	10/27/04	\$1,408.75	CONCORDIA UNIVE	1,408.75	01-5620-0-000-4-070-084-1003
O	033968	10/27/04	\$120.00	DIPLOMA TECHNOL	120.00	01-5651-1-075-1-054-033-1203
O	033969	10/27/04	\$5,078.27	EBS CO SUBSCRIPT	5,078.27	01-6300-1-025-4-037-087-6120
O	033970	10/27/04	\$247.91	ECONOMIC ALTERN	247.91	01-5811-0-000-4-021-080-6510
O	033971	10/27/04	\$31.27	JOHN W. EDWARDS	31.27	01-4600-0-000-4-030-072-6499
O	033972	10/27/04	\$700.00	TONY ELLIS	700.00	01-5173-0-000-4-070-084-1004
O	033973	10/27/04	\$574.69	ENTERPRISE RENT	574.69	01-5620-0-000-1-021-062-6772
O	033974	10/27/04	\$134.61	FREEWAY AUTO SU	134.61	01-4600-0-000-1-021-062-6772
O	033975	10/27/04	\$390.73	FRY'S ELECTRONI	390.73	01-4600-0-000-1-052-061-0799

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k Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	033976	10/27/04	\$446.57	ESTER GRAHAM	446.57	01-5270-2-034-7-013-090-6760
O	033977	10/27/04	\$139.00	TONY LIPOLD	139.00	01-5270-0-000-1-055-006-0835
O	033978	10/27/04	\$359.06	OFFICE MAX	49.10	01-4600-0-000-1-053-087-6120
					0.75	01-4600-0-000-1-051-065-6499
					25.20	01-4600-1-069-1-058-036-1305
					284.01	01-4600-0-000-9-000-000-0000
O	033979	10/27/04	\$556.20	KEN PATTON	556.20	01-5270-2-094-1-050-000-6011
O	033980	10/27/04	\$910.00	REGION VIII EOP	910.00	01-5270-1-022-1-051-000-6310
O	033981	10/27/04	\$338.00	ROCKHURST COLLE	338.00	01-5270-1-061-1-054-033-1203
O	033982	10/27/04	\$138.45	DON TAYLOR	138.45	01-5270-1-006-1-050-000-6011
O	033983	10/27/04	\$296.19	WELLS FARGO BAN	249.05	01-4344-0-000-1-052-017-1303
					47.14	01-4300-0-000-1-052-061-6130
O	033984	10/27/04	\$139.97	WELLS FARGO BAN	139.97	01-4300-2-074-4-078-010-1905
O	033985	10/27/04	\$705.69	WELLS FARGO BAN	189.00	01-5651-0-000-7-015-000-6780
					9.95	01-5811-0-000-7-015-000-6780
					438.00	01-6412-0-000-7-015-000-6780
					68.74	01-4600-0-000-7-011-000-6610
O	033986	10/27/04	\$10,016.95	WELLS FARGO #20	305.52	01-5270-0-000-1-054-000-6011
					150.00	01-5270-0-000-7-010-000-6610
					50.00	01-5270-0-000-7-011-000-6610
					25.00	01-5270-0-000-7-013-090-6730
					550.00	01-5270-1-034-7-013-090-6760
					12.00	01-5811-0-000-7-013-090-6730
					1,537.71	01-5825-0-000-9-013-000-6610
					7,386.72	01-5825-0-000-4-020-000-6790
O	033987	10/27/04	\$200.00	AMER. FENCE CO.	200.00	40-6220-1-477-6-013-000-7100
O	033988	10/27/04	\$264.00	APPLE COMPUTER	-20.46	40-9552- - - - -
					284.46	40-4300-1-471-4-041-061-6780
O	033989	10/27/04	\$3,013.99	CCS PRESENTATIO	3,013.99	40-6410-1-477-6-013-000-7100
O	033990	10/27/04	\$438.29	DELL MARKETING	438.29	40-4300-1-471-4-041-061-6780
O	033991	10/27/04	\$1,028.19	PORTOSAN COMPAN	1,028.19	40-6220-1-477-6-013-000-7100
O	033992	10/27/04	\$541.00	RONDEUX RELOCAT	541.00	40-6220-1-477-6-013-000-7100
O	033993	10/28/04	\$1,872.00	TITLEIST	-145.08	01-9552- - - - -

WARRANT REGISTER LISTING

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Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
					2,017.08	01-4300-0-093-1-055-006-0835
O	033994	10/28/04	\$32.79	AT & T WIRELESS	32.79	01-5590-0-000-7-010-000-6610
O	033995	10/28/04	\$613.30	SBC/MCI	474.63	01-5590-0-000-1-025-000-6570
					77.42	01-5590-0-000-4-025-082-6570
					61.25	01-5590-0-000-7-010-000-6610
O	033996	10/28/04	\$395.66	SBC/MCI	395.66	01-5590-0-000-1-025-000-6570
O	033997	10/28/04	\$741.44	SBC/MCI	741.44	01-5590-0-000-1-025-000-6570
O	033998	10/28/04	\$2,854.93	SBC/MCI	2,854.93	01-5590-0-000-1-025-000-6570
O	033999	10/28/04	\$554.40	SBC	554.40	01-5590-0-000-1-025-000-6570
O	034000	10/28/04	\$20.49	HARRY FARMER	20.49	01-4600-1-050-1-034-089-6950
O	034001	10/28/04	\$49,139.00	BOB PARRETT CON	695.00	01-5811-0-000-1-021-080-6510
					48,444.00	01-6220-0-000-1-025-000-6720
O	034002	10/28/04	\$381.55	PASCO SCIENTIFI	381.55	01-5812-0-000-4-078-050-1902
O	034003	10/28/04	\$58.04	PC MALL GOV. IN	58.04	01-4600-0-093-1-040-000-6630
O	034004	10/28/04	\$161.78	J.W. PEPPER & S	161.78	01-4300-2-074-4-070-084-1003
O	034005	10/28/04	\$173.19	PRAXAIR	154.04	01-4344-0-000-1-055-005-1002
					9.57	01-5620-0-000-4-078-010-1905
					9.58	01-5620-0-000-4-078-050-1902
O	034006	10/28/04	\$15.00	PURDUE UNIVERSI	15.00	01-4200-0-000-1-053-000-6011
O	034007	10/28/04	\$1,378.28	JOSE RAMOS	1,378.28	01-5811-1-039-4-020-000-6011
O	034008	10/28/04	\$120.96	A. RIFKIN COMPA	120.96	01-4600-0-000-7-013-064-6720
O	034009	10/28/04	\$265.73	RIO GRANDE ALBU	285.83	01-4344-0-000-1-055-005-1002
					-20.10	01-9552- - - - -
O	034010	10/28/04	\$258.60	SADDLEBACK SAND	258.60	01-4600-0-000-1-021-079-6550
O	034011	10/28/04	\$351.29	SADDLEBACK COLL	351.29	01-7600-1-023-4-035-077-6430
O	034012	10/28/04	\$63.30	SADDLEBACK COLL	63.30	01-7600-1-022-4-035-077-6310
O	034013	10/28/04	\$4,791.77	SADDLEBACK COLL	4,791.77	01-7600-1-022-1-051-000-6310
O	034014	10/28/04	\$1,500.00	SADDLEBACK COLL	1,500.00	01-7600-1-023-1-051-077-6430

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	034015	10/28/04	\$55,435.92	SADDLEBACK COLL	55,435.92	01-7600-1-023-1-051-077-6430
O	034016	10/28/04	\$2,000.00	SADDLEBACK COLL	2,000.00	01-5173-1-023-1-051-077-6430
O	034017	10/28/04	\$241.90	FRANK SCHAFER	241.90	01-4200-1-039-4-020-000-6011
O	034018	10/28/04	\$1,506.35	SCHOLASTIC LIBR	1,506.35	01-6300-0-000-1-053-087-6120
O	034019	10/28/04	\$2,000.00	SCHOOL SERVICES	2,000.00	01-5811-0-000-6-001-000-6610
O	034020	10/28/04	\$3,600.00	BRIAN L. SEAMAN	3,600.00	01-5811-1-039-4-020-000-6011
O	034021	10/28/04	\$1,188.14	SEHI PROCOMP CO	460.83 727.31	01-4344-0-000-1-055-005-1011 01-6410-0-000-7-015-000-6780
O	034022	10/28/04	\$34.60	SIGMA ALDRICH C	34.60	01-4300-0-093-1-056-010-1905
O	034023	10/28/04	\$3,347.00	SKORA ELECTRIC	3,347.00	01-5811-0-000-1-021-080-6510
O	034024	10/28/04	\$85.59	SMITH PIPE & SU	85.59	01-4600-0-000-4-021-079-6550
O	034025	10/28/04	\$1,490.93	SO. COAST FIRE	1,490.93	01-5811-0-000-4-021-080-6510
O	034026	10/28/04	\$24.00	SO. ORANGE CO.	24.00	01-5825-0-000-1-025-000-6460
O	034027	10/28/04	\$334.00	SO. ORANGE CO.	334.00	01-5825-0-000-1-025-000-6460
O	034028	10/28/04	\$39,931.59	SOUTHWEST OFFSE	39,931.59	01-5810-0-000-1-038-073-6022
O	034029	10/28/04	\$47.30	SPECTRUM LABS	47.30	01-4300-2-074-4-078-050-1902
O	034030	10/28/04	\$1,899.64	SPECTRUM PRINTI	1,899.64	01-5830-0-000-4-020-091-6710
O	034031	10/28/04	\$3,633.30	SPORTLAND TEAM	3,633.30	01-4300-0-093-1-055-006-0835
O	034032	10/28/04	\$115.03	SSP AUTO EQUIPM	115.03	01-4600-0-000-1-052-007-0948
O	034033	10/28/04	\$200.00	ELIZABETH STYFF	200.00	01-5173-1-089-1-054-033-1203
O	034034	10/28/04	\$1,327.34	SUN BADGE COMPA	1,327.34	01-4600-1-050-4-034-089-6950
O	034035	10/28/04	\$372.65	SYSTEMS SOURCE,	372.65	01-6410-0-000-1-038-091-6710
O	034036	10/28/04	\$3,070.25	THIRD DEGREE SP	3,070.25	01-4300-0-093-1-055-006-0835
O	034037	10/28/04	\$238.25	TICKET CRAFT	251.67 -13.42	01-5810-0-000-4-070-084-1007 01-9552- - - - -
O	034038	10/28/04	\$148.81	TRI-TECH INC.	-7.98 156.79	01-9552- - - - - 01-4600-1-050-1-034-089-6950

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY) - County Account

Sort: Sorted by Warrant #

Selection: Between #033292 and 034055

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	034039	10/28/04	\$1,845.89	TSI	1,987.89	01-4344-0-000-1-055-005-1002
					-142.00	01-9552- - - - -
O	034040	10/28/04	\$7,315.98	UNIQUE BOOKS	6,988.34	01-6300-0-000-1-053-087-6120
					327.64	01-4600-0-093-1-053-087-6120
O	034041	10/28/04	\$73.85	UNIVERSITY PROD	-5.23	01-9552- - - - -
					79.08	01-4600-0-000-1-053-087-6120
O	034042	10/28/04	\$201.99	USI	-14.08	01-9552- - - - -
					216.07	01-4600-0-000-1-053-087-6120
O	034043	10/28/04	\$25.13	VWR INTERNATIONAL	25.13	01-4300-2-074-4-078-010-1905
O	034044	10/28/04	\$51.72	WEST GROUP PAYM	51.72	01-4200-0-000-1-050-042-1402
O	034045	10/28/04	\$355.00	DOUGLAS WESTLAK	355.00	01-5650-0-000-1-055-046-1004
O	034046	10/28/04	\$294.08	WHEELER SEWING	294.08	01-4344-0-000-1-054-022-1399
O	034047	10/28/04	\$4,900.00	CHARLES WILLIS	4,900.00	01-5811-2-094-1-050-000-6011
O	034048	10/28/04	\$15.00	THE WRITING CEN	15.00	01-4200-0-000-1-053-000-6011
O	034049	10/28/04	\$1,344.63	XEROX CORP.	810.83	01-5651-0-000-1-038-076-6774
					533.80	01-5620-0-000-1-038-076-6774
O	034050	10/28/04	\$189.64	XEROX CORP.	189.64	01-4600-0-000-1-038-076-6774
O	034051	10/28/04	\$107.98	YALE CHASE MATE	107.98	01-5650-0-000-7-013-092-6773
O	034052	10/28/04	\$2,007.50	PSOMAS	2,007.50	40-6226-1-490-6-013-000-7100
O	034053	10/28/04	\$1,412.10	SECURE-IT	-107.92	40-9552- - - - -
					1,520.02	40-6410-1-477-6-013-000-7100
O	034054	10/28/04	\$35,447.38	VIDEOTAPE PRODU	35,447.38	40-6410-1-477-6-013-000-7100
O	034055	10/28/04	\$888.64	CARL WARREN & C	888.64	68-5811-0-000-7-013-000-6720
			\$3,904,105.61		\$3,904,105.61	

FUND SUMMARY

Description	Amount
01 - General Fund	\$1,494,524.61
12 - Child Development Fund	\$1,966.79
40 - Capital Outlay Fund	\$2,009,206.59
52 - COPS Capital Lease Paymen	\$384,207.95
68 - Self-Insurance Fund	\$11,178.67
71 - Retiree Benefit Fund	\$3,021.00
	<u>\$3,904,105.61</u>

OPEN:	\$3,953,246.07 744	VOIDED:	\$0.00 0
CLEARED:	\$0.00 0	CANCELLED:	\$49,140.46 20
		STALE DATED:	\$0.00 0

WARRANT REGISTER LISTING

Escape - AP

v 4.2

Account (SC-CMED) - Saddleback Community Ed
Sort: Sorted by Warrant #
Selection: Between #008010 and 008033

S	Check #	Check Dt	Check Amt	Company Name	Acct Amount	Account #
O	008010	10/12/04	\$235.00	MIRIAM BLOCK	235.00	09-8872-1-044-1-031-000-6822
O	008011	10/12/04	\$55.00	SALLY VER VYNCK	55.00	09-8872-1-044-1-031-000-6822
O	008012	10/12/04	\$2,425.00	ACTING EXPRESS	2,425.00	09-5173-1-044-1-031-000-6822
O	008013	10/12/04	\$375.50	GREG ATWOOD	375.50	09-5173-1-044-1-031-000-6822
O	008014	10/12/04	\$2,033.28	DELL MARKETING	2,033.28	09-6411-1-044-1-031-000-6822
O	008015	10/12/04	\$155.50	KARTER DIAMOND	155.50	09-5173-1-044-1-031-000-6822
O	008016	10/12/04	\$10,016.00	CALIFORNIA DISC	10,016.00	09-5173-1-044-1-031-000-6822
O	008017	10/12/04	\$282.00	JAMES HARRIGER	282.00	09-5173-1-044-1-031-000-6822
O	008018	10/12/04	\$827.79	INSIGHT SYSTEMS	827.79	09-5173-1-044-1-031-000-6822
O	008019	10/12/04	\$718.07	PACIFIC COACHWA	718.07	09-5691-1-044-1-031-000-6822
O	008020	10/12/04	\$209.13	PRATT & ASSOCIA	209.13	09-5173-1-044-1-031-000-6822
O	008021	10/12/04	\$400.00	SMART BUSINESS	400.00	09-5173-1-044-1-031-000-6822
O	008022	10/12/04	\$107.58	SOUTH ORANGE CO	107.58	09-4600-1-044-1-031-000-6822
O	008023	10/20/04	\$174.00	CHRISTINE MENAS	174.00	09-8872-1-044-1-031-000-6822
O	008024	10/20/04	\$587.50	ACTING EXPRESS	587.50	09-5173-1-044-1-031-000-6822
O	008025	10/20/04	\$338.50	DREAM BOOKS	338.50	09-5173-1-044-1-031-000-6822
O	008026	10/20/04	\$11,459.00	CALIFORNIA DISC	11,459.00	09-5173-1-044-1-031-000-6822
O	008027	10/20/04	\$1,829.00	EDUCATION TO GO	1,829.00	09-5173-1-044-1-031-000-6822
O	008028	10/20/04	\$381.18	INSIGHT SYSTEMS	381.18	09-5173-1-044-1-031-000-6822
O	008029	10/20/04	\$202.50	GARY E. MILLER	202.50	09-5173-1-044-1-031-000-6822
O	008030	10/20/04	\$418.26	PRATT & ASSOCIA	418.26	09-5173-1-044-1-031-000-6822
O	008031	10/20/04	\$1,302.00	ROUNDS, MILLER	1,302.00	09-5173-1-044-1-031-000-6822
O	008032	10/20/04	\$761.00	SMART BUSINESS	761.00	09-5173-1-044-1-031-000-6822
			\$35,292.79		\$35,292.79	

FUND SUMMARY

Description	Amount
09 - SC Community Education Fu	\$35,292.79
	<u>\$35,292.79</u>

WARRANT REGISTER LISTING

OPEN:	\$35,292.79	VOIDED:	\$0.00
	23		0
CLEARED:	\$0.00	CANCELLED:	\$0.00
	0		0
		STALE DATED:	\$0.00
			0

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM: 26
FROM:	CHANCELLOR	DATE: 11/16/04
SUBJECT:	GIFTS TO THE DISTRICT AND FOUNDATIONS	
REASON FOR BOARD CONSIDERATION:	APPROVAL	

BACKGROUND

Pursuant to the California Education Code Section 72241 and Board Policy 3300, the Board of Trustees "receive and administer gifts to the District." The division or office within the college receiving the donated item reviews all gifts. Additionally, the Chancellor's Cabinet reviews the utility and appropriateness of the donated gift as to possible personnel or related cost factors.

STATUS

The gifts listed on EXHIBIT A have been reviewed by the appropriate District and college officials and have been determined to be of benefit to the receiving location. Any impact on students is described on the exhibit.

RECOMMENDATION

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

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
GIFTS TO THE DISTRICT
November 16, 2004

IRVINE VALLEY COLLEGE

Gift: Canon BJC 4200 Color Bubble Jet Printer and BCI 21 Color and Black Ink Cartridges

To be used by Emeritus Institute Department

Donated By:

David Anderson
26611 Brandon
Mission Viejo, CA 92692

Costs:

Installation: N/A
Maintenance: N/A

IRVINE VALLEY COLLEGE

Gift: 25 Books

Add to the library collection

Donated By:

Anonymous

Costs:

Installation: N/A
Maintenance: N/A

IRVINE VALLEY COLLEGE

Gift: Repair Antique Wheelchair.

To Display Wheelchair in Mikel Bistany Memorial

Donated By:

Judy Matson Caneing
25552 Dartmouth Circle
Lake Forest, CA 92630

Costs:

Installation: N/A
Maintenance: N/A

IRVINE VALLEY COLLEGE

Gift: 3 Books

Add to the library collection

Donated By:

Ana Maria Cobos

Saddleback College Learning Center

Costs:

Installation: N/A

Maintenance: N/A

IRVINE VALLEY COLLEGE

Gift: 32 Books

To sell to raise funds for the library.

Donated By:

Jim Schroeder, Jr.

710 Indian Spring Lane

Buffalo Grove, IL 60089-1404

Costs:

Installation: N/A

Maintenance: N/A

IRVINE VALLEY COLLEGE

Gift: 11 Books

Add to the library collection

Donated By:

Anonymous

Costs:

Installation: N/A

Maintenance: N/A

SADDLEBACK COLLEGE

Gift: Aquarium equipment and materials

To be used in the Marine Science Technology division.

Donated By:

Aquaria Inc., Marineland Products
6100 Condor Drive
Moorpark, CA 93021-8001

Costs:

Installation: N/A
Maintenance: N/A

SADDLEBACK COLLEGE

Gift: Specialty hardware for pottery wheels

To be used by Fine Arts, Ceramics classes

Donated By:

General Rich
570 E. LaCadena
Riverside, CA

Costs:

Installation: N/A
Maintenance: N/A

SADDLEBACK COLLEGE

Gift: Equipment and materials

To be used for Interior Design student projects

Donated By:

Design Focus
786 Avenida Salvador
San Clemente, CA 92672

Costs:

Installation: N/A
Maintenance: N/A

SADDLEBACK COLLEGE

Gift: Equipment and materials

To be used for Interior Design Dept.

Donated By:

Kaiser Rifken
22565 Charwood Circle
Lake Forest, CA 92630

Costs:

Installation: N/A
Maintenance: N/A

SADDLEBACK COLLEGE

Gift: 42 hardback books and 35 paperback books

For use in the library collection or Friends of the Library sale

Donated By:

Katherine St. John, PhD
853 Ronda Mendoza, Unit N
Laguna Woods, CA 92637

Costs:

Installation: N/A
Maintenance: N/A

SADDLEBACK COLLEGE

Gift: 3 paperback books

For use in the library collection or Friends of the Library sale

Donated By:

J. Mike Reed
32076 Via Buenel
San Juan Capistrano, CA 92075

Costs:

Installation: N/A
Maintenance: N/A

SADDLEBACK COLLEGE

Gift: 12 hardback books, 47 paperback books,
8 audio/visual tapes and 90 periodicals

For use in the library collection or Friends of the Library sale

Donated By:

Stanford I. Storey, PhD
29132 Mira Vista
Laguna Niguel, CA 92677

Costs:

Installation: N/A
Maintenance: N/A

SADDLEBACK COLLEGE

Gift: 1 hardback book and 23 paperback books

For use in the library collection or Friends of the Library sale

Donated By:

Karla Aguirre
29485 Riviera Ct.
San Juan Capistrano, CA 92679

Costs:

Installation: N/A
Maintenance: N/A

SADDLEBACK COLLEGE

Gift: 13 paperback books

For use in the library collection or Friends of the Library sale

Donated By:

Mr. S.B. Steele
25222 Staysail Drive
Dana Point, CA 92629

Costs:

Installation: N/A
Maintenance: N/A

SADDLEBACK COLLEGE

Gift: 3 paperback books

For use in the library collection or Friends of the Library sale

Donated By:

Rocky Cifone

P.O. Box 3329

Mission Viejo, CA 92690

Costs:

Installation: N/A

Maintenance: N/A

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	27
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	TRUSTEE TRAVEL TO CONFERENCES AND/OR PERSONAL MILEAGE REIMBURSEMENT		
REASON FOR BOARD CONSIDERATION:	APPROVAL		

BACKGROUND

The Orange County Department of Education requires 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

It is recommended that the Board of Trustees approve/ratify the requests for travel and/or mileage as shown in Exhibit A.

Item Submitted By:	Dr. Raghu P. Mathur, Chancellor
Item Reviewed By:	
Final Disposition:	Vote :

TRUSTEE ATTENDANCE AT CONFERENCES AND MEETINGS

Trustees wishing to attend:

ESTIMATED		
EVENT/LOCATION	DATE(S)*	COST** (per person)
Center Club-The Public Affairs Committee Costa Mesa, CA	November 17, 2004	\$ 37
Chapman University 2005 Economic Forecast Hyatt Regency, Irvine	December 8, 2004	\$ 150
2005 Society for Information Technology Phoenix, AZ	March 1 – 5, 2005	\$1,900

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

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

11/16/04

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	28
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	SOCCCD: LOCALLY FUNDED PROJECTS PROGRESS REPORT		
REASON FOR BOARD CONSIDERATION:	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 projects.

STATUS

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

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

LOCALLY FUNDED FACILITIES PLAN

PLAN STATUS REPORT

November 16, 2004

(Additions in Italics)

On August 30, 2004, a status report was submitted to the Board of Trustees for information. Since then, a request for qualifications was sent to architectural firms interested in providing architectural services for some of these projects. Thirteen firms responded to the invitation and eight were selected for interviews, which were conducted on September 8. As a result, several firms will be recommended to the board as the projects are ready to move forward. Also, after the last report, the State updated the construction cost index by 5.56% in recognition of recent increases in construction cost. We have updated the cost estimates of new projects accordingly.

In September, 2004, a Chancellor's Update item provided information about recent increases in construction costs. The latest ENR quarterly report, dated 9/27/04, shows that, nation-wide, construction prices have increased 10% this year and are 91% higher than in 2002. Other publications have commented on this situation (Exhibit B) that has become worse in California with the proliferation of local school bonds. An e-mail received in May from the State Chancellor's Office confirmed that bids were coming over budget by up to 33% (Exhibit C). This cost increase will have an impact on projects currently under design and other future projects; as work progresses on each project, estimates will be updated and the Board of Trustees will be kept informed.

The following is an update on the status of each project:

SADDLEBACK COLLEGE

1. **REPAIR TAS BUILDING.** The architect has met several times with the college/ district project team. Also, a meeting took place between the architect, structural engineer, and geotechnical engineer; as a result, the geotechnical engineer is adjusting his recommendations with the goal of providing an even better solution that will guarantee long lasting results. Studies for usage of the HS complex as swing space have been approved by the college. The committee is recommending not using any of the old Cal State Fullerton buildings as swing space because of the possible presence of mold, air pollution, and other problems that will likely surface if remodeling takes place; instead, if necessary, portables will be rented for the duration of the project. The deciding factor in relation to swing space will be whether or not the second floor of the TAS building can remain occupied during the repair of the first floor and this is being investigated with DSA and other sources.

On September 27, the architect, structural engineer, and the Director of Facilities Planning met with DSA staff. Regarding the swing space, DSA will not become involved unless we make physical modifications to existing buildings. In relation to the TAS building, DSA requested additional geotechnical information, including manometer readings of the second floor, to obtain assurances that there are no differential settlements that may affect the building structure. If differential settlements are found or the replacement slab somehow adds loads to the existing foundation pads, a new structural analysis of the entire building will be required and, as a result, there will be a need to upgrade the entire structure in accordance with current code requirements. This will add substantially to the cost and duration of the project. A proposal for additional geotechnical services is being submitted for approval. In relation to the swing space, to maintain the costs as close to budget as possible, the architect is now working on a plan for reusing existing space without physical modifications (HVAC and electrical modifications are exempt) that would trigger DSA review and result in expensive upgrades. If remodel is avoided, the feared surfacing of mold and air pollution will also be avoided and perhaps some of the old Cal State Fullerton rooms may be used if

needed. DSA also placed on the structural engineer the responsibility for determining whether it would be safe to occupy the second floor of the TAS building during construction. At this time, plans are proceeding under the assumption that there will be no need to move all the occupants from the second floor. As soon as a revised cost estimate is available, it will be presented to the board.

The architect has estimated the construction cost of repairing the TAS at \$1,354,000; when added the cost of renovating some lower campus space to provide temporary housing for the programs displaced and all the soft cost, the estimated project budget is now \$1,956,000. The board has approved only \$971,000 from basic aid for this project. A recommendation to increase the budget will be submitted to the board in December 2004.

2. LIBRARY REMODEL. The college and district administration have been discussing different options for this project. Since there is still a possibility that state funds may become available in 2006-07, a phased approach is recommended. The first phase would consist in repairing the slab on grade and remodeling the front (west) part of the first floor, from the area currently occupied by the LAP to the board room, for classroom, the Lariat, and the photography lab. In this scheme, the LAP will move to the portion of the third floor currently occupied by HR and the college administration will move to the part currently occupied by Business Services and the district's executive offices. The part of AGB building vacated by the college administration will be remodeled to house the ITC and provide one large classroom. The SA (Student Affairs) and CC (Classroom Cluster) buildings will be demolished. GKK has been tentatively identified as the architect for this project and, if the project is approved and funded by the Board, a recommendation to hire this firm will be submitted at the next board meeting.

A recommendation to hire GKK to provide architectural services for this project is being submitted to the board on this date, October 26, 2004.

The Board approved hiring GKK as the architect for this project. GKK and a committee of college faculty and administrators have begun work on this project by reviewing and updating the program. The college has decided not to move the administrative offices to the third floor of the Library.

3. MATH/ SCIENCE/ ENGINEERING ANNEX. On the last report it was proposed that a new annex facility be built adjacent to the M/S/E building to house the science labs. Carrier Johnson an architectural firm with extensive experience in designing science labs has been identified by the committee for this project and, if the project is approved and funded by the Board, a recommendation to hire this firm will be submitted at the next board meeting.

A recommendation to hire Carrier Johnson to provide architectural services for this project is being submitted to the board on this date, October 26, 2004.

The Board approved hiring Carrier Johnson as the architect for this project. The architect and college and district staff have started work by discussing the programmatic needs and reviewing the options available.

4. REPAIR & REMODEL M/S/E BUILDING. This project will take place after the M/S/E Annex is completed.

A cost estimate will be developed when an architect is hired for this project but it is estimated that this project could cost about \$5,000,000.

5. NEW PARKING. One parking consultant team has been identified for this project, lead by Choate Parking Consultants, Inc., and including A. C. Martin as consulting architects. The first step will be to conduct an analysis of existing parking and traffic conditions and provide recommendations. These recommendations should include parking solutions, access/egress studies for proposed parking, and general campus traffic recommendations (including loop road). A proposal to hire CPC to perform this study is being submitted to the Board under separate cover.

CPC submitted a fee proposal that exceeded the anticipated amount. A competitive, lower priced, proposal was received from International Parking Design, Inc. This company had also been interviewed by the committee, is very well qualified, and has in the past provided similar services for Saddleback College. A recommendation to hire IPD to provide consulting services for this project is being submitted to the board on this date, October 26, 2004.

The Board approved hiring International Parking Design to provide consulting services for this project.

6. LOOP ROAD. This project is included in the campus Master Plan and \$1,430,000 in basic aid funds set aside by the Board of Trustees in the past; however, funds were later redirected to cover more immediate needs. When the results and recommendations of the traffic study are available, a new project to complete the Loop Road will be developed and presented to the Board for consideration.

IRVINE VALLEY COLLEGE

1. PERFORMING ARTS THEATER. Progress is continuing on this project with working drawings approaching the 50% completion level. The current volatility of the construction market makes difficult to validate cost estimates. C W Driver has been reviewing the cost assumptions made by the architect and is now working with the design team, their cost estimator, and college and district staff to keep the project within budget.

C W Driver estimate of the construction cost for this project came at \$24,800,000. The architect's cost consultant estimates this cost at \$19,950,000, even considering some value engineering measures. Both estimates are substantially over the available construction funds (\$17,862,000), showing the impact of recent construction cost increases. At this time, the architect, his consultants, and district and college staff are trying to identify further value engineering measures to reduce the cost without impacting the program and will report to the Board of Trustees periodically.

Identification of value engineering items and revisions to the drawings to incorporate these items has delayed the completion of working drawings by three weeks. Submittal to DSA is now scheduled by November 30, 2004. The budget issues are still unresolved.

2. BUSINESS & TECHNOLOGY INNOVATION CENTER. It was the consensus of the committee that interviewed architectural firms that LPA was the best candidate for this particular project, based on the success of the HS Building at Saddleback College and the experience of this firm with other similar community college projects. A recommendation to hire LPA study is being submitted to the Board under separate cover. As reported in August, a cost estimate by C. W. Driver calculated the construction cost of this project at more than one million dollars over budget. The architect's first priority will be to study the budget and report to the Board.

On September 26, 2004, the Board of Trustees approved the agreement with LPA. The architect has reviewed the FPP, a committee of faculty and staff has been appointed to work with the architect and the first meeting has taken place.

LPA and a committee of college faculty and administrators are working on reviewing and updating the program for this project. Also, a topographic survey of the site has been ordered. A presentation to the Board of Trustees is scheduled for January, 2005.

3. UTILITIES INFRASTRUCTURE. Preliminary contacts with the Gas Company and Southern California Edison have been established. The cost associated with these services will depend on whether we can establish a separate address for the Jeffrey Road entrance to the campus; since the college has no objection to having a separate address, the next step will be researching this with the city of Irvine.

4. MAINTENANCE & POLICE FACILITY. Construction of this project is required to make room for the Business Technology & Innovation Center. Since the two projects are related, the committee is recommending using the same architect, LPA. If the project is approved and funded by the Board, a recommendation to hire this firm will be submitted at the next board meeting.

There is some urgency to move forward with this project so it can be completed in time to start the construction of the Business Technology & Innovation Center. An agenda item to approve this project and hire LPA to provide architectural services is being submitted on this date, October 26, 2004. An informative presentation will also be provided.

The Board approved hiring LPA as the architect for this project and work has begun by identifying the programmatic needs and analyzing site conditions.

5. LOT #5 EXPANSION AND LOT #6 (Phase I). The design of the new parking is included in the plans being prepared by Arquitectonica for the theater. The Board has already approved \$730,000 from basic aid for this project; the estimated cost is about \$1,500,000. At the time of bid, this project will be bid separately and additional funds will be required. Construction will take place at the same time as the theater.

Plans are now more than 50% completed. Rider Hunt Levett & Bailey, construction cost consultants to Arquitectonica for the Theater project, is preparing a cost estimate for this project that will be presented to the board with a recommendation for funding.

Rider Hunt's cost estimate indicates that the original budget for this project should be adequate. The budget, as included in the most recent 5-Year Construction Plan is \$1,480,000. Since only \$730,000 from basic aid has been approved by the Board for this project, a recommendation to augment the budget will be submitted at the December 2004 Board meeting.

6. BARRANCA ENTRANCE. This project will provide a new access to the campus from Barranca Avenue. When Barranca was extended beyond Jeffrey, the city made provisions for this future access. The board of Trustees has set aside \$730,000 in basic aid funds for this project.

ATEP

DEVELOPMENT OF ATEP SITE. In accordance with the conveyance documents, plans were submitted to the City of Tustin for review and comment/ approval. This process is now practically completed but delayed the project by about six weeks. Also, plans have been submitted to DSA and will have to go through the standard review process as opposed to the over-the-counter approval process as anticipated (this is due to the state budget cuts that limited staff availability). This will further delay the project which now is expected to be completed in the Summer of 2005 and be ready for occupancy in the Fall of 2005.

The City of Tustin required additional information on the current submittal and the ATEP team resubmitted the final courtesy review documents the week of October 11. Regarding DSA review, the latest concern regarding accessibility issues has been resolved and plans are ready to be resubmitted. At the same time, the Provost and District administration agree with the City of Tustin that some existing structures have deteriorated to the point that they should be demolished as soon as possible, in particular some buildings located north of Valencia. Since the Navy needs to proceed with soil remediation measures to remove MTBE contaminated soil in the area of the existing Child Care Center, the structures in that area will be demolished at the Department of the Navy cost to allow for the remediation work. Other three buildings that are the closest to the new Launching Program should be demolished: the Bowling Alley, Credit Union/Library, and Theater buildings. Prior to request bids for the demolition, hazardous materials surveys must be conducted to identify items that have to be properly removed and disposed of. Proposals for hazardous materials surveying services were requested and a purchase order has been issued to the lowest bidder, H2 Environmental.

Bid documents for site improvements and signage work have been completed and the invitation for bidders advertised. Bids will open on November 30, 2004, and a recommendation to award will be submitted to the Board in December, 2004. The hazardous materials survey has been completed and, as soon as the report is available, demolition specifications will be developed and the project will go out to bid.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	29
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	SOCCCD: MONTHLY FINANCIAL STATUS REPORT		
REASON FOR BOARD CONSIDERATION:	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 the end of the prior month. A review of current revenues and expenditures for the 2004/05 fiscal year shows that they are in line with the budget.

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
General Fund Income and Expenditure Summary
As of October 31, 2004

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Difference	Year to Date Receipts/ Expenditures
SOURCES OF FUNDS					
BEGINNING FUND BALANCE:		19,789,436	19,789,436	0	
REVENUES:					
Federal Sources	8100-8199	\$ 1,089,636	1,089,636	0	164,241
Other State Sources	8600-8699	15,635,819	15,696,519	60,700	4,830,948
Other Local Sources	8800-8899	129,458,208	129,458,208	0	18,106,866
Total Revenue		146,183,663	146,244,363	60,700	23,102,055
INCOMING TRANSFERS	8980-8989	250,000	250,000	0	0
TOTAL SOURCES OF FUNDS		<u>166,223,099</u>	<u>166,283,799</u>	<u>60,700</u>	<u>23,102,055</u>
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries	1000-1999	46,749,012	46,721,972	(27,040)	10,852,156
Other Staff Salaries	2000-2999	27,402,762	27,461,043	58,281	6,210,361
Employee Benefits	3000-3999	25,309,473	25,333,715	24,242	6,446,745
Supplies & Materials	4000-4999	3,089,280	2,989,093	(100,187)	592,570
Services & Other Operating	5000-5999	14,908,632	15,061,492	152,860	3,862,874
Capital Outlay	6000-6999	5,099,891	3,993,185	(1,106,706)	828,503
Payments to Students	7500-7699	367,720	367,970	250	138,785
Total Expenditures		122,926,770	121,928,470	(998,300)	28,931,994
OTHER FINANCING USES:					
Transfers Out	7300-7399	1,785,330	2,844,330	1,059,000	1,755,330
Basic Aid Transfers Out		32,741,093	32,741,093	0	5,000,000
Debt Service	7100-7199	812,409	812,409	0	362,612
Total Other Sources (Uses)		35,338,832	36,397,832	1,059,000	7,117,942
TOTAL USES OF FUNDS		<u>158,265,602</u>	<u>158,326,302</u>	<u>60,700</u>	<u>36,049,936</u>
ENDING FUND BALANCE		7,957,497	7,957,497	0	6,841,555
Reserve for Economic Uncertainties		6,639,492	6,639,492	0	
Location Reserves for Economic Uncertainties		1,318,005	1,318,005	0	
Nondesignated Budget Allocation		\$ 0	\$ 0	\$ 0	\$ 0

SADDLEBACK COLLEGE

General Fund Income and Expenditure Summary
As of October 31, 2004

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Difference	Year to Date Receipts/ Expenditures
SOURCES OF FUNDS					
LOCATION BEGINNING BALANCE		8,289,197	8,289,197	0	0
REVENUES:					
Unrestricted Budget Allocation		\$ 55,520,372	55,520,372	0	9,865,694
Restricted Budget Allocation		7,201,817	7,271,177	69,360	2,997,534
Total Revenue		62,722,189	62,791,549	69,360	12,863,228
INCOMING TRANSFERS	8980-8989	250,000	250,000	0	0
TOTAL SOURCES OF FUNDS		<u>71,261,386</u>	<u>71,330,746</u>	<u>69,360</u>	<u>12,863,228</u>
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries	1000-1999	29,437,848	29,411,317	(26,531)	6,563,012
Other Staff Salaries	2000-2999	14,063,742	14,133,908	70,166	3,302,761
Employee Benefits	3000-3999	12,714,876	12,738,783	23,907	3,569,463
Supplies & Materials	4000-4999	2,184,262	2,098,016	(86,246)	413,131
Services & Other Operating	5000-5999	7,132,773	7,168,150	35,377	1,603,028
Capital Outlay	6000-6999	2,981,714	2,375,401	(606,313)	598,565
Payments to Students	7500-7699	161,770	163,770	2,000	74,105
Total Expenditures		68,676,985	68,089,345	(587,640)	16,124,065
OTHER FINANCING SOURCES/(USES):					
Transfers Out	7300-7399	949,254	1,606,254	657,000	919,254
Debt Service	7100-7199	635,147	635,147	0	318,654
Total Other Sources (Uses)		1,584,401	2,241,401	657,000	1,237,908
TOTAL USES OF FUNDS		<u>70,261,386</u>	<u>70,330,746</u>	<u>69,360</u>	<u>17,361,973</u>
LOCATION OPERATING BALANCE		1,000,000	1,000,000	0	3,790,452
Reserve for Economic Uncertainties		1,000,000	1,000,000	0	0
Nondesignated Budget Allocation		\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>	<u>0</u>

IRVINE VALLEY COLLEGE

General Fund Income and Expenditure Summary
As of October 31, 2004

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Difference	Year to Date Receipts/ Expenditures
SOURCES OF FUNDS					
LOCATION BEGINNING BALANCE		4,471,181	4,471,181	0	0
REVENUES:					
Unrestricted Budget Allocation		\$ 29,139,375	29,139,375	0	5,403,026
Restricted Budget Allocation		4,182,852	4,174,192	(8,660)	1,899,999
Total Revenue		33,322,227	33,313,567	(8,660)	7,303,025
INCOMING TRANSFERS	8980-8989	0	0	0	0
TOTAL SOURCES OF FUNDS		<u>37,793,408</u>	<u>37,784,748</u>	<u>(8,660)</u>	<u>7,303,025</u>
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries	1000-1999	15,539,979	15,539,470	(509)	4,062,038
Other Staff Salaries	2000-2999	8,581,140	8,566,255	(14,885)	1,897,080
Employee Benefits	3000-3999	7,094,452	7,094,787	335	1,998,241
Supplies & Materials	4000-4999	739,899	735,731	(4,168)	153,239
Services & Other Operating	5000-5999	2,601,797	2,696,969	95,172	787,782
Capital Outlay	6000-6999	1,773,853	1,288,998	(484,855)	170,236
Payments to Students	7500-7699	205,950	204,200	(1,750)	64,680
Total Expenditures		36,537,070	36,126,410	(410,660)	9,133,296
OTHER FINANCING SOURCES/(USES):					
Transfers Out	7300-7399	829,076	1,231,076	402,000	829,076
Debt Service	7100-7199	177,262	177,262	0	43,959
Total Other Sources (Uses)		1,006,338	1,408,338	402,000	873,035
TOTAL USES OF FUNDS		<u>37,543,408</u>	<u>37,534,748</u>	<u>(8,660)</u>	<u>10,006,331</u>
LOCATION OPERATING BALANCE		250,000	250,000	0	1,767,875
Reserve for Economic Uncertainties		250,000	250,000	0	0
Nondesignated Budget Allocation		\$ 0	\$ 0	\$ 0	0

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	30
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	SOCCCD: OCTOBER/NOVEMBER 2004 CONTRACTS UNDER \$5,000		
REASON FOR BOARD CONSIDERATION:	INFORMATION		

BACKGROUND

During October/November 2004 the following contracts were reviewed and approved by the Deputy Chancellor following review by legal counsel, when appropriate.

CONTRACTOR NAME

CONTRACT AMOUNT

Garden Grove Hospital and Medical Center Affiliation agreement to provide clinical/internship training for students. (Attachment 1)	\$ 0.00
PIL LAB – Physicians Immunodiagnostic Laboratory, Inc. Affiliation agreement to provide clinical/internship training for students. (Attachment 2)	\$ 0.00
Bio Science Medico Lab Services Affiliation agreement to provide clinical/internship training for students. (Attachment 3)	\$ 0.00
American Musical Theatre of San Jose Costume Rental Agreement (Attachment 4)	\$ 2,047.50
10 Acre Ranch, Inc. Affiliation agreement to provide clinical/internship training for students. (Attachment 5)	\$ 0.00
Star (SanDiego Theater Arts Research Laboratory) Rental Agreement for angel wings and mechanism (Attachment 6)	\$ 375.00

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM: 31
FROM:	CHANCELLOR	DATE: 11/16/04
SUBJECT:	SOCCCD: TELECOMMUNICATIONS AND NETWORK SECURITY MANAGER	
REASON FOR BOARD CONSIDERATION:	INFORMATION	

BACKGROUND

At the April 2003 meeting of the Board of Trustees, a Telecommunications Assessment Report was presented to the Board by Mike Weller of PlanNet Consulting. This report identified a number of issues relating to the management of telephone systems within the District. Among them were inadequate infrastructure management, no capacity or change control management, inadequate cost and budget management, no vendor management and insufficient security measures. Additional observations included the lack of specification for telecommunication responsibilities, lack of telecommunication standards and no dedicated voice telecommunication staff. The report also recommended the District replace its aging and inadequate telephone system.

A district-wide Telecommunications Procurement Committee (TPC) was formed by the Chancellor. This group worked by consensus and was facilitated by PlanNet Consulting. This group proceeded to evaluate technology options and potential vendors. They then recommended the selection of a Cisco voice and data network implemented by NextiraOne, which was approved at the March 2004 Board Meeting. At that meeting, the Board asked staff to prepare a report identifying the staffing and maintenance cost issues associated with the new system. This report was provided as an information item at the May 24, 2004 Board Meeting. Subsequently, the executive committee reviewed a staffing recommendation which was prepared by the TPC and then met with Mike Weller, who introduced the importance of security management into the discussion. The executive committee directed Mike Weller to work with the Human Resources office to prepare a job description for the Telecommunications and Network Security Manager position.

The job description for the new position is responsive to the following conditions:

1) The new network will introduce seven new complex software environments which will require management and staff support. 2) Voice services will heavily depend upon the operational reliability of the data network. This condition requires additional staff attention to security issues. 3) Network security is a growing area of attention in higher education, in general due to increased liabilities associated with identity theft, and in California specifically because of recent legislation.

STATUS

The new data network and telephone system is in the process of being installed by NextiraOne. PlanNet Consulting is performing the District management functions during this installation. We are now planning for the training of college and District staff. To insure that the District can assume timely management and support of this network, it is important that this position be filled within the next 60 to 90 days. The Telecommunications and Network Security Manager is on the Classified Personnel Item for Board approval later in this agenda.

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	32
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT: SOCCCD: DOMESTIC PARTNER BENEFIT COVERAGE			
REASON FOR BOARD CONSIDERATION: INFORMATION			

BACKGROUND

Two new laws, AB 205 and AB 2208, require that registered domestic partners have the same benefits and obligations as spouses. Taken together, these two laws require the District to offer registered domestic partners the same benefits afforded to employees and, as such, will require the District to offer registered domestic partners District-sponsored benefit plans (except Long Term Care) effective January 1, 2005. An overview of the requirements under the law is outlined in EXHIBIT A.

Domestic Partners are defined by the state of California as same sex couples age 18 or older or opposite sex couples in which one partner is at least 62 years of age. There are several requirements that must be met in order to become a domestic partner with the state of California. Employees must be registered with the state of California to be eligible for benefits.

STATUS:

Information regarding an employee's right for benefit coverage for their registered domestic partners was sent to all benefit eligible employees and retirees the week of November 1, 2004. The notice is attached as EXHIBIT B.

Although not required by law, employers can offer employer-sponsored insurance plans to opposite sex couples under the age of 62. Since a relationship for opposite sex couples under age 62 is not formalized by either a marriage license or a certificate from the state registry, the possibility exists that an employee could declare a domestic partnership merely to access benefits through the District.

It is important that the District diligently maintain control of eligibility to protect future costs of District-paid benefit programs. The District would need to develop criteria and procedures for determining eligibility for Domestic Partners. Any protocol or criteria developed by the District would need to be approved by the insurance providers (including SISC) as this may impact the District's plans. To avoid potential discrimination charges, this method of verification for the partnership would be used for all partners enrolled, whether registered or not.

SISC has indicated that the addition of non-registered domestic partners would result in an immediate increase to the existing benefit rates of 1%, an increased cost of approximately \$100,000 per year.

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

driver♦alliant | INSURANCE SERVICES

California Requires Insurance Coverage for Domestic Partners

There are two new laws that have been chartered by the Secretary of State that require employer-sponsored insurance plans to provide insurance benefits for domestic partners as of January 1, 2005. Nearly one year ago, the California Legislature passed AB 205, the California Domestic Partner Rights and Responsibilities Act of 2003. AB 205 extends most of the same rights, protections, and benefits, to domestic partners that are currently granted to dependents of employees and subscribers who are covered by a health insurance plan. Most recently, AB 2208 was approved by the Governor. AB 2208 provides technical revisions to AB 205 by requiring health insurers, and all other forms of insurance regulated by the Department of Insurance, to provide coverage to a registered domestic partner that is equal to the coverage that is provided to spouses. AB 2208 is applicable to all health care service plans, health insurance policies, and all other insurance policies issued, amended, delivered, or renewed in the State of California on or after January 1, 2005.

Who is a Domestic Partner Under the Law?

Only domestic partners who have registered with the State of California qualify. Pursuant to Family Code §§ 297 and 298, a domestic partnership may be established by filing a notarized Declaration of Domestic Partnership with the Secretary of State. At the time of the filing, all of the following requirements must be met:

1. Both persons have a common residence;
2. Neither person is currently married to someone else or is a member of another domestic partnership;
3. The two persons are not related by blood in a way that would prevent them from being married to each other in California;
4. Both persons are at least 18 years of age;
5. Both persons are capable of consenting to the domestic partnership; and
6. One of the following:
 - A. Both persons are members of the same sex; or
 - B. Both persons are members of the opposite sex and one or both of them is over the age of 62.

Although many municipalities in California provide for domestic partnership registration, a local domestic partnership registration alone is not sufficient to trigger the rights provided under state law. In addition, California law does not recognize domestic partnership registrations from outside of the state.

Should Domestic Partners be Treated Like Spouses for Purposes of Health Benefits?

Since AB 25 took effect January 1, 2002, health insurance companies have been required to offer domestic partner coverage to employers who wish to include it in their benefit plans. The law did not mandate, however, that employers provide health benefits to their employees' domestic partners.

AB 205, when considered with the technical revisions of AB 2208, will be held to mandate that if an employer extends health benefits to spouses of employees, it must also allow coverage for domestic partners. The reason is twofold. First, the law clearly states that registered domestic partners are entitled to the same benefits that are granted to spouses whether those benefits derive from "statutes, administrative regulations, court rules, government policies, common law, or any other provisions or sources of law." Though there is no law requiring employers to extend health benefits to spouses, public employers, for instance, that provide health benefits to employees invariably act under the auspices of a local ordinance, rule or regulation. These documents almost certainly qualify as "any other provisions or sources of law."

Second, the new law provides that domestic partners have the same nondiscrimination rights as spouses. (Family Code § 297.5 (a) and (f)). Under the Fair Employment and Housing Act (FEHA), an employer may not discriminate on the basis of marital status. Therefore, if an employer were to extend health benefits to spouses but not domestic partners, arguably the employer would be making a distinction based on marital status. Given AB 205's broad protection of the rights of domestic partners, and AB 2208's requirement that insurance policies include coverage for domestic partners that is equal to what is provided to spouses, an employer's decision to extend coverage to spouses but not domestic partners may violate the law for this reason as well.

However, the new law is not without exceptions. For example, it does not modify eligibility for long-term care under the Public Employees' Long Term Care Act.

How Does the New Law Interact with an Employer's COBRA Responsibilities?

AB 205 expressly states that it "does not amend or modify Federal laws or the benefits, protections, and responsibilities provided by those laws." (Family Code § 297.5(k)). When the Legislature passed AB 25, it explicitly stated that it did not expand an employer's obligation to provide COBRA health coverage to domestic partners. However, under the new law, AB 205, there is some ambiguity.

Clearly, domestic partners will not be eligible for COBRA coverage under Federal law unless he or she also qualifies as a dependent under Internal Revenue Code § 152. In that respect, there is no change to the status quo. Domestic partners are not eligible as a qualified COBRA beneficiary if they were to have the same qualifying event as a spouse or other dependent of an employee. Whether the domestic partner is entitled to Cal-COBRA benefits, however, is another matter.

An employee and his or her dependents would be entitled to Cal-COBRA extended coverage (AB 1401) if he or she has exhausted Federal COBRA coverage. Conceivably, this coverage could extend to domestic partners even if they do not meet the Federal definition of "qualified beneficiaries," which is limited to the employee and his or her spouse or child. (26 CFR § 54.4980B-3). Under Family Code § 297.5(e), to the extent that California law relies on Federal law in a way that results in domestic partners being treated differently than spouses, registered domestic partners are to be treated by California law as if Federal law recognized domestic partners in the same manner as California law.

Therefore, when determining whether a domestic partner is eligible for Cal-COBRA coverage (AB 1401), Federal COBRA must be read as if domestic partners were eligible for continuation of coverage only when a qualified beneficiary, who was an employee who has lost coverage, is covering them as any similarly situated dependent under his or her own COBRA election. While domestic partners would not be eligible as a qualified beneficiary for their own continued coverage under Federal COBRA, they would be eligible as a qualified beneficiary for any extension of benefits under Cal-COBRA that the employee is entitled to. We suggest that employers discuss this issue with their insurance carriers to ensure compliance under the terms of their individual policies.

How does HIPAA affect Domestic Partners?

The rights of a person under HIPAA to enroll in his or her employer's health insurance, if they have lost eligibility for coverage under another employer's health insurance plan, do not extend to domestic partners. There is no qualified event under which a domestic partner who has lost coverage under his or her own employer's plan could enroll in his or her domestic partner's employer's plan during the plan year. The domestic partner who has lost coverage would most likely have continuation of coverage rights under COBRA through his or her employer. Registered domestic partners do have the right to enroll as any other similarly situated spouse of an employee during an annual open enrollment, or when the employee is first eligible for coverage. The establishment of a Declaration of Domestic Partnership during the employer's plan year is not a qualified event under HIPAA that would allow a registered domestic partner to be eligible for coverage other than during open enrollment.

Do Employers Have any New Payroll Obligations?

When an employee receives employer-provided health benefits for his or her domestic partner, the employee must pay taxes on the amount of those benefits unless the domestic partner qualifies as a "dependent" under the Federal Tax Code. In contrast, benefits received for a spouse are tax-exempt. AB 25 amended California law to provide that a domestic partner is a "dependent" so that benefits received for a domestic partner are exempt from state taxation. As a result, the cost of employer-provided domestic partner coverage may not be included in the employee's California taxable income. AB 205 does not change either the Federal or state law in this respect.

Portions of this summary have been prepared by Michael Blacher, an attorney in the law firm of Liebert Cassidy Whitmore which maintains offices in Los Angeles and San Francisco. The firm advises and represents public agencies in all facets of employment, labor relations, and education law.

Driver Alliant Insurance Services and its employees are not licensed to practice law nor function as tax advisors. The information provided for you is for reference purposes only in response to your inquiry. Specific legal, regulatory, compliance and tax issues should be reviewed by legal counsel or a professional tax advisor.



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Business Services

MEMORANDUM

To: All Benefit Eligible Employees

From: Business Services Information Desk

Date: November 2, 2004

Subject: DOMESTIC PARTNER COVERAGE EFFECTIVE JANUARY 1, 2005
AB 205, AB 2208

The California Legislature has formalized the legal status of domestic partners in the State of California with Assembly Bill 205 (AB 205). The bill has established that registered domestic partners and former domestic partners shall have the same benefits and obligations as apply to spouses and former spouses. Most recently, AB 2208 was approved by the Governor. AB 2208 provides technical revisions to AB 205 by requiring health insurers, and all other forms of insurance regulated by the Department of Insurance, to provide coverage to all registered domestic partners.

AB 205 and AB 2208 require the District to extend benefits to registered domestic partners. This gives registered domestic partners access to the following plans: Medical, Dental, Vision, Basic Dependent Life and Supplemental Life insurance. Long Term Care insurance is exempt from the eligibility rules of AB 205 and AB 2208.

Domestic partners are defined by the State of California as same sex couples age 18 and older or opposite sex couples in which one partner is at least 62 years of age. There are several other requirements that must be met to become a registered domestic partner with the State of California. For more information you can access the California Secretary of State on line via http://www.ss.ca.gov/dpregistry/dp_faqs.htm.

In order for a domestic partner to be eligible for benefits with the District, they must show proof of registry with the California Secretary of State. Only at that time will the domestic partner be allowed to enroll in any of the District's benefit plans.

The District will contribute the same towards a registered domestic partner as they currently do for a legal spouse, which means that there will be no premium cost to the employee. However, the Internal Revenue Code (IRC) requires that employers impute income to the employee equal to the market value of the health care coverage provided to the domestic partner offset by any employee after-tax contributions. This means that coverage for the domestic partner will be taxable to the employee.

Employees will be allowed to add their registered domestic partners for an effective date of January 1, 2005. In order to have your registered domestic partner covered effective January 1st, you must complete an enrollment form to add your domestic partner. Enrollment forms must be returned to the District with proof of domestic partnership no later than December 1, 2004. If you currently have a registered domestic partner and you do not enroll your domestic partner at this time, you will not be allowed to enroll them until next year's open enrollment. Please contact Jessica Cha at extension 4898 or Earl Pagal at extension 4512 for enrollment information.

c: Laura Abrams
Jessica Cha
Earl Pagal

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	33
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	SOCCCD:ACADEMIC YEAR 2005/06 NON-RESIDENT TUITION FEES FOR FOREIGN & OUT-OF-STATE STUDENTS		
REASON FOR BOARD CONSIDERATION:	INFORMATION		

BACKGROUND

The California Education Code, Section 76140, requires each community college district of the state to establish a non-resident tuition fee no later than February 1 for the succeeding fiscal year. This rate is based on the expense of education per unit of attendance (FTES) for the previous fiscal year, modified by the projected increase in the U.S. Consumer Price Index for the current year and the year in which the fee will be in effect. The current fiscal year fee is \$146 per unit. The estimated 2005/06 non-resident tuition fee is \$148 per unit.

Pursuant to Education Code Section 76141, districts may also charge non-resident students who are both citizens and residents of a foreign country an amount not to exceed the amount that was expended by the District for capital outlay in the preceding fiscal year divided by the total FTES in the preceding fiscal year. Revenues derived from this fee shall be expended for purposes of capital outlay, maintenance, and equipment. Any fee charged pursuant to this section should not exceed fifty percent of the non-resident tuition fee established pursuant to California Code of Education, Section 76140. The current fiscal year fee is \$21 per semester unit. The new calculation is \$22 per unit.

In addition to the non-resident tuition fee, Chapter 170, Statutes of 1992, also added Education Code Section 76142, which authorized districts to collect up to \$100 application fee from non-resident students who are both citizens and residents of a foreign country for actual document processing costs. The fee is non-refundable if students fail to enroll subsequent to making an application for enrollment. The current fiscal year fee is \$45. The new calculation is \$48 per unit.

The Associated Student Governments requested they be given advance information on the proposed fee prior to the Board taking action to establish the fee for the next academic year. As classes will not be in session when the agenda item is prepared for Board approval in January 2005, this item is being submitted now as advance information of the proposed fee.

STATUS

All of the factors necessary to establish these fees as required by Education Code are not available at this time. District Business Office staff has calculated an estimate of the District non-resident related fees (EXHIBIT A) and will submit a recommendation to the Board in January 2005, together with actual calculations as required by the Education Code.

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

*** Estimated Current Expense of Education
for 2005/06 Non-Resident Tuition Rate**

A. Expense of Education for Base Year (2003/04 CCFS 311, Pages 15-17, AC 0100-6700, Col. 1-3)	\$ 99,130,600
B. Annual Attendance FTES (2003/04 Audit Report)	23,331
C. Expense of Education per FTES (A / B)	\$ 4,249
D. USCPI Factor (2 years)**	\$ 1.044
E. Costs per FTES for Tuition Year (C x D)	\$ 4,436
F. Estimated 2005/06 Per unit non-resident tuition fee: Semester system colleges (E/30)	\$ 148

**2005/06
Capital Outlay Fee Calculation
E.C.S. 76142**

A. Total Capital Outlay	\$ 15,220,286
B. FTES for 2003/04	23,331
C. Foreign Student Charge per Academic Year (A / B)	\$ 652
D. Estimated 2005/06 Capital Outlay Fee, per unit (C / 30)	\$ 22

**2005/06
Application Fee Calculation
E.C.S. 76142**

A. Admissions & Records Operating Expense for 2003/04 (per CCFS-311, A.C. 6200)	\$ 2,241,171
B. FTES for 2003/04	23,331
C. Student cost per academic year (A / B)	\$ 96
D. Estimated 2005/06 Application fee, per semester (C / 2)	\$ 48

*Based on estimates only, actual numbers will be provided by California Community College Chancellor's Office for final calculation.

**The USCPI is not available at this time. This is the same number used last year.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	34
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	ACADEMIC PERSONNEL ACTIONS – REGULAR ITEMS		
REASON FOR BOARD CONSIDERATION:	APPROVAL/RATIFICATION		

BACKGROUND

In accordance with Education Code Section 72200, 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.

RECOMMENDATIONS

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

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ACADEMIC PERSONNEL ACTIONS/RATIFICATIONS

A. ADDITIONAL COMPENSATION: GENERAL FUND

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

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u> <u>Amount</u>	<u>Effective Date</u>
Edwards, Diane	Guest Speaker/Emeritus Lecture	\$ 100.00	01/14/05-01/14/05
Milovich, June	Develop Instr. Lab for Child Dev	3,000.00	08/23/04-12/20/04
Rybold, Gary	Staff Development Coordinator	2,160.00	08/23/04-12/20/04

B. 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.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u> <u>Amount</u>	<u>Effective Date</u>
Evancoe, Eugene	Project Director, VTEA Grant	\$4,125.00	07/01/04-06/30/05

C. ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF

<u>APPLICANT</u>	<u>HIGHEST</u> <u>DEGREE</u>	<u>PROBABLE</u> <u>ASSIGNMENT</u>	<u>APPROX.SALARY</u> <u>PLACEMENT</u>	<u>START DATE</u>
Ackerman, Casey	PhD/Psychology	Psychology/SC	V/1	01/10/05
Bauer, Lisa	PhD/Psychology	Psychology/IVC	V/1	01/10/05
Belli, Melia	MA/Art History	Art/IVC	II/1	01/10/05
Cox, Kimberly	PhD/Social Psych	Psychology/IVC	V/1	01/10/05
Davila, Antonio	MS/Env. Toxic.	Bio Lab/SC	II/1	01/10/05
Harding, Christine	MS/Math	Math/SC	II/1	01/10/05
Mathews, Alexandra	MS/Library	Library/SC	II/1	01/10/05

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.

EQUIVALENCY (Continued)

<u>APPLICANT</u>	<u>HIGHEST DEGREE</u>	<u>PROBABLE ASSIGNMENT</u>	<u>APPROX SALARY PLACEMENT</u>	<u>START DATE</u>
Cooper, Kathleen	BS/Biochemistry	Biology/SC	I/1	01/10/05

Equivalency is based on a Bachelor of Science in Biochemistry from California Polytechnic State University, San Luis Obispo, as well as 160 units of coursework toward her PhD in Biological Chemistry from the University of California, Irvine. Ms. Cooper has advanced to candidacy (January 2003) and has already published her work in the journal Schizophrenia Research in 2004. In the sciences, this is equivalent to at least a Master's degree. She expects to defend her thesis and complete her PhD in June 2005.

Herling, Gerald	BA/Phys. Ed.	Choral Ensemble/IVC	I/1	01/10/05
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Equivalency is based on a Bachelor of Arts degree in Physical Education from California State College, Los Angeles, two and a half years of training under Brett Littlefield, International quartet gold medalist, and involvement in a myriad of music experience. Mr. Herling has been involved in music since junior high school. His experience in music spans from playing in the school band and orchestra to playing and singing church music, to participating in chorus competitions in division and district contests.

Paquette, Michael	BS/Aquaculture	Aquaculture/SC	I/1	01/10/05
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Equivalency is based on a Bachelor of Science Degree in Aquaculture Science and Pathology from the University of Rhode Island. Mr. Paquette has worked as a professional Aquatic Systems Product Designer and Aquaculture Technician for Aquaneering Inc. in San Diego, CA, Shrimp Improvement Inc. in Islamorada, Florida, and for the South Carolina Department of Natural Resources. His knowledge and experience include developing procedures for counting, boxing and shipping post larvae creatures, performing daily water quality tests, tagging and tracking Atlantic and short nose sturgeon, and designing and constructing various water recirculation and filtration systems.

Stout, Ronald	Music/No Degree	Applied Music/SC	I/1	01/10/05
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Equivalency is based on 28 years as a private teacher of instrumental music; specifically trumpet and jazz improvisation. Throughout his career, Mr. Stout has performed as a professional musician in numerous live performances, international tours and over 200 recordings. In addition to performing, Mr. Stout has been teaching Jazz at CSU, Northridge for the past two years and has participated in teaching large group seminars with the Woody Herman Orchestra.

D. ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF

(Information Item - Pursuant to Board Policy 4002.1)

<u>APPLICANT</u>	<u>HIGHEST DEGREE</u>	<u>PROBABLE ASSIGNMENT</u>	<u>APPROX.SALARY PLACEMENT</u>	<u>START DATE</u>
Evett, Corinna	MA/English	English/SC	II/1	10/19/04
McCann, Lynn ¹	Ph.D./Comm.	Speech/SC	V/1	10/13/04
Sanchez, Sylvia	MS/Counseling	EOPS/SC	II/1	10/25/04
Traver, Maria	MS/Counseling	EOPS/SC	IV/1	11/01/04

¹ Emergency hire to replace Rania Morrill, who resigned 9/29/04.

EQUIVALENCY

(Information Item - Pursuant to Board Policy 4002.1)

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.

APPROX

<u>APPLICANT</u>	<u>HIGHEST DEGREE</u>	<u>PROBABLE ASSIGNMENT</u>	<u>SALARY PLACEMENT</u>	<u>START DATE</u>
Swanson, Rosemary ¹	BS/Phys. Ed.	Water Exercise-SC	I/1	10/6/04

Equivalency is based on a Bachelor of Science degree in Health and Physical education from Slippery Rock University, Pennsylvania and a California teaching certificate from CSU, Long Beach. Ms. Swanson has two years experience teaching water exercise classes in senior communities. Additionally, she is certified by the Arthritis Foundation to teach senior fitness classes. She has over 30 years teaching physical education in California.

¹ Emergency hire to fill vacant class.

E. TEACHING ASSIGNMENT DURING SABBATICAL LEAVE

1. MICHAEL RUNYAN, ID #1225, Professor of English Literature, Pos #1671, is requesting to receive pay for teaching English 15A, Division of Liberal Arts and Learning Resources, Saddleback College, for Fall 2004 semester, during which time he is assigned to a Sabbatical Leave. He is replacing Bill Heffernan, who was awarded a Fulbright to Sri Lanka for academic year 2004-2005.

F. LEAVE OF ABSENCE

1. THERESA WHITT, ID #1049, Nursing Instructor, Pos #1724, pursuant to Board Policy 4077, is requesting a 9 day leave of absence with pay, for deployment to hurricane regions from September 16, 2004 through September 28, 2004, with the California Level 1 Disaster Medical Assistance Team under FEMA.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	35
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	CLASSIFIED PERSONNEL ACTIONS – REGULAR ITEMS		
REASON FOR BOARD CONSIDERATION:	APPROVAL/RATIFICATION		

BACKGROUND

In accordance with Education Code Section 72200, 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.

RECOMMENDATIONS

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

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

CLASSIFIED PERSONNEL ACTIONS/RATIFICATIONS

A. NEW PERSONNEL APPOINTMENTS

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

A. JOSE ARAIZA is to be employed as Groundskeeper, Maintenance, Operations and Support Services, Saddleback College, Pos #2887, Classified Range 118, Step 1, 29 hours per week, 12 months per year, effective November 1, 2004. This position was approved by the Board of Trustees on October 27, 2003.

B. WAYNE WARD is to be employed as Director of Facilities and Maintenance, Physical Plant, Facilities Maintenance, Irvine Valley College, effective November 8, 2004, Pos #2028, Classified Leadership Salary Schedule, Range CL8, Step 2. This is a replacement for Nelson Cayabyab.

2. The following individuals are to be employed as **Substitutes** in the classification noted below, on an if-and-as-needed basis.

<u>Name</u>	<u>Classification</u>	<u>Range/Step</u>	<u>Start Date</u>
¹ Fox, Thomas	Groundskeeper/IVC	118/1	10/05/04
Salvati, Frances	College Information Operator/SC	109/1	11/01/04
¹ Turnquist, Barbara	Admissions & Records Spec.I/SC	116/1	09/10/04
¹ Donovan, R. Ann	Exec. Asst. Deputy Chancellor/Dist.	CL4/2	09/27/04

3. The following individuals are to be employed as **Short-Term (Temporary)** positions, on an if-and-as-needed basis, and shall work no more than 170 days in any fiscal year.

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>	<u>Start/End Date</u>
¹ Anderson, William L.	Project Clerk/SC	\$ 7.25	08/18/04-06/30/05
¹ Bernardo, Et	Tutor/SC	\$ 7.25	08/30/04-06/30/05
¹ Bohn, Quentin	Project Clerk/SC	\$ 7.25	10/11/04-06/30/05
¹ Chang, Hui Ping	Tutor/IVC	\$ 8.00	10/04/04-06/30/05
¹ Criscione, Diane	Project Specialist III/Dist.	\$ 15.25	11/01/04-12/31/04
¹ Davani, Farideh	Theatre Aide/IVC	\$ 8.50	09/27/04-05/19/05
¹ Daze, Jon	Coaching Aide/IVC	\$ 15.00	10/06/04-06/30/05
¹ Dean, Cynthia	Project Specialist III/Dist.	\$ 15.25	10/13/04-11/12/04
¹ Gannon, Ashley	Specialist Aide/IVC	\$ 8.50	10/07/04-05/19/05
¹ Gore, Lisa	Theatre Aide/IVC	\$ 8.50	09/23/04-05/19/05
Greenwaldt, Nancy	Clerk Short Term/SC	\$ 9.25	11/01/04-12/21/04
¹ Guillory, Monique	Counselor Intern/IVC	\$ 8.00	09/15/04-12/31/04
¹ Hansen, Cheryl	Tutor/IVC	\$ 8.00	09/15/04-06/30/05
¹ Hobbs, Aida	Project Specialist II/SC	\$ 14.00	10/05/04-10/07/04
¹ Keaveney, Anne	Tutor/IVC	\$ 8.00	10/04/04-06/30/05
¹ Kidder, Elsie	Secretary/Receptionist/SC	\$ 13.50	10/11/04-11/30/04
¹ Kroll, Susan	Specialist Aide/SC	\$ 8.50	10/01/04-06/30/05
¹ Long, Lawrence	Specialist Aide/IVC	\$ 8.50	08/15/04-06/30/05
¹ Malani, Rajkumani	Clerk Short Term/IVC	\$ 9.60	09/15/04-12/31/04
Martin, Mary	Adm. & Records Aide/SC	\$ 10.72	01/01/05-06/14/05
¹ Moshar, Sisi	Tutor/IVC	\$ 8.00	09/15/04-06/30/05
¹ Morris, Monica	Clerk Short Term/IVC	\$ 8.50	10/25/04-12/31/04

3. The following individuals are to be employed as **Short-Term (Temporary)** positions, on an if-and-as-needed basis, and shall work no more than 170 days in any fiscal year (continued).

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>	<u>Start/End Date</u>
Noor, Farid	Coaching Aide/IVC	\$ 15.00	01/10/05-06/30/05
^{1&2} Nuccitelli, Giulia	Specialist Aide/IVC	\$ 8.50	09/15/04-12/19/04
Ortiz, Eleanor	Project Specialist III/Dist.	\$ 15.25	11/01/04-12/31/04
¹ Salvati, Frances	Project Specialist III/Dist.	\$ 15.25	10/11/04-10/31/04
¹ Sihavong, Bruce	Student Escort/IVC	\$ 7.00	09/07/04-06/30/05
¹ Tilley, Nancy	Theatre Aide/IVC	\$ 8.50	09/27/04-05/19/05
¹ Wright, Valerie	Specialist Aide/IVC	\$ 11.50	10/13/04-10/19/04

²Authorization by International Students office to work through Fall 2004/Spring 2005

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 at \$7.25 per hour, for the 2003-2004 academic year.

<u>Name</u>	<u>Start/End Date</u>
¹ Chang, Seung	09/10/04-06/30/05
¹ Dumrongmanee, Nuntana	10/11/04-06/30/05

5. The following individuals are to be employed on a temporary basis, as **Professional Expert (Community and Contract Education)**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the 2003-2004 academic year.

<u>Name</u>	<u>Position</u>	<u>Not to Exceed</u>	<u>Start/End Date</u>
¹ Arundale, Scott	Comm. & Contract Ed/SC	\$2500.00 per course	10/26/04-06/14/05
¹ Coombs, Kirsten	Clinical Skills Spec/SC	\$25.00 per hour	09/01/04-06/30/05
¹ DeLamar, Kristen	Clinical Skills Spec/SC	\$25.00 per hour	09/01/04-06/30/05
¹ Forder-Millard, Gala	Clinical Skills Spec/SC	\$25.00 per hour	09/01/04-06/30/05
¹ Gerhard, Gwendolyn	Clinical Skills Spec/SC	\$25.00 per hour	09/01/04-06/30/05
¹ Jones, Charles	Recreation Leader/SC	\$10.00 per hour	09/15/04-06/30/05
¹ LaBaugh, Greg	Clinical Skills Spec/SC	\$25.00 per hour	09/01/04-06/30/05
¹ Lovejoy, Mariane	Clinical Skills Spec/SC	\$25.00 per hour	09/01/04-06/30/05
¹ McDermott, Charity	Interpreter II/IVC	\$16.00 per hour	10/01/04-06/30/05
¹ Paquin, Rene W.	Clinical Skills Spec/SC	\$15.00 per hour	10/02/04-12/31/04
¹ Seggie, Sean	Clinical Skills Spec/SC	\$15.00 per hour	09/15/04-12/31/04
¹ Suarez, Ana	Clinical Skills Spec/SC	\$25.00 per hour	09/01/04-06/30/05
¹ Tait, Miriam	Comm. & Contract Ed/SC	\$2500.00 per course	10/26/04-06/14/05
¹ Varker, Michael	Clinical Skills Spec/SC	\$15.00 per hour	10/12/04-12/31/04

¹Approved by the Chancellor or Ratification prior to Board Approval

B. VOLUNTEERS

The following individuals are to be approved as Volunteers for the 2004-2005 academic year.

School of Fine Arts, Humanities and Languages, Irvine Valley College
TILLEY, GERALD WYHERT, ERICA

B. VOLUNTEERS (Continued)

The following individuals are to be approved as Volunteers for the 2004-2005 academic year.

Office of Library Services, Learning Resources, Irvine Valley College
RICHARDS, JAMES J.

Fine Arts, Physical Education & Athletics, Saddleback College
TAMADA, DARRYL TOTH, IMRE

Office of Financial Aid/Student Services, Child Development Center, Saddleback College
MARTIN, SHERRY

Liberal Arts & Learning Resources, Learning Assistant Program, Saddleback College
BEZER, DANIEL

Math, Science and Engineering, Saddleback College
JORDAN, HEATHER

C. CHANGE OF STATUS

1. CLASSIFIED EMPLOYMENT

- A. DARLENE HILL, ID# 1465, Administrative Assistant II, Pos# 2696, Office of Physical Plant, Transportation, Saddleback College is given a lateral transfer, pursuant to Article 13.5 of the CSEA contract, to Administrative Assistant II, Pos# 2506, Social Behavioral Sciences, Saddleback College, effective November 3, 2004. This is a replacement for Deborah Chennault.
- B. DEBORAH CHENNAULT, ID# 10749, Administrative Assistant II, Pos# 2506, Social Behavioral Sciences, Saddleback College is given a lateral transfer to Administrative Assistant II, Pos# 2878, Admissions and Records, Irvine Valley College effective October 20, 2004. This is a replacement for Mary Anstadt.

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

- A. GARILYNN DICKSON, ID#5977, Senior Administrative Assistant/Temporary Assignment, Pos# 2937, Office of Instruction, Irvine Valley College, Range 126, Step 4, 40 hours per week, 12 months per year is given a lateral transfer to Senior Administrative Assistant, Pos# 2768, Office of Instruction, Irvine Valley College, Range 126, Step 4, 40 hours per week, 12 months per year effective November 1, 2004. This is a replacement for Joy Rosa.
- B. MARY HALL, ID#1576, Acting Financial Aid Director, Pos# 2940, Student Services, Saddleback College, Range CL 7, Step 4 is given a change of status to Interim Financial Aid Director, Pos# 2942, Student Services, Saddleback College, Range CL 7, Step 4 effective November 1, 2004 and continuing until the permanent Financial Aid Director position has been filled.

C. CHANGE OF STATUS (Continued)

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

- C. DONALD MINEO, ID# 2385, Senior Admissions and Records Specialist (Records Evaluator), Pos# 2873, Admissions and Records, Saddleback College, Range 125, Step 6, 40 hours per week, 12 months per year is given a change of status to Career Guidance Officer, Pos# 1681, Counseling Services and Special Programs, Saddleback College, Range 128, Step 6, 40 hours per week, 12 months per year effective November 15, 2004. This is a replacement for Mary Williams.

D. AUTHORIZATION TO ESTABLISH AND ANNOUNCE CLASSIFIED POSITION

1. FINANCIAL AID SPECIALIST, Student Financial Assistance Office, Saddleback College, seeks authorization to establish and announce a new full-time, categorical funded, 12 month classified position, Classified Range 125, within its staff complement. This categorical funded position depends on the availability of BFAP Augmentation funds, (New Job Description, Attachment 1).
2. TELECOMMUNICATIONS AND NETWORK SECURITY MANAGER, Information Technology, District, seeks authorization to establish and announce a new full time Classified Leadership position, Classified Leadership Salary Schedule CL7, within its staff complement. (New Job Description, Attachment 2).

E. LEAVE OF ABSENCE

1. R. ANN DONOVAN, ID#1208, Sr. Administrative Assistant, Business Services, District, pursuant to California Education Code #88190, is to be placed on a temporary leave of absence, and to be placed in position ID#3028, Executive Assistant to Deputy Chancellor as a substitute, effective September 27, 2004. This is a temporary, substitute assignment for Cheryl Clavel, who is on leave.

F. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

1. LORI CASSIDY, ID #11594, Library Assistant I, Liberal Arts & Learning Resources, Saddleback College, Pos #2998, resignation effective October 26, 2004. Payment is *authorized for any compensated time off* (Start date May 1, 2001)

G. AUTHORIZATION TO ESTABLISH A NEW POSITION TO THE NON-BARGAINING UNIT, TEMPORARY SHORT TERM HOURLY

1. Approval is requested to establish a new position, Human Resources Project Specialist, at \$16.00 per hour, for the Non-Bargaining Unit, Temporary, Short-Term, Hourly Schedule, effective November 17, 2004. (Revised Salary Schedule, Attachment 2).

H. AUTHORIZATION TO REVISE THE SALARY SCHEDULE FOR NON-BARGAINING UNIT PROFESSIONAL EXPERT

1. Approval is requested to revise the Non-Bargaining Unit Professional Expert Salary Schedule. This revision will increase the rate of pay by \$1.00 more per hour for all ranges in the Aquatic Aide and Senior Lifeguard positions, and add a new pay range to Aquatic Aide, effective January 1, 2005. (Revised Salary Schedule, Attachment 3).

**South Orange County Community College District
FINANCIAL AID SPECIALIST - ID# 232 – Range 125**

DEFINITION

To perform a variety of complex duties involved in providing financial aid assistance and recommending available alternatives for students; to process and verify student financial aid applications; and to develop and award student financial aid packages in accordance with prescribed policies, procedures, regulations and guidelines.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from higher level supervisory or management staff.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Recommend and assist in the implementation of goals and objectives; assist in the development of policies and procedures; participate in the training of staff; review and verify work products.

Participate in financial assistance programs; review legislation and regulations; consult on policies and procedures; collect, compile and evaluate data related to program area; prepare reports.

Assist students regarding Federal, State and institutional financial aid programs and regulations, including researching available options and sources; maintain knowledge of current financial aid procedures and regulations; attend workshops and conferences as required.

Obtain and review a variety of information to determine financial aid eligibility including the student's financial aid application and personal financial information; maintain individual file according to policies.

Analyze financial data and evaluate student and parent ability to pay for education; evaluate and verify financial aid applications to determine eligibility requirements including parent and student income and assets, household size, untaxed income, investments and business assets and debts; prepare well balanced aid package based upon determined need.

Disperse award notification, advise students on the terms, conditions, requirements and limitations of awards.

Advise students on financial aid determinations and allocations; assist and advise students on loan default and its consequences; explain the requirements of "satisfactory academic progress"; ensure student compliance with pertinent rules and regulations.

Page 2 - FINANCIAL AID SPECIALIST

Respond to student questions and recommend alternatives and/or revisions of aid; serve as a student's assistant in complex appeals and exceptions to policy grievances.

EXAMPLES OF DUTIES

Maintain detailed records of statistics related to assigned programs; monitor student compliance with program requirements.

Compile statistical data and assist in the tabulation of data for Federal, State and institutional reports.

Assist in the training of other staff members; review work in progress.

Conduct pre-loan interviews to determine the basis for authorizing emergency short-term loans; analyze financial aid problems and recommend action.

Attend and participate in workshops to remain current and up-to-date on program requirements.

Perform technical duties related to departmental computer systems; manage electronic data exchange process required for transmission of data; process student files.

Perform related duties as assigned.

WORK ENVIRONMENT AND PHYSICAL DEMANDS

The work environment and physical demands described here are representative of those required 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 functions.

WORK ENVIRONMENT

Standard office setting. At least minimal environmental controls to assure health and comfort.

PHYSICAL DEMANDS

Desk work; occasional field trips e.g. for inspection. Insignificant effort other than normal movement.

Page 3 - FINANCIAL AID SPECIALIST

QUALIFICATIONS

Knowledge of:

Federal, State, and local laws, policies, procedures, rules and regulations pertaining to student financial aids.

Basic techniques used in public relations.

Modern office procedures, methods and equipment.

Business letter writing and basic report preparation.

Principles and procedures of financial record keeping.

Basic statistical procedures and mathematical concepts.

English usage, spelling, grammar and punctuation.

Ability to:

Interpret and apply Federal, State and local policies, procedures, laws and regulations.

Learn, interpret and apply District procedures and policies pertaining to financial aid.

Respond to difficult inquiries and requests for information from students.

Identify students' needs and assist students in locating financial alternatives.

Operate a variety of office equipment including a calculator, computer terminal and typewriter.

Compile and analyze data and prepare related reports.

Communicate clearly and concisely, both orally and in writing.

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

Experience and Training Guidelines

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

Page 4 - FINANCIAL AID SPECIALIST

Experience:

Three years of responsible clerical and routine technical experience in a college financial aid office.

Training:

Equivalent to an Associate of Arts degree with course work in finance, accounting, business administration or a related field.

Effective: 07-01-88 (Andersen)

ATTACHMENT 2

**South Orange County Community College District
TELECOMMUNICATIONS AND NETWORK SECURITY MANAGER (CL7)**

DEFINITION

To serve as the primary technical manager of the District's IP telephony system and network security auditor ensuring effective planning, design, evaluation, modification, maintenance, implementation and deployment of network security and IP telephony infrastructure; and to perform a variety of high-level and hands-on technical work with wide area data networks WAN and local area networks LAN, including the development, engineering, operations, and coordination of IT security measures and IP telephony processes.

DISTINGUISHING CHARACTERISTICS

The incumbent assigned to this class serves as the administrator and technical resource for the security of networked systems and the operation of IP telephony systems providing support for the District and both colleges.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction and supervision from the Director of Information Technology

Provides coordination, training, work direction, and assistance to college and District IT departments and staff in the administration and operation of the District's telecommunications systems

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Collaborate in the design, installation, customization, optimization, evaluation and monitoring of telecommunications hardware and software

Analyze network security and IP telephony services including existing security policy.

Assist in the implementation of a new network infrastructure including moves, adds, and changes (MAC) processes, maintain and monitor security; add new domains to the network using appropriate conventions.

Contribute to the implementation of new network systems; analyze requirements and coordinate problem solutions; develop plans and designs; prepare detailed technical operational specifications for the development and implementation of telecommunications and IP telephone system enhancements.

Audit and enhance existing network security policy, processes, and practices.

Page 2 - TELECOMMUNICATIONS AND NETWORK SECURITY MANAGER (CL7)

Conduct technical field surveys to determine network site locations; develop detailed system design criteria, and evaluate equipment to determine compliance with specifications.

Analyze technical problems in the operation of the telecommunications system and security processes; initiate appropriate corrective action.

Assist District and college IT departments in the development and coordination of the telecommunication system and IP telephony with short and long range network plans.

Develop cost estimates; research and recommend alternatives regarding operational requirements and budgetary constraints; maintain current knowledge of new technologies for application to District and college systems.

Recommend telecommunication communications standards and cost effective methods of telecommunication data transmission; continually review current methods of data transmission; evaluate the use of new transmission technologies.

Coordinate and conduct engineering studies as needed; prepare technical reports; compile data evaluating and justifying requests for equipment and material to be included in the budget.

Interact and direct vendor service technicians and consultants in the installation and maintenance of telecommunication systems and IP telephony.

Create, track, and maintain documentation of District-wide telecommunication network facilities, including cabling, conduit and equipment; monitor conditions of cabling and IDFs; coordinate changes when necessary.

Develop and communicate training plans associated with new telephone system and security practices.

Provide 911/E-911 switching architectural support.

Provide operator and attendant support including voice and data network support to help desk staff.

Maintain campus and District telephone directories.

Perform related duties as assigned.

QUALIFICATIONS

Page 3 - TELECOMMUNICATIONS AND NETWORK SECURITY MANAGER (CL7)

Knowledge of:

Theories and principles of design, development, implementation, integration, operation, maintenance and management of complex computer networks (LAN and WAN) and associated hardware, firmware, software, and data communications interfaces of both voice and video telecommunications systems and all associated ancillary equipment.

Characteristics, capabilities, and uses of telecommunications network systems and security, and IP telephony processes, including data communication lines and equipment, data-access arrangement equipment, input and output devices, communication processors, line concentrators, telecommunications software, switching networks, multiplexers, terminals, modems and voice and video systems.

Computer networks.

Communication network architectures, programmable protocol analyzers, and telecommunications hardware.

Network telephony security processes and access control.

Components, capabilities, uses of servers and other computer equipment.

Operation and application of wide variety of network software.

Troubleshooting methods and equipment use in the detection of malfunctions and the maintenance of optimum operating efficiency of the telecommunications network system and telephony security processes.

Methods of training personnel on the new telecommunications systems and telephony security processes.

Ability to:

Plan, manage, organize and coordinate a variety of telecommunications personnel in order to ensure timely and effective communications services and security systems.

Act as team leader on telecommunications, security systems and IP telephony project making assignments, reviewing work and maintaining quality control.

Train other staff in principles of telecommunication systems and network security and IP telephony infrastructure; network engineering and operating principles of college and district equipment.

Page 4 - TELECOMMUNICATIONS AND NETWORK SECURITY MANAGER (CL7)

Ability to: (Continued)

Recommend modifications, reconfigurations and upgrades to meet ever-changing mission requirements.

Create and write security guidelines and IP telephony procedures.

Work independently with minimum of direct supervision.

Establish and maintain cooperative and effective working relationships with others.

Communicate clearly and concisely, both orally and in writing, on technical subjects with those familiar and unfamiliar with technical matters.

Analyze technical problems accurately and recommend or take an effective course of action.

Experience and Training Guidelines

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

Experience:

At least five years of increasingly responsible Information Technology work experience in telecommunications and network service operations as a network technician and/or telecommunications analyst, including two years of supervisory experience in leading IT technical work groups in a project task force or support environment, a minimum of three years of routing and switching experience in voice and data, two years of voice telecommunications experience and a minimum of three years work experience with network security concepts and practices. At least one year of experience involving IP telephony is preferred.

Training:

A Bachelor's degree from a recognized college or university in computer science, information systems, computer engineering or related field or current certification in data communications or network technology. Substantial directly-related work experience may substitute for formal education.

WORK ENVIRONMENT AND PHYSICAL DEMANDS

The work environment and physical demands described here are representative of those required 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 functions.

Page 5 - TELECOMMUNICATIONS AND NETWORK SECURITY MANAGER (CL7)

Work Environment

Moderate exposure to dust, grease, noise, inclement weather, temperature extremes, and unpleasant but not hazardous odors. Occasional exposure to risks controlled by safety precautions. Frequency and severity are limited.

Physical Demands

Ability to maintain sustained posture or intense attentiveness for prolonged periods; lift and carry objects weighing less than 30 pounds; walk, push and pull on a regular basis; see to read all printed materials including fine print, computer screen and electronic displays; hear and understand voices to conduct face-to-face and telephone conversations; speak in an understandable voice with sufficient volume to be heard within a normal conversational distance, on the telephone, and when addressing groups; transport self to places necessary to perform job, including enclosed areas of building and on even and uneven surfaces.

Effective: 10/12/04 (Grodt)

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
NON-BARGAINING UNIT SALARY SCHEDULES
2004-2005 (Revised)**

**NON-BARGAINING UNIT, TEMPORARY, SHORT TERM HOURLY SALARY
SCHEDULE***

*Non-Bargaining Unit, Temporary, Short Term, Hourly employees do not exceed (in any combination of assignments) a maximum of 170 days in any fiscal year. Any number of hours per day constitutes a day worked.

<u>Job Title</u>			<u>Hourly Rate</u>
Admissions and Records Aide			\$10.72
Child Care Aide.....			8.50
Clerk -- Short Term			
	<u>Length of Service</u>		
	Range 001	(0-2 Semesters)...	8.50
	Range 002	(3-4 Semesters)...	8.90
	Range 003	(5-6 Semesters)...	9.25
	Range 004	(7-8 Semesters)...	9.60
	Range 005	(9-10 Semesters)...	10.00
Coaching Aide.....			15.00
Counseling Intern			8.00
Events Aide			12.00
Fitness Leader			
	<u>Length of Service</u>		
	Range 001	(0-2 Semesters)...	9.50
	Range 002	(3-4 Semesters)...	10.50
	Range 003	(5-6 Semesters)...	11.50
	Range 004	(7-8 Semesters)...	12.50
Hardware/Software Aide.....			10.00
Operations Worker			7.00
Peer Advisor	Range 001	7.25
	Range 002	8.00
Project Clerk.....			7.25
Project Specialist I	Range 001	Intermediate Level	12.75
Project Specialist II	Range 001	Skilled Level.....	14.00
Project Specialist III	Range 001	Advanced Level..	15.25
HR Project Specialist	Range 001	16.00

<u>Job Title</u>		<u>Hourly Rate</u>	
Registration Cashier	Range 001	8.50
	Range 002	10.50
<u>Level of Service</u>			
Secretary/Receptionist	Range 001	Entry-Level.....	12.50
	Range 002	Intermediate Level	13.50
	Range 003	Skilled-Level	14.00
<u>Level of Service</u>			
Short Term Campus Security Officer	Range 001	Entry-Level.....	11.86
	Range 002	Intermediate Level	13.07
	Range 003	Skilled Level.....	15.13
Specialist Aide			
(Based on Skill Level) – Placement on following requires approval by			
Director, HR			
<u>Level of Service</u>			
	Range 001	8.50
	Range 002	9.50
	Range 003	Intermediate Level	10.50
	Range 004	Skilled-Level	11.50
	Range 005	Senior-Level	12.50
Student Affairs Aide	Range 001	8.00
	Range 002	8.50
Student Escort		7.00
Theatre Aide.....			8.50
Traffic Control Aide.....			7.00
Tutor	Range 001	7.25
	Range 002	8.00
Van Driver I			7.00
Van Driver II			8.00
Van Driver III.....			9.00
Van Driver/Special Services			10.00
STUDENT HELP:			
Student Driver	Range 001	7.25
Student Help	Range 001	7.25
Work Study	Range 001	7.25
Student Help/St. Driver	Range 001	7.25

NON-BARGAINING UNIT PROFESSIONAL EXPERT SALARY SCHEDULE*
2004-2005 (Revised)

*Non-Bargaining Unit Professional Experts are employed on a temporary basis for a specific project, regardless of length of employment and are not considered part of the classified bargaining unit, as outlined in California Education Code 88003.

<u>Job Title</u>	<u>Hourly Rate</u>
Prof. Expert Community Education Community Education Service Agreement	
Clinical Skills Specialist	
Range 001 Entry	15.00
Range 002 Intermediate	20.00
Range 003 Skilled	25.00
Range 004 Senior	30.00
Interpreter I (Entry)	\$13.00
Interpreter II (Intermediate)	\$16.00
Interpreter III (Skilled)	\$19.00
Interpreter IV (Senior)	\$25.00
Model, Professional	\$15.50
Aquatic Aide	
Range 001 (0-1 Season)	\$ 8.00
Range 002 (2 Seasons)	\$ 8.50
Range 003 (3 Seasons)	\$ 9.00
Range 004 (4+ Seasons)	\$10.00
Lifeguard	
Range 001 (0-1 Season)	\$ 8.00
Range 002 (2 Seasons)	\$ 8.50
Range 003 (3 Seasons)	\$ 9.00
Range 004 (4+ Seasons)	\$ 9.50
Lifeguard, Senior	
Range 001 (0-1 Season)	\$10.50
Range 002 (2 Seasons)	\$11.00
Range 003 (3 Seasons)	\$11.50
Range 004 (4 Seasons)	\$12.00
Range 005 (5 Seasons)	\$12.50
Range 006 (6 Seasons)	\$13.00
Range 007 (7 Seasons)	\$13.50
Range 008 (8 Seasons)	\$14.00
Range 009 (9 Seasons)	\$14.50
Range 010 (10+ Seasons)	\$15.00

<u>Job Title</u>		<u>Hourly Rate</u>
Recreation Aide		
	Range 001 (0-1 Season)	\$ 7.00
	Range 002 (2 Seasons)	\$ 7.50
	Range 003 (3 Seasons)	\$ 8.00
	Range 004 (4 Seasons)	\$ 8.50
	Range 005 (5 Seasons)	\$ 9.00
	Range 006 (6 Seasons)	\$ 9.50
	Range 007 (7+ Seasons)	\$10.00
Recreation Leader		
	Range 001 (0-1 Season)	\$10.00
	Range 002 (2 Seasons)	\$11.00
	Range 003 (3 Seasons)	\$12.00
	Range 004 (4 Seasons)	\$13.00
	Range 005 (5 Seasons)	\$14.00
	Range 006 (6 Seasons)	\$15.00
	Range 007 (7+ Seasons)	\$20.00

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	36
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	SADDLEBACK COLLEGE: PURCHASE AND INSTALLATION OF 250 DESKTOP COMPUTERS		
REASON FOR BOARD CONSIDERATION:	APPROVAL		

BACKGROUND

At the August 2004 meeting, the Board of Trustees approved funding from Basic Aid for technology projects at both of the Colleges and the District. One of the Saddleback College projects is the scheduled replacement of computers in labs, and reallocation of the old computers to other areas on campus.

STATUS

Saddleback College staff has determined that there is a need for two hundred fifty (250) desktop computers. They would like to purchase the computers from Dell Marketing of Round Rock, Texas. The District is eligible to purchase the computers from Dell Marketing by piggybacking on the Western States Contracting Alliance Master Price Agreement No. 92-00151, which has been evaluated and approved by Orange County Legal Council. The purchase price for the two hundred fifty (250) computers and installation is Three Hundred Ninety-two Thousand Four Hundred Seventy-nine and 44/100 Dollars (\$392,479.44) including tax, EXHIBIT A. Funds are available from Basic Aid.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees declare to be in the best interest of the District to purchase the computers by piggybacking on the Western States Contracting Alliance Master Price Agreement No. 92-00151, and approve issuing a purchase order for Three Hundred Ninety-two Thousand Four Hundred Seventy-nine and 44/100 Dollars (\$392,479.44) including tax, with Dell Marketing of Round Rock, Texas, for two hundred fifty (250) computers.

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote:

DELLCOMPUTERS
NOVEMBER 16, 2004**QUOTATION**

QUOTE #: 182016291

Customer #: 180440

Contract #: 40100

Customer Agreement #: 960/OP/137/100

Quote Date: 10/27/04

Date: 10/27/04 4:30:25 PM

Customer Name: SOUTH ORANGE COUNTY COMM
COLLG

TOTAL QUOTE AMOUNT:	\$403,245.33		
Product Subtotal:	\$379,525.00		
Tax:	\$23,720.33		
Shipping & Handling:	\$0.00		
Shipping Method:	Ground	Total Number of System Groups:	1

GROUP: 1	QUANTITY: 250	SYSTEM PRICE: \$1,518.10	GROUP TOTAL: \$379,525.00
Base Unit:	OptiPlex GX280, Small Minitower Pentium 4 540 / 3.20GHz, 1M, Int Broadcom Gigabit NIC, 800FSB (221-5295)		
Memory:	1.0GB, Non-ECC, 400MHz DDR2 2x512, OptiPlex GX280 or SX280 (311-3681)		
Keyboard:	Dell USB Keyboard, No Hot Keys OptiPlex (310-5247)		
Monitor:	Dell UltraSharp 1703FP Flat Panel with Height Adjustable Stand, 17.0 Inch VIS, OptiPlex and Latitude (320-0664)		
Video Card:	Digital Video Adapter Card Full Height, Dell OptiPlex GX280 Small Minitower (320-3885)		
Hard Drive:	80GB SATA, 7200 RPM Hard Drive with Data Burst Cache, OptiPlex GX280 and SX280 (341-0905)		
Floppy Disk Drive:	3.5 Inch, 1.44MB, Floppy Drive Dell OptiPlex GX270 and GX280 Small Desktop or Minitower (340-8733)		
Operating System:	Windows XP Professional Service Pack 1, NTFS, with Media Dell OptiPlex, English, Factory Install (420-2119)		
Mouse:	Dell USB 2-Button Optical Mouse with Scroll (310-4126)		
CD-ROM or DVD-ROM Drive:	8X DVD+RW/+R and 16X DVD with Sonic Record Now! Deluxe plus CyberLink Power2Go, OptiPlex GX280 Small Minitower (313-2515)		
Speakers:	Internal Chassis Speaker Option, Dell OptiPlex GX280 Small Desktop or Minitower (313-2496)		
Documentation Diskette:	OptiPlex Resource CD (313-7168)		
Factory Installed Software:	Energy Star Labeling for OptiPlex (if applicable) (310-4721)		
Software Disk Two:	OpenManage Client Instrumentation, Dell OptiPlex Factory Install (420-4296)		
Service:	Type 3 Contract - Next Business Day Parts and Labor On-Site Response, Initial Year (900-6630)		
Service:	Type 3 Contract - Next Business Day Parts and Labor On-Site Response, 3YR Extended (900-6203)		
Installation:	Standard On-Site Installation Declined (900-9987)		
Misc:	Hyper-Threading set to ON, can be disabled/enabled in BIOS, WinXP and 800FSB only, OptiPlex (462-0969)		
Misc:	Quick Reference Guide, Dell OptiPlex GX280, Factory Install (310-5406)		
	Custom Installation, Workstation (950-3777)		

SALES REP:	PETE OTERO	PHONE:	1800-274-7799
Email Address:	Pete_Otero@Dell.com	Phone Ext:	45526

For your convenience, your sales representative, quote number and customer number have been

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	37
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	SOCCCD: IBM STORAGE AREA NETWORK- AGILYSYS, INC.		
REASON FOR BOARD CONSIDERATION:	APPROVAL		

Background

At the August 2004 meeting, the Board approved funding for technology projects at both of the colleges and the District. One of the district projects was the acquisition of an IBM Storage Area Network (SAN) technology for district services in support of support district-wide IT operations.

Status

District Information Technology has worked with Agilysys, Inc. (IBM Solutions Provider) to develop a design and proposal for a 2-terabyte SAN and linear tape storage system for backup and archival of critical district information. This SAN will establish common data storage for multiple servers, and lay the foundation for remote mirroring and provide an important component of the district's disaster recovery and backup plan. Equipment will be purchased through an IBM distribution partner and CMAS contract vendor. Funds for this project are from the governing board technology allocation of basic aid funds approved at the July 26, 2004 Board Meeting.

Recommendation

The Chancellor recommends that the Board of Trustees declare, to be in the best interest of the district, to purchase IBM Storage Area Network (SAN) solution and installation services through CMAS Contract # 3-04-70-0374C and approve issuing a purchase order in the amount of \$183,851.00 to Agilysys, Inc. for said SAN.

Item Submitted By:	Gary Poertner, Deputy Chancellor
Item Reviewed By:	Dr. Raghu P. Mathur, Chancellor
Final Disposition:	Vote :

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO: BOARD OF TRUSTEES	ITEM: 38
FROM: CHANCELLOR	DATE: 11/16/04
SUBJECT: MISCELLANEOUS BOARD POLICIES — 4000 SERIES	
REASON FOR BOARD CONSIDERATION: ACCEPTANCE FOR REVIEW AND STUDY	

BACKGROUND

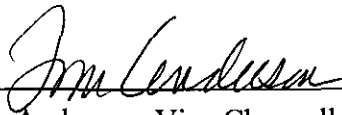
It is the policy of the South Orange County Community College District that the complete set of board policies and administrative regulations be periodically reviewed to ensure that they are satisfactory, meet the District's needs, and be in compliance with current laws and regulations. Because the District's board policies and administrative regulations have not been reviewed completely since 1991, with the exception of a technical review in 1999, a thorough review is now in order.

STATUS

Nine policies in the 4000 Series (Personnel Section) are being presented for review and study. The policies being recommended for adoption and/or revision are: BP-4005, 4077.1, 4080, 4082, 4083, 4090, 4101, 4113, and 4117. Only BP-4005, HIPAA/CMIA Privacy Policy, is a new policy, and the remaining eight policies are being amended. The language/ amendments to these policies were made by District administration and by legal counsel Warren Kinsler of Andelson, Loya, Ruud, and Romo. The policies were emailed to the District's Shared Governance units for their review and input on October 14, 2004.

RECOMMENDATIONS

The Chancellor recommends that the Board of Trustees accept for review and study the miscellaneous policies in the 4000 Series (Personnel Section) of the Board Policy Manual, as shown in Exhibits 1 through 9.



Item Submitted by: Dr. Thomas F. Anderson, Vice Chancellor, Educational Services

Item Reviewed by: Dr. Raghu P. Mathur, Chancellor

Final Disposition: _____ Vote _____

HIPAA/CMIA PRIVACY POLICY

A. Purpose

Medical information regarding an individual is protected by the Confidentiality of Medical Information Act (CMIA) and may be protected by the Health Insurance Portability Accountability Act (HIPAA). It is the intent of the District to protect the privacy of medical information in accordance with these laws.

This policy is intended to do the following:

1. Serve as a foundation for the District's privacy practices;
2. Describe what health or health-related information is considered private;
3. Outline in part individual rights regarding private medical information (PMI)1;
4. Designate the HIPAA Privacy Officer and Complaint Official; and
5. Require employee training in Protected Health Information (PHI). PHI is defined as "individually identifiable information, in electronic, paper or oral form, which is created or received by or on behalf of the District or its health care components."

Individual departments within the District shall also be responsible for developing additional policies and procedures as necessary to safeguard PMI. Such policies are subject to approval by the Privacy Officer and must be consistent with this policy. This Policy pertains to all District individuals who have access to, use, or disclose PMI. The District's Privacy Officer develops and implements policies and procedures with respect to HIPAA compliance and receives HIPAA non-compliance allegations.

B. Definitions

1. Authorization

Authorization means the execution of a written document required for the District to use or disclose PMI. Authorization must be obtained in advance of use or disclosure except for purposes of emergency treatment. The Authorization

attached hereto as Exhibit "A" to this Policy is the only form approved for use by District employees.

2. Business Associate

A Business Associate (BA) is a person or an entity not a member of the District's workforce who performs a function and/or activity for a Covered Entity involving the use, disclosure or creation of PHI. The function and/or activity performed does not have to be a covered function and/or activity, but must be a function and/or activity that the Covered Entity would have had to perform themselves. All entities that perform as a BA of the District will be required to enter into a BA Agreement with the District. A BA could be, for example, a copy service that has access to PHI, or a flexible spending account's third party administrator.

3. Covered Entity

A "Covered Entity" is a health plan, a health care clearinghouse, or a health care provider that transmits any health information in electronic form in connection with a HIPAA transaction as defined by HIPAA (45 C.F.R. § 160.103).

4. Covered Functions

Covered functions refers to those functions of a covered entity, the performance of which subjects the covered entity to the HIPAA requirements, i.e. use, disclosure, or creation of PHI.

5. Hybrid Entity

A hybrid entity is a single legal entity, portions of which are covered entities within the meaning of the HIPAA that perform covered functions. The District is such a hybrid entity (45 C.F.R. § 160.103). The District's operations which perform covered functions and, therefore, are designated as health care components, are: the District's SSHC which engages in standard electronic HIPAA transactions; the District's PPO, and the District's flexible spending account.

6. Limited Data Sets

PHI that excludes the direct identifiers of the individuals, relatives, employers, or household members of the individual, listed below in subsections (a) through (p), constitutes a limited data set. Limited data sets may be used or disclosed, without written authorization, where three criteria are met: (1) the use and/or disclosure is only for purposes of research, public health, or health care operations; (2) the covered entity obtains a data use agreement from the recipient whereby the recipient agrees to limit the use of the limited data set to the purpose allowed by the rules, to limit who can use or receive the data and not to re-identify the data or

contact the individuals; and (3) where the covered entity does not have knowledge that the remaining information can be used to identify an individual.

- a. Names;
- b. Postal address information, other than town or city, State, and zip code;
- c. Telephone numbers;
- d. Fax numbers;
- e. Electronic mail addresses;
- f. Social security numbers;
- g. Medical record numbers;
- h. Health plan beneficiary numbers;
- i. Account numbers;
- j. Certificate/license numbers;
- k. Vehicle identifiers and serial numbers, including license plate numbers;
- l. Device identifiers and serial numbers;
- m. Web Universal Resource Locators (URLs);
- n. Internet Protocol (IP) address numbers;
- o. Biometric identifiers, including finger and voice prints; and
- p. Full face photographic images and any comparable images.

7. Notice of Privacy Practices

The District shall issue a "District Notice of Privacy Practices" for its Covered Entities. The notice shall specify individual rights under HIPAA as well as the District's contact information and the method of filing a complaint.

8. Private Medical Information

For purposes of this policy, Private Medical Information (PMI) includes medical information covered by both HIPAA and the CMIA. PMI is any information that could specifically identify an individual's past, present, or future health condition.

For example, medical billing records and a doctor's note. As a precautionary measure, *all* medical information shall be treated by District employees as PMI unless it can be clearly demonstrated to the Privacy Officer that said information is outside the scope of HIPAA or the CMIA.

9. Security

Security in this policy is defined as all measures taken by the District and its agents, contractors, officers and employees to insure that PMI is protected in a manner which complies with the HIPAA and the CMIA. Security measures include, but are not limited to, policies, procedures, practices, directives, manuals, training, and methods as they relate to compliance with HIPAA and the CMIA. Security measures may also include mechanical and technological protections such as locks, secure access rooms and containers, computer hardware and software with security levels and protocols, secure communication devices and settings, and any other method, device or practice that limits improper access to PHI.

C. Policy

1. Allowable Uses/Disclosures of PHI

PMI shall only be used and/or disclosed on a need-to-know basis or where authorization has been received. In general, PMI may not be used or disclosed by the District without an authorization except in the following circumstances:

- a. When the information is provided to the individual whose PMI it is;
- b. When the information is required by the United States Secretary of Health and Human Services to investigate compliance with the HIPAA;
- c. When the information is requested pursuant to a valid subpoena;
- d. When the information is part of a limited data set as defined above;
- e. When the information is provided to a business associate (safeguarded by a business associate agreement);
- f. When the information is provided to another government agency that is administering a public benefit health plan;
- g. When the individual, whose PMI is being disclosed, has been given an opportunity to contest the disclosure of PMI in advance;
- h. When the information is used for public health activities authorized by law;

- i. When disclosure of the information is necessary to report child abuse or neglect as authorized by law;
- j. When the information is provided to a person who may have been exposed to a communicable disease;
- k. When the information is disclosed to a government authority, which is authorized by law to receive reports of abuse, neglect, or domestic violence, because there is reasonable belief that the individual is a victim of abuse, neglect, and/or domestic violence;
- l. When the information is used for law enforcement purposes;
- m. When the District believes that disclosure of the information is necessary to avert a serious threat to health or safety;
- n. When the information is used for government programs providing public benefits;
- o. When the information is required for worker's compensation purposes;
- p. When the information is used or disclosed to a business associate or to an institutionally related foundation for the purpose of raising funds for its own benefit. PHI released can only be in the form of demographic information relating to an individual and dates of health care provided to an individual used for fundraising;
- q. When the information is disclosed for underwriting and related purposes.

2. Internal Audit

In order to ensure appropriate use and disclosure PMI, each department shall audit itself on a semi-annual basis. Each Department shall identify PMI in its possession, then determine whether there are potential HIPAA and CMIA violations and develop a plan for correction. Upon completion of the audit, the information shall be delivered to the District Privacy Officer. The Privacy Officer shall work with each department head to create a Remediation Plan, if necessary.

3. Individual Rights

An individual has the following rights as to his or her PHI protected under HIPAA. Individuals covered by HIPAA have the following rights:

- a. The right to request restrictions on certain uses and disclosures of protected health information as provided by 45 C.F.R. § 164.522(a);

- b. The right to receive his or her PHI confidentially as provided by 45 C.F.R. § 164.522(b), as applicable;
- c. The right to inspect and copy his or her PHI held in the covered entity's designated record set as provided by 45 C.F.R. § 164.524;
- d. The right to request amendments to his or her PHI held in the covered entity's designated record set as provided by 45 C.F.R. § 164.526; and
- e. The right to receive an accounting of disclosures of protected health information as provided by 45 C.F.R. § 164.528.

For individually identifiable medical information protected by the CMIA, but not HIPAA, an employee shall have the right to review and copy his or her medical information.

4. District Privacy Official and Contact Person

The District Privacy Official is Tom Anderson. The Privacy Official is responsible for resolving complaints under HIPAA and/or the CMIA. This official shall be identified as the person to receive complaints of alleged HIPAA and/or CMIA violations. Specific duties include, but are not limited to:

- a. Pursuant to HIPAA, develop privacy policies and procedures and the Notice of Privacy Practice;
- b. Develop training documents for the workforce on policies and procedures regarding PHI;
- c. Set up a complaint process and sanctions;
- d. Track all PHI;
- e. Ensure policies are implemented for determining when an individual can inspect, copy, amend, or request restrictions on their PHI disclosures;
- f. Receiving complaints from individuals concerning violations of HIPAA and/or CMIA and requirements;
- g. Logging all complaints received and tracking the disposition of the complaints;
- h. Reviewing complaints for allowable uses and disclosures and disposing of complaints that identify allowable uses and disclosures;

- i. Reviewing complaints for non-HIPAA and/or non-CMIA related issues and referring the individuals to the appropriate organization, if any;
- j. Identifying and investigating all HIPAA and/or CMIA-related complaints including allegations of: inappropriate use or disclosure of PMI; inappropriate disposal of PMI; denial of access to PMI; denial of amendments to PMI;
- k. Coordinating and collaborating with members of the workforce to investigate and develop actions to resolve the complaints;
- l. Resolving complaints, seeking approval of the resolution (from the complainants) and overseeing implementation of the resolution; Resolutions can include changes in business practices or information technology changes; personnel actions; contract changes or terminations, etc.;
- m. Serving as the District's liaison with the federal and/or state government with respect to any inquiries into HIPAA and/or CMIA privacy violation complaints.

The District's Contact Person for complaints concerning HIPAA and/or the CMIA, as well as questions regarding the Notice of Privacy Practices is the Vice Chancellor of Educational Services.

5. Sanctions and Penalties

Employees may be subject to discipline, up to and including termination for violations of this policy, which includes the inappropriate use or disclosure of PMI.

In addition, federal authorities may sanction employees and the District for violations of the HIPAA privacy rule as follows:

- a. Civil penalties of not more than \$100 per incident. Not more than \$25,000 per person, per calendar year, per standard;
- b. Criminal penalties for violations of the Privacy Rule:
 - 1) A person who knowingly and in violations of the privacy rule either (a) obtains individually identifiable health information relating to an individual; or (b) discloses individually identifiable information to another person may have a criminal penalty assessed against them. Any violator may be fined up to \$50,000 or imprisoned for up to one (1) year, or both;

- 2) Where a known violation is committed under false pretenses, the person may be fined up to \$100,000 or imprisoned for up to five (5) years, or both;
- 3) Where a known violation is committed with the intent to sell, transfer, or use individually identifiable health information for commercial advantage, personal gain, or malicious harm, a person can be fined up to \$250,000, and/or incarcerated for not more than ten (10) years.

Any violation of CMIA that results in economic loss or personal injury to a patient is punishable as a misdemeanor. Any person and/or entity that negligently, knowingly, or willfully discloses medical information, in violation of CMIA, may be assessed fines or civil penalties.

6. Training

The District shall train employees so that they understand their obligations under this policy. The training requirement may be satisfied by providing new employees with a copy of this privacy policy and documenting that new members have reviewed the policies. From time to time, the District may provide training through live instruction, video presentations, or interactive software programs.

7. Audit and Compliance

Each department is responsible for compliance with this policy. The Privacy Officer may, in his or her discretion, audit and examine the procedures and practices of any department to ascertain compliance with the requirements of this policy.

DRAFT

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

EXHIBIT 2

4077.1

PERSONNEL

CHANGE OF ASSIGNMENT

The appropriate ~~administrators, managers and/or supervisors~~ are authorized to change the assignment of an employee for up to one (1) day without initiating a change of salary.

Requests for a change of an employee's assignment in excess of one (1) day will be directed to the ~~Executive Vice Chancellor of Administrative and Business Services. The Executive Vice Chancellor of Administrative and Business Services~~ will submit a recommendation to the Chancellor concerning any proposed change in an employee's assignment.

When a classified ~~leadership~~ employee is temporarily assigned to a higher classification for more than five (5) work days within a 15 calendar day period, the employee's salary will be adjusted upward for the entire period of work in the higher classification at a rate that reasonably reflects the duties to be performed outside of the employee's regular classification.

The appropriate managers are authorized to change the assignment of an employee for up to one (1) day without initiating a change of salary.

Requests for a change of an employee's assignment in excess of one (1) day will be directed to the Chancellor's designee, who will submit a recommendation to the Chancellor concerning any proposed change in an employee's assignment.

When a classified management employee is temporarily assigned to a higher classification for more than five (5) work days within a 15 calendar day period, the employee's salary will be adjusted upward for the entire period of work in the higher classification at a rate that reasonably reflects the duties to be performed outside of the employee's regular classification.

Adopted: 8-24-82
Revised: 4-10-89
Revised: 4-26-99

**PERSONAL NECESSITY LEAVE
FOR ADMINISTRATORS
AND CLASSIFIED LEADERSHIP
PERSONNEL**

Accumulated sick leave may be used by an employee in cases of personal necessity; however, a personal necessity leave can not exceed six (6) days in any single fiscal year. Events or conditions considered as personal necessity shall include the following reasons:

1. Death of a member of the immediate family. The immediate family includes the mother, father, grandmother, grandfather, or grandchild of the employee or of the spouse of the employee, and the spouse, son, son-in-law, daughter, daughter-in-law, brother, brother-in-law, sister, sister-in-law, or a former spouse of the employee, or any relative living in the immediate household of the employee (Calif. Ed. Code, Sections 87788, 88194). This leave would be in addition to normal bereavement leave.
2. An accident involving a person or property, or the person or property of a member of the immediate family (Calif. Ed. Code, Sections 87788, 88194; paragraph 1 of this policy). The accident shall be of such an emergency nature that the immediate presence of the employee is required during the work day.

**PERSONAL NECESSITY LEAVE
FOR ADMINISTRATORS
AND CLASSIFIED
MANAGEMENT PERSONNEL**

Same

1. Death of a member of the immediate family. The immediate family includes the mother, father, grandmother, grandfather, or grandchild of the employee or of the spouse of the employee, and the spouse, son, son-in-law, daughter, daughter-in-law, brother, brother-in-law, sister, sister-in-law, or a former spouse of the employee, or any relative living in the immediate household of the employee. This leave would be in addition to normal bereavement leave.
2. An accident involving a person or property, or the person or property of a member of the immediate family. The accident shall be of such an emergency nature that the immediate presence of the employee is required during the work day.

PERSONAL NECESSITY LEAVE FOR ADMINISTRATORS
AND CLASSIFIED MANAGEMENT PERSONNEL

BP-4080

3. Appearance in court as a litigant or
as a witness under an official order.

3. Same

4. Serious or critical illness of a
member of the immediate family
(Calif. Ed. Code, Sections 87788,
88194; paragraph 1 of this policy).
The illness should be such that it
requires the services of a
physician, and of such an
emergency nature that the
immediate presence of the
employee is required during the
work day.

4. Serious or critical illness of a
member of the immediate family
The illness should be such that it
requires the services of a physician,
and of such an emergency nature
that the immediate presence of the
employee is required during the
work day.

5. Compelling personal importance
(Calif. Ed. Code, Section 87781.5).
Additional proof may be required
to substantiate a personal necessity
leave claimed under this reason.

5. Compelling personal importance
Additional proof may be required to
substantiate a personal necessity
leave claimed under this reason.

The employee shall request approval of
such a leave on the appropriate form. If
the employee wished such leave charged
against accumulated sick leave, it must
be requested in writing by completing
the appropriate box on the Absence
Verification Form.

Same

Additional proof may be required to
substantiate any employee's claim for a
leave of personal necessity.

Same

Pursuant to Labor Code, Section 233, an
employee may use the amount of sick
leave he or she earns in six months to
care for a parent, spouse, registered
domestic partner, or child with an
illness. All conditions and restrictions
placed by the District upon the use by an
employee of sick leave also shall apply
to the use by an employee of sick leave

PERSONAL NECESSITY LEAVE FOR ADMINISTRATORS
AND CLASSIFIED MANAGEMENT PERSONNEL

BP-4080

for purposes of this paragraph. The
number of sick leave days available for
purposes of this paragraph are in
addition to the days which may be used
for purposes of personal necessity leave.

DRAFT

- References: 1) California Education Code, Sections 87781.5, 87784, 88194, and 88207
2) Labor Code, Section 233

Adopted: 6-04-69
Revised: 2-22-72
Revised: 1-10-77
Revised: 4-10-89
Revised: 4-26-99

DRAFT BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

EXHIBIT 4

4082

PERSONNEL

HEALTH AND MEDICAL BENEFITS FOR ADMINISTRATORS AND CLASSIFIED LEADERSHIP EMPLOYEES WHILE ON LEAVE

Administrators and classified leadership employees of the South Orange County Community College District shall receive medical, dental, vision, and life insurance benefits while on leave of absence in accordance with the following conditions:

1. Employees shall continue to receive insurance benefits while on paid leave of absence.
2. An employee on unpaid leave of absence due to illness shall continue to receive insurance benefits, provided by the District, for one year following the date the employee attained unpaid leave status.
3. Employees on unpaid leave longer than one year may continue to receive District insurance benefits beyond the one year by paying the District's costs to provide these insurance benefits.

HEALTH AND MEDICAL BENEFITS FOR ADMINISTRATORS AND CLASSIFIED MANAGEMENT PERSONNEL WHILE ON LEAVE

Administrators and classified management personnel of the South Orange County Community College District shall receive medical, dental, vision, and life insurance benefits while on leave of absence in accordance with the following conditions:

1. Same
2. Same
3. Same
4. The benefits provided by this policy shall run concurrently with rights under the federal Family and Medical Leave Act of 1993 (FMLA) and the California Family Rights Act (CFRA).

Adopted: 6-21-93
Revised: 4-26-99

DRAFT BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

EXHIBIT 5

4083

PERSONNEL

VACATION LEAVE FOR ADMINISTRATORS AND CLASSIFIED LEADERSHIP PERSONNEL

Administrators shall accumulate vacation days at the rate of two (2) vacation days for each month of service during any fiscal year not to exceed twenty-four (24) days per fiscal year. ~~In the case of retirement, termination or reassignment, the employee is entitled to request payment for earned but unused vacation days prorated over the number of months worked.~~

~~The Chancellor may approve a request for vacation days during the same fiscal year in which the vacation is earned, but the number of days cannot exceed the actual number of days earned in that fiscal year.~~

~~When circumstances preclude the taking of all earned vacation within the period allowed, a maximum of one-half (1/2) of the annual vacation allowance may be carried over to the following year. Under no condition shall this accumulation exceed a total of thirty-six (36) days as of June 30 of any fiscal year unless approved by the Board of Trustees.~~

Adopted: 2-13-69
Revised: 6-14-71
Revised: 5-27-75
Revised: 12-10-79
Revised: 4-30-87
Revised: 4-10-89
Revised: 5-11-92
Revised: 4-26-99

VACATION LEAVE FOR ADMINISTRATORS AND CLASSIFIED MANAGEMENT PERSONNEL

Administrators and classified management personnel shall accumulate vacation days at the rate of two (2) vacation days for each month of service during any fiscal year not to exceed twenty-four (24) days per fiscal year. Employees may accrue vacation time up to a maximum of one and one half (1.5) times their annual vacation allowance, at which time accrual shall cease.

At the time of retirement, termination, or reassignment, accrued but unused vacation leave for administrators shall be paid at their daily rate and classified management personnel at their hourly rate, in effect at the time of their retirement, termination, or reassignment.

Same

DRAFT

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

EXHIBIT 6

4090

PERSONNEL

EVALUATION OF ADMINISTRATORS AND CLASSIFIED LEADERSHIP

Probationary Period

Individuals selected to fill classified management positions will serve a prescribed period of probation which shall not exceed one (1) year. For administrative positions, the probationary period shall not exceed two (2) years.

Evaluation Procedures

Administrators shall be evaluated semi-annually during the first two years of administrative assignment, annually during the third and fourth years of administrative assignment, and biennially thereafter. By June 20 and December 20, all performance evaluations of administrators shall be completed. For administrators who have completed the initial two-year contract, evaluations required annually or biennially must be completed by December 20. Additional evaluations may be required at the request of the Chancellor, Vice Chancellor, President, or immediate supervisor.

New classified leadership employees are to be evaluated at least annually during their first year of employment and every other year thereafter. All evaluations are to be completed by December 20.

EVALUATION OF ADMINISTRATORS AND CLASSIFIED MANAGEMENT PERSONNEL

Probationary Period

Classified management positions will serve a prescribed period of probation which shall not exceed one (1) year. Academic administrators shall have individual contracts approved by the Board of Trustees.

Evaluation Timelines

Both administrators and classified management personnel shall be evaluated annually. All evaluations for the preceding academic year, provided that the assignment has been ongoing for at least six months, shall be completed by September 30th, or as otherwise provided in the administrator's contract.

4. Performance evaluations of administrative and classified ~~leadership employees~~ shall be completed by the immediate supervisor using established procedures and forms.

Performance evaluations of academic administrators and classified management personnel shall be completed by the immediate supervisor using established procedures and forms developed under the direction of the Chancellor.

Adopted: 9-10-79
Revised: 3-09-81
Revised: 4-10-89
Revised: 4-17-89
Revised: 5-11-92
Revised: 4-26-99

DRAFT BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

EXHIBIT 7

4101

PERSONNEL

SALARY SCHEDULES AND ANNUAL STEP INCREMENTS FOR ADMINISTRATORS AND CLASSIFIED LEADERSHIP PERSONNEL

Salary schedules shall be adopted by the Board of Trustees for administrators and classified ~~leadership~~ personnel and shall contain an annual pay increment for each step indicated for a particular position. Copies of these schedules ~~are to be on~~ file in the Office of Human Resources.

SALARY SCHEDULES AND ANNUAL STEP INCREMENTS FOR ADMINISTRATORS AND CLASSIFIED MANAGEMENT PERSONNEL

Salary schedules shall be adopted by the Board of Trustees for administrators and classified management personnel and shall contain an annual pay increment for each step indicated for a particular position. Copies of these schedules shall be on file in the Office of Human Resources.

Adopted: 6-09-69
Revised: 4-10-89
Revised: 4-26-99

BOARD POLICY

4113

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

PERSONNEL

PARENTAL LEAVE FOR
ADMINISTRATORS AND
CLASSIFIED LEADERSHIP
PERSONNEL

Administrators and classified leadership employees may request parental leave without pay for a period of up to six (6) months. Longer leaves or leave extensions may be granted by the board, depending upon the nature of the employee's position and responsibilities. This leave shall be for the exclusive purpose of child care or child rearing of a natural or adoptive child of the employee, and shall not be available for pregnancy related disabilities, or for gainful employment. The decision to grant a parental leave, and the length of the leave, if granted, shall be at the sole discretion of the Board of Trustees.

The employee shall, prior to submitting the written leave request, confer with the immediate supervisor concerning the proposed dates and length of leave in light of the responsibilities of the employee's position. A written request shall be filed by the employee with the Office of Human Resources specifying the beginning and ending dates requested and the length of leave requested. The written request will be

PARENTAL LEAVE FOR
ADMINISTRATORS AND
CLASSIFIED MANAGEMENT
PERSONNEL

Administrators and classified management personnel may request parental leave without pay for a period of up to six (6) months within one year of the birth or placement for adoption or foster care of a child. This leave shall run concurrently with any entitlement under the Family Medical Leave Act and the California Family Rights Act.

Longer leaves or leave extensions may be granted by the board, depending upon the nature of the employee's position and responsibilities. This leave shall be for the exclusive purpose of child care or child rearing of a natural or adoptive child of the employee, and shall not be available for pregnancy related disabilities, or for gainful employment. The decision to grant a parental leave in excess of statutory entitlement, and the length of the leave, if granted, shall be at the sole discretion of the Board of Trustees.

The employee shall, prior to submitting the written leave request for parental leave in excess of statutory entitlement, obtain the written approval of the immediate supervisor. In approving or denying the requested leave, the supervisor shall consider the proposed dates of the leave, and the length of the leave in light of the responsibilities of the employee's position. A written request approved by the supervisor shall

submitted no later than ten (10) working days prior to the requested commencement of the leave. Depending upon the individual circumstances of the employee's need for the parental leave, the Board of Trustees may shorten or waive the advance notice requirement.

be filed by the employee with the Office of Human Resources specifying the beginning and ending dates requested and the length of leave requested. The written request will be submitted no later than ten (10) working days prior to the requested commencement of the leave. Depending upon the individual circumstances of the employee's need for the parental leave, the Board of Trustees may shorten or waive the advance notice requirement.

Return rights of employees taking parental leave pursuant to state or federal family leave law shall be as set forth in those laws and Board Policy 4117.

For parental leaves of less than six months, the employee shall be entitled to return to the same classification, but not necessarily to the same position as the employee served in, immediately prior to the leave, unless the position or classification has been discontinued under the layoff provisions of the California Education Code. Employees who do not return at the end of the authorized leave are subject to disciplinary action which may include dismissal.

For parental leaves of less than six months but in excess of any statutory entitlement, the employee shall be entitled to return to the same classification, but not necessarily to the same position as the employee served in, immediately prior to the leave, unless the position or classification has been discontinued and the employee has been served notice under the layoff provisions of the California Education Code. Employees who do not return at the end of the authorized leave are subject to disciplinary action which may include dismissal.

Pregnancy related disabilities shall be treated as any other disability for purposes of sick leave.

Same

Adopted: 7-02-69
Revised: 9-26-69
Revised: 7-10-73
Revised: 4-24-89
Revised: 4-26-99

FAMILY CARE LEAVE

This policy is enacted by the Board of Trustees in order to establish a comprehensive family care leave policy for district employees. This policy takes its basis from the federal Family and Medical Leave Act of 1993 and the California Family Rights Act of 1991. Administrative regulations will be established to set the eligibility and procedural requirements regarding family care leave requests. Family care leave may be taken for the following reasons:

1. Birth of the employee's child.
2. Adoption or foster care placement of a child with the employee.
3. Serious health condition of a child, parent, or spouse of the employee.
4. Serious health condition of a parent or child of the employee's spouse.
5. Serious health condition of a permanent member of the employee's household.

**FAMILY MEDICAL LEAVE
FOR ADMINISTRATORS
AND CLASSIFIED
MANAGEMENT PERSONNEL**

In accordance with state and federal law, the Board of Trustees shall grant family care and medical leave to eligible employees, without discrimination. Employees who are granted such leave shall be employed in the same or a comparable position upon returning from family care or medical leave, subject to any exceptions or limitations provided by law.

Reasons for Leave

Eligible employees are entitled to 12 workweeks of leave in a 12-month period for a qualifying reason. Family care and medical leave may be used for the following reasons:

1. Because of the birth of the employee's child, and in order to care for the child within the first 12 months after birth.
2. Because of the placement of a child with the employee for foster care or in connection with the employee's adoption of the child within the first 12 months after foster placement or adoption.
3. To care for the employee's child, parent, or spouse with a serious health condition.

6. Serious health condition of the employee.

An employee requesting family care leave shall be subject to such conditions of eligibility and shall comply with all procedures, as defined in the District's administrative regulations. Any statutory changes in the law are to be considered incorporated into the board policy.

4. To care for the employee's registered domestic partner (California Family Rights Act leave only).
5. Because of the employee's own serious health condition that makes the employee unable to perform the functions of his or her position.

Eligibility

Employees are eligible for family care and medical leave if they meet all of the following conditions:

1. Have been employed by the District for at least 12 months prior to taking the leave;
2. Have actually worked a minimum of 1,250 hours in the 12 months prior to taking the leave (only full-time instructors who work the entire academic year are presumed to have worked 1,250 hours); and
3. Have not taken 12 workweeks of family care and medical leave in the 12 months prior to taking the leave.

Definitions

For purpose of this Board Policy:

"Child" means a biological, adopted or foster son or daughter, a stepson or stepdaughter, a legal ward or a child of a person standing in loco parentis as long as the child is under 18 years of age or an adult dependent child.

"Health plan" includes medical, dental, and vision insurance offered by the

District, but excludes life and disability insurance.

“Parent” means a biological, foster or adoptive parent, a stepparent, a legal guardian, or other person who stood *in loco parentis* to an employee when the employee was a child.

“Serious health condition” means an illness, injury, impairment or physical or mental condition that involves either: Inpatient care in a hospital, hospice or residential health care facility; or continuing treatment or continuing supervision by a health care provider. With respect to state law, an employee’s disability due to pregnancy, childbirth, or related medical condition is not included as a “serious health condition.”

“Spouse” means a husband or wife. Effective January 1, 2005, for leave under the California Family Rights Act only, spouse shall include domestic partners registered under California law.

“Twelve workweeks” means the equivalent of 12 of the employee’s normally scheduled workweeks. For eligible employees who work more or less than five days a week, or who work on alternative work schedules, the number of working days that constitutes “twelve weeks” is calculated on a pro rata or proportional basis.

Duration of Leave

Family care and medical leave shall not exceed 12 workweeks during any 12-month period. The 12-month period for calculating leave entitlement shall commence on the date the employee’s

first family care or medical leave begins and counting backward from that date.

The 12 weeks of family care and medical leave to which an employee is entitled under state law shall run concurrently with the 12 weeks of family care and medical leave to which an employee is entitled under federal law, except for any leave taken under federal law for the employee's own disability on account of pregnancy, childbirth, or related medical conditions.

The right to take a family care and medical leave is separate and distinct from the right to take a pregnancy disability leave under state law for the employee's own pregnancy.

Leave taken for a birth, or placement for adoption or foster care, must be concluded within one year of the birth or placement.

Where family care and medical leave is taken for a serious health condition of the employee's parent, spouse, or child, leave may be taken intermittently or on a reduced-work schedule when medically necessary, as determined by the health care provider of the person with the serious health condition. If an employee needs intermittent leave or leave on a reduced-work schedule that is foreseeable based on planned medical treatment for the employee or family member, the District may require the employee to transfer temporarily to an available alternative position. This alternative position must have the equivalent rate of pay and

benefits, the employee must be qualified for the position, and the position must better accommodate recurring periods of leave than the employee's regular job. The position does not have to have equivalent duties. Transfer to an alternative position may include altering an existing job to accommodate better the employee's need for intermittent leave or a reduced-work schedule.

Where leave is taken to care for a new child within one year of birth or placement for adoption or foster care, the basic minimum duration of each leave period shall be two weeks. However, the employee may take leave of a shorter duration for this reason on two occasions.

Terms of Leave

The employee may elect, or the District may require, that the employee substitute accrued paid leave for family care and medical leave under the following conditions:

1. If the leave is for the employee's own serious health condition, except disability related to pregnancy, childbirth, or related medical conditions, the employee will be required to use all available sick leave, extended illness leave, vacation leave, and compensatory time off.
2. If the leave is for the employee's disability related to pregnancy, childbirth, or related medical condition, the employee will be required to use all available sick and extended illness leave, and the

employee may, but is not required to, use vacation and/or compensatory leave.

3. If the leave is to care for a family member with a serious health condition or a new child, the employee will be required to use all available vacation leave and compensatory time off. The employee may not use sick or extended illness leave for such reasons without the approval of the District.

Paid leave substituted during a family and medical leave shall run concurrently with the entitlement to unpaid family care and medical leave.

Maintenance of Benefits

During the period of family care or medical leave, the employee shall continue to be entitled to participate in the District's health plan and the District shall continue to pay health care premiums under such plan on the same terms as if the employee had continued to work during the period of the leave. Any premium payments required to be made by the employee must be paid to the District's payroll office by the first of each month.

The District may recover health insurance premiums paid on behalf of the employee during the period of the family care or medical leave, if both of the following conditions occur: The employee fails to return from leave for thirty (30) days after the period of leave to which the employee is entitled has expired and the employee's failure to

return from leave is for a reason other than the continuation, recurrence, or onset of a serious health condition that entitles the employee to leave under state or federal law, or other circumstances beyond the control of the employee.

Advance Notice of Leave/Intent to Return

If an employee learns of the need for family care or medical leave more than 30 days before the leave is to begin, he or she shall give the District at least 30 days' advance notice. If the employee learns of the need for family care or medical leave fewer than 30 days in advance, he or she shall provide such notice as soon as practicable.

If leave is needed for a planned medical treatment or supervision, the employee shall make a reasonable effort to schedule the treatment or supervision to avoid disruption of District operations. If leave is taken intermittently or on a reduced-work schedule, the District may temporarily transfer the employee as permitted by law.

On or before the first day of an employee's family care and medical leave, the employee shall notify the District of his or her anticipated date of return to work. The District may require periodic updates on the employee's intent to return to work. If because of changed circumstances an employee requires more or less leave than originally anticipated, the employee shall give the District at least two business days' notice of his or her intent to return to work.

Certifications

An employee's request for leave because of a serious health condition of the employee or to care for a child, spouse, or parent who has a serious health condition shall be supported by a certification from the health care provider of the person requiring care. This certification shall include:

1. The date, if known, on which the serious health condition began; and
2. The probable duration of the condition.

In addition, if the request for leave is to care for a family member, the certification shall include an estimate of the amount of time the employee needs to care for the person requiring care and a statement that the serious health condition warrants the participation of a family member to provide care during the period of the leave. If the request for leave is based on the employee's own serious health condition, the certification shall include a statement that, due to the serious health condition, the employee is unable to perform the functions of his or her position.

If the employee is requesting leave for intermittent treatment or leave on a reduced-work schedule for planned medical treatment, the certification must also state the medical necessity for the leave, the dates on which treatment is expected to be given, the duration of the treatment, and the expected duration of the leave.

In any case in which the District has reason to doubt the validity of any certification provided to support an employee's request to take leave because of the employee's own serious health condition, the District may require the opinion of a second and third health care provider consistent with state and federal law.

Reinstatement/Non-Discrimination

Upon granting an employee's request for family care and medical leave, the District shall guarantee to reinstate the employee in the same or a comparable position when the leave ends to the extent required by law.

Notifications

The District shall provide all notifications as required by law regarding employees' rights and obligations pertaining to family care and medical leaves.

- Legal References:
- 1) Government Code, Section 12940, Unlawful employment practices; Section 12945, Pregnancy; childbirth or related medical condition; unlawful practice; Section 12945.2, California Family Rights Act; family care leave; definitions; conditions; Section 19702.3, Family care leave; exercise of rights
 - 2) Title 2, California Code of Regulations, Sections 7297.0-7297.9, Family care leave;
 - 3) Title 29, United States Code, Sections 2601, 2611-2619, 2631-2636, 2651-2654, Family and Medical Leave Act of 1993;
 - 4) Title 29, Code of Federal Regulations, Section 825, Family and Medical Leave Act of 1993

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	39
FROM:	CHANCELLOR	DATE:	10/26/04
SUBJECT:	PRESIDENTS' / PROVOST'S / GOVERNANCE GROUPS' REPORTS		
REASON FOR BOARD CONSIDERATION:	INFORMATION		

Section 54954.2(a) of the Ralph M. Brown Act states that "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities." Per board approval, reports by the following individuals should be written and submitted to the board prior to board meetings. The reports may given verbally, however, if enough time remains prior to the board approved meeting adjournment time of 10:00 p.m. Speakers are limited to two minutes each.

- a. Presidents' Reports
 - Saddleback College
 - Irvine Valley College
- b. Student Government Reports
 - Associated Student Government of Saddleback College
 - Associated Students of Irvine Valley College
- c. Academic Senates' Reports
 - Saddleback College Academic Senate
 - Irvine Valley College Academic Senate
- d. Faculty Association Report
- e. California School Employees Association Report
- f. Classified Senates' Reports
 - Saddleback College Classified Senate
 - Irvine Valley College Classified Senate
 - District Classified Senate
- g. Police Officers' Association Report

Item Submitted By:	Dr. Raghu P. Mathur, Chancellor
Item Reviewed By:	
Final Disposition:	Vote :

DATE: 11/4/04

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

FROM: Dr. Richard McCullough, President

SUBJECT: REPORT FOR NOVEMBER 16, 2004, BOARD OF TRUSTEES'
MEETING

Fine Arts

- ***The Art Gallery:*** an exhibit surf photography by internationally known surf photographer Art Brewer from Nov. 1-24
- ***Studio Theatre:*** "Angels in America, Part One: Millennium Approaches," the Pulitzer Prize-winning drama set at the beginning of the AIDS epidemic, runs Nov. 5-14.
- ***McKinney Theatre:*** Singer Julie Budd plays Nov. 21 at 3 p.m.
- The dance department, with more than 60 Saddleback student dancers will stage their annual concert titled, "Winterdance," in the McKinney Theatre on Nov. 18 and 19.
- ***The Saddleback Big Band:*** one of the college's most popular performing ensemble, under the direction of Joey Sellers, the Big Band performs its final concert of the fall season on Nov. 30.

Student Services

- ***New Director of Student Affairs:*** Maria Besnard, the new Director of Student Affairs, comes to Saddleback College from California State University, Long Beach, where she served for the last 14 years in a leadership capacity coordinating a math/science student access program and President's Scholars Program, directing a mentor program, and advising students in career choices. She holds a doctorate of philosophy in education from the University of Southern California, a master's of arts degree from CSU Long Beach, and a bachelor's degree in broadcasting from Pepperdine University.
- ***The Special Services department tests and receives software:*** The SS department is one of six DSPS programs in California colleges selected to test run the Daisy reading tool and received software to scan textbook copy, which enables students to access the material through the use of earphones or a compact disk.
- ***Students Use Online Registration In Record Numbers:*** 73 percent of students registering for the fall semester used the online registration option, reducing in-person registration to 8 percent and telephone registration to 19 percent of students registering for classes.

Transfer Center

- ***Transfer Workshop for Student Athletes:*** The Transfer Center, Admissions & Records and P.E. & Athletics sponsored its first transfer workshop for student athletes. There were 51 student athletes in attendance. Most of those present have plans to transfer at the end of the fall semester. The workshop will be repeated in the spring for athletes graduating spring and summer.

Advanced Technology and Applied Science

- ***The Cosmetology program filled for the fall semester and has its highest student retention in four years***

Foundation

- ***Foundation Capital Campaign Media Event is a Success!:*** The Saddleback College Foundation held a media event on September 20 to highlight the \$2 million capital campaign to raise funds for instructional equipment for the Health Sciences, Human Services and Emeritus Institute Division programs. Michelle Gile from Channel 4 news emceed the event and the Orange County Fire Authority presented a simulation of a critical "save." Guest speaker was Susie Holloway, a local resident, whose one year old son drowned in a backyard pool and then was resuscitated. Susie spoke of the importance for emergency personnel and Saddleback College's educational program. The paramedic who saved her son had attended classes at Saddleback College. Approximately 300 individuals were in attendance. Media coverage included many articles in local papers, and a front page article in the Saddleback Valley News.
- ***Western Gala annual fund-raising event to take place Nov. 6:*** The Western Gala, the annual fund-raising event held to benefit scholarships and instructional needs at Saddleback College, is scheduled for November 6, at Arroyo Trabuco Golf Club. Honored will be Alumnus of the Year Battalion Chief Scott Brown, Orange County Fire Authority. Community Awards will be presented to Leo Brennan, Vice President and General Manager of Cox Communications, Susan Rounds, Founding Member, The Angels of Saddleback College Performing Arts, and Koh Nakata, President, Sony Manufacturing Systems, America.

Athletics

- ***The Saddleback College women's golf team shared the Orange Empire Conference title with Irvine Valley College.*** It is the fifth consecutive title for the Gaucho lady linksters.
- ***The men's basketball team is the top-ranked team in Southern California in the preseason poll.***

- ***Two Saddleback students won a regional tennis tournament hosted by the Intercollegiate Tennis Association in San Diego in September and qualified for the ITA National Small College Championships at Florida Gulf Coast University in Fort Myers, Florida, in mid-October.*** Sophomore Bryan Newell and freshman Brian Valparaiso qualified as a doubles team. Newell also qualified to play singles in the tournament.

Health Sciences, Human Services and Emeritus Institute

- ***Gaucha Gallup Results:*** Congratulations to Peggy Dakin who took first place in the Gaucha Gallup on Oct. 24. Dean Kathleen Winston placed second. HSSHEI was the BEST represented division.

Business Science, Workforce and Economic Development

- ***Grant Approved to Help Service Technical Transfer and Training in Rapid Prototyping and Modeling:*** Saddleback College has been approved for funding on an Economic Development Grant, in the category of Industry Driven Regional Collaborative (IDRC). This grant is a partnership with College of the Canyons and Riverside Community College to service Orange, Los Angeles, and Riverside Counties with technical transfer and training in Rapid Prototyping and Solid Modeling. The total amount of the award is approximately \$500,000, of which Saddleback College will earn \$200,000 for its activity. This project was supported by the Orange County Business Council to work with the counties design and manufacturing companies.
- ***International Computing Driving License (ICDL) Offered in Spring:*** Saddleback College will be offering certification for International Computing Driving License (ICDL). Along with the opportunities for contracting with companies for employee computer skills certification, the college will offer the certification to its students. The certification testing will be housed in the Computer Information Management Center of the BGS building. Starting next year, students who major in CIM or Business will be required to attain this certification for certificate and degree awarding.

I R V I N E V A L L E Y C O L L E G E

OFFICE OF THE PRESIDENT

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

FROM: Glenn R. Roquemore, President *GR*

DATE: November 14, 2004

SUBJECT: **President's Report for the November 16 Board of Trustees Meeting**

WOMEN'S GOLF TEAM WINS CONFERENCE

The Irvine Valley College Women's Golf team won the Orange Empire Conference title for the first time on November 1 at Los Serranos in Chino Hills. The six women battled difficult winds and hard-hitting opponents to finish 20 strokes ahead of the other schools. The Lasers went into the finals tied with Saddleback at 11-1 for the season, but they prevailed by knocking out our sister campus and taking three rounds to finish with a 14-1 record. This conference title win is the first ever for either our women's or men's golf team. IVC's team score closed at 376; Santiago Canyon (396) edged out Saddleback (407) for second place. It was a great conference for IVC's players and coaches: Irvine Valley's Kristin Medlin was named co-player of the year for the conference with Saddleback's Camille Guyton (each had a season stroke total of 660). She led the Lasers, finishing at 87 on the 18-hole south course. Par was 74. And, IVC's coach Ben Burnett shared conference coach of the year honors with Saddleback's Bill Cunnerty. Additionally, Irvine Valley players Allison Trent and Patty Doherty earned all-conference honors.

STAR TREK SERIES ACTOR MAKES PITCH FOR IVC PROGRAMS

Walter Koenig, who is best known for his role as Ensign Pavel Chekov on the 1960s television series *Star Trek*, has created four public service announcements (PSAs) for Irvine Valley. Mr. Koenig filmed the announcements as part of his association with the *Heartbreak Café*, a locally produced television series which is filmed monthly at IVC and other Orange County locations. The series includes student actors as cast and production members and is frequently guest-directed by well known actors or directors such as Mr. Koenig. *Heartbreak Café* is filmed at IVC as part of the Emeritus Institute and was brought to campus by Emeritus Institute and Community and Contract Education Director David Anderson. Mr. Koenig filmed a 45-second PSA to promote *Heartbreak Café* and the Emeritus Institute, as well as a 30-second, a 15-second and a 10-second PSA to promote a college education at IVC. The ads were filmed in IVC's multi-media studio and will run on cable Channel 33. The ads will also be submitted to local media for PSA broadcast.

IVC CAMPUS SECURITY GOES CODE 3 FOR DRUG AWARENESS

As part of the Irvine Community Drug Prevention (ICDP) program's "Red Ribbon Week," IVC's Safety and Security officers participated in Pizza Night in which police cars, fire trucks and ambulances are driven with lights and sirens on—Code 3—to deliver pizza to area residents. "Red Ribbon Week" events are held each year to educate and inform the public about drug prevention and intervention services that are available for families in need. ICDP partners with community organizations to provide a variety of services to families and children, including raising awareness of drug abuse. Along with the Irvine Police Department and the Orange County Fire Authority, IVC's Security Chief Owen Kreza and his staff delivered pizzas from 4 p.m. to 8 p.m. from a local Lamppost Pizza Restaurant to residents throughout Irvine. Proceeds from the Pizza Night benefit the City of Irvine's High School Youth Action Team's Teen Summit, which is held each spring. More information about the ICDP can be found at www.icdp.org.

STUDENTS ORGANIZE TO MAKE IVC VENUE FOR EARLY VOTING

Students from Phi Theta Kappa worked hard in October to get the vote out for the 2004 presidential election. Student club member Neema Barbod, club president Alana Dauphinee, and club advisor Professor Kurt Meyer set the effort in motion by contacting the Orange County Registrar of Voters to promote IVC as a possible venue. Because of their efforts, scores of students, employees and members of the public voted early on October 19 at IVC, using booths that were placed in front of the Student Services Center. While rain hampered the turnout, the Registrar of Voters was very pleased with the results and was especially complimentary of how the students organized the early voting effort. According to the Registrar of Voters Community Outreach office, IVC has provided the best organized effort they have seen at a college and they hope to include IVC as a future voting venue. The students are commended for the hard work and determination they have shown in making IVC a valuable part of the democratic process.

BUDDHIST PRIEST LECTURES ON MONASTIC LIFESTYLE, JAPANESE ART

Hirokazu Kosaka, Director of Visual Arts and Curator of the Japanese American Culture & Community Center in Los Angeles, presented "Veranda," a lecture offering his insight into the art and architecture of Japan, its gardens and temples, on October 30. Mr. Kosaka, who is an ordained Buddhist priest and master Zen archer, commented on life as a monk and on the "art of archery." He included slides of many historic landscapes, buildings and notable locales throughout Japan. Mr. Kosaka is a multi-disciplinary artist whose work runs from woodcut prints to musical dance and performance art. He is the recipient of numerous awards including fellowships from the Rockefeller Foundation Fellowship, the California Arts Council, the Durfee Foundation, and the Los Angeles Endowment for the Arts. Mr. Kosaka has performed or exhibited his work at the Getty Museum, UCLA's Fowler Museum, and the Los Angeles Museum of Contemporary Art. The lecture was made possible by IVC Instructor Fumiko Ishii who teaches classes in Japanese language and culture.

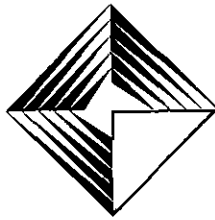
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AGENDA ITEM

TO:	BOARD OF TRUSTEES	ITEM:	40
FROM:	CHANCELLOR	DATE:	11/16/04
SUBJECT:	CORRESPONDENCE		
REASON FOR BOARD CONSIDERATION:	INFORMATION		

The following items of correspondence are submitted
to the Board of Trustees for review.

Item Submitted By:	Dr. Raghu P. Mathur, Chancellor
Item Reviewed By:	
Final Disposition:	Vote :



ORANGE COUNTY
WORKFORCE INVESTMENT BOARD
1300 S. GRAND AVENUE, BLDG. B, 3RD FLOOR
SANTA ANA, CA 92705-4407
PHONE: (714) 567-7371 FAX: (714) 834-7132

October 13, 2004

Raghu Mathur, Ed.D
Chancellor, South Orange County CCD
28000 Marguerite Parkway
Mission Viejo, CA. 92692

Dear Chancellor Mathur:

We would like to take this opportunity to thank you and the South Orange County Community College District for your sponsorship of the 2004 State of the County Workforce Conference held on September 29, 2004. The support of our local community colleges in building partnerships for a competitive skilled workforce is a great example of the vital role your institution plays in sustaining Orange County's economic growth.

We look forward to our partnership in meeting the many challenges of providing a capable workforce to meet the needs of Orange County business. We are confident that continued coordination and collaboration of our services will result in a stronger economic and workforce environment that benefits all residents of our community.

Sincerely,

Andrew Munoz, Executive Director
Orange County Workforce Investment Board

Lauray Holland-Leis, Chair
Orange County Workforce
Investment Board

EMERITUS PROGRAMS

Leisure World is known worldwide for the variety of activities offered to residents. A gem among these activities is the Emeritus program offered by Saddleback College. No other retirement community can remotely compare.

Saddleback furnishes us with highly qualified instructors and administers the program. Leisure World furnishes facilities and eager students who have a strong desire to learn. What a great relationship we have. Instructors say they love to teach us because of our wide experiences, interests and knowledge. And a student was heard saying, "These classes are better than some I have in university."

We should nurture this program by giving Saddleback appreciation, encouragement and the best facilities possible.

Emel Smith
371-C Ave. Castilla

NEEMA BARBOD

33 Fortuna East
Irvine, CA 92620
Phone (714) 573 - 0607

10/21/2004

Tracy Daly, Director of Marketing & Community Relations
South Orange County Community College District
28000 Marguerite Pkwy.
Mission Viejo, CA 92692-3635

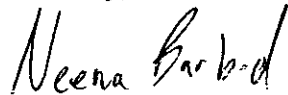
Dear Tracy,

I wanted to thank you for the help and support you provided for me and Phi Theta Kappa during our Early Voting Booth on the Irvine Valley College campus. Your help with providing us with a district wide announcement really assisted in our campaign to advertise the Early Voting opportunity. I personally appreciate you showing support by coming out the day of our Early Voting and casting your own ballot. Your hard work and determination in making information available for our students and faculty has proven to be extremely valuable to the well-organized operations of our college district and community.

Professor Meyer our Club Advisor and Alana Dauphinee our Club President would also like to extend warm thanks in appreciation for your cooperation and eagerness toward our club's goals.

Once again I would like to thank you for your help and I hope to see you soon around our campus or the Saddleback campus.

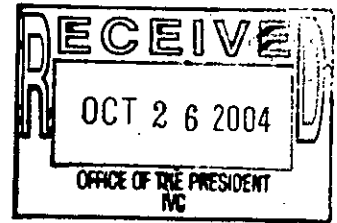
Sincerely,



Neema Barbod

NEEMA BARBOD

33 Fortuna East
Irvine, CA 92620
Phone (714) 573-0607



10/21/2004

Glenn Roquemore, President of Irvine Valley College
Irvine Valley College
5500 Irvine Center Drive
Irvine, CA 92618

Dear Dr. Roquemore,

I wanted to thank you for all the support and leadership you provided for Phi Theta Kappa and myself during our "Voice Your Vote" Early Voting Campaign. By helping to approve Irvine Valley College as an Early Voting site you really set in motion our campaign to educate students and faculty on the importance of voting. Your continuing support of Phi Theta Kappa over the past years has proven to be crucial for the success of our Honors Society. I appreciate all your hard work and determination in making our students have a more enjoyable environment in which they can study and better develop their skills.

Our campaign successfully registered 26 students on campus during Club Day, which was September 29, 2004. We also had 76 students, faculty, and community members use our Early Voting machines on October 19, 2004.

Professor Meyer our Club Advisor and Alana Dauphinee our Club President would also like to extend warm thanks in appreciation for your cooperation and eagerness toward our club's goals.

Once again I would like to thank you for your help and I hope to see you soon around campus.

Sincerely,

Neema Barbod

NEEMA BARBOD

33 Fortuna East
Irvine, CA 92620
Phone (714) 573 - 0607

10/21/2004

Marilyn L. Radenovic, Executive Assistant to the President
Irvine Valley College
5500 Irvine Center Drive
Irvine, CA 92618

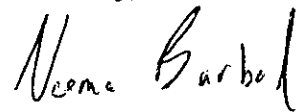
Dear Marilyn,

I wanted to thank you for all the help and advice you provided for Phi Theta Kappa and me during our "Voice Your Vote" Campaign. Your help by providing us with a "voice" in the College Administration was crucial for our campaign being a success. Thank you for being so patient with Professor Meyer and me every time we would stop by unannounced. I appreciate all your hard work and organization in making our faculty and students have a more fulfilling and exciting experience when they attend Irvine Valley College.

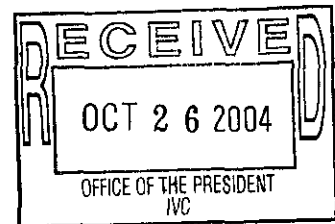
Professor Meyer our Club Advisor and Alana Dauphinee our Club President would also like to extend warm thanks in appreciation for your cooperation and eagerness toward our club's goals.

Once again I would like to thank you for your continued support and hope to see you soon around campus.

Sincerely,



Neema Barbod



Richard McCullough

From: Cheryl Schumm [schumm@earthlink.net]
Sent: Friday, October 15, 2004 9:09 AM
To: rmccullough@saddleback.edu
Cc: Kelly Lynn
Subject: N172 midterm and a big thank you



Doc1.doc (24 KB)

Hi Dr. McCullough,

I took the N172 midterm a few days ago and I just had to let you know that more than one question on the test inspired me to whisper a "thank heavens for Dr. McCullough!"

This time last year, I was sitting in your pathophysiology class - riveted, but clueless all the same, about how important the concepts that you were introducing would become. Thank you for being an amazing educator of incredibly relevant material.

There were only five "A's" out of the 51 test takers and thanks to you, Kelly Casey and I were two of those five. (Don't worry - I totally "get" that no one is going to ask to see my report card before I take their vital signs or hang an IV. . . but I'm still challenging myself to get straight "A's" in Nursing School).

So - I couldn't resist the chance to tell you that your physiology and pathophysiology classes really set me up for success in Nursing School - and even if my grades didn't show it, so much of the confidence that I have when I walk into a hospital room does.

And for the sake of future nursing students, I hope that you find yourself yearning for the classroom before too long.

Thanks - Cheryl Schumm

To Whom It May Concern:

The staff at Saddleback Child Development is an amazing variety of individuals who really stand out. Any person would be grateful to have these men and women as their child's teacher, for their friendship and support.

These unique characters command their classes with authority and expertise, experience and creativity. When they are on the floor training our young, they mentor, explain, show and mirror to all, examples of kindness, fairness, inspiring students and parents under their direction. They smile and work proudly. They gain warm hearted respect quickly.

This staff, without question takes their responsibilities and commitments to heart. I believe whatever challenges and adventures come their way will always be met with integrity, great energy and ingenuity.

I highly recommend each and everyone of this remarkable staff to any person looking for an extension of a true family for their children and/or a chance to study children and teaching. It has been an honor and privilege to have my three children attend this program.

*Yours Truly
Stefanie Streit*

Nam was a great tutor.
I was struggling with word
problems and he helped me
understand them so well
that I received 100% on
my difficult math
exam.

Thank
you
so much
for this
program
—Crystal
Lutz