

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Tuesday, November 13, 2012
Santa Ana College
1530 W. 17th Street, Room U-102
Santa Ana, California

Vision Statement (Board of Trustees)

Rancho Santiago Community College District is a learning community. The college district and its colleges are committed to ensuring access and equity and to planning comprehensive educational opportunities throughout our communities. We will be global leaders in many fields, delivering cost-effective, innovative programs and services that are responsive to the diverse needs and interests of all students. We will be exceptionally sensitive and responsive to the economic and educational needs of our students and communities. The environment will be collegial and supportive for students, staff, and the communities we serve.

We will promote and extensively participate in partnerships with other educational providers, business, industry, and community groups. We will enhance our communities' cultural, educational, and economic well-being.

We will be a leader in the state in student success outcomes. Students who complete programs will be prepared for success in business, industry, careers, and all future educational endeavors. We will prepare students to embrace and engage the diversity of our global community and to assume leadership roles in their work and public lives.

District Mission

The mission of the Rancho Santiago Community College District and its colleges is to provide quality educational programs and services that address the needs of our diverse students and communities.

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological, and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuit in a global community.

Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, act, communicate and think critically. We are committed to maintaining standards of excellence and providing an accessible, a transferable, and an engaging education to a diverse community.

Americans with Disabilities Acts (ADA)

It is the intention of the Rancho Santiago Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance, the Rancho Santiago Community College District will attempt to accommodate you in every reasonable manner. Please contact the executive assistant to the board of trustees at 2323 N. Broadway, Suite 410-2, Santa Ana, California, 714-480-7452, on the Friday prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

A G E N D A

1.0 PROCEDURAL MATTERS

4:30 p.m.

1.1 Call to Order

1.2 Pledge of Allegiance to the United States Flag

1.3 Approval of Additions or Corrections to Agenda

Action

1.4 Public Comment

At this time, members of the public have the opportunity to address the board of trustees on any item within the subject matter jurisdiction of the board. Members of the community and employees wishing to address the board of trustees are asked to complete a "Public Comment" form and submit it to the board's executive assistant prior to the start of open session. **Completion of the information on the form is voluntary.** Each speaker may speak up to three minutes; however, the president of the board may, in the exercise of discretion, extend additional time to a speaker if warranted, or expand or limit the number of individuals to be recognized for discussion on a particular matter. If a translator for the speaker is needed, please contact the executive assistant to the board of trustees at 2323 N. Broadway, Suite 410-2, Santa Ana, California, 714-480-7452, on the Friday prior to the meeting so appropriate accommodations may be made.

Please note the board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the board that are not on the agenda may, at the board's discretion, be referred to staff or placed on the next agenda for board consideration.

1.5 Approval of Minutes – Regular meeting of October 22, 2012 Action

1.6 Approval of Consent Calendar Action

Agenda items designated as part of the consent calendar are considered by the board of trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the board votes on them. The board retains the discretion to move any action item listed on the agenda into the Consent Calendar. **The consent calendar vote items will be enacted by one motion and are indicated with an asterisk (*).**

An exception to this procedure may occur if a board member requests a specific item be removed from the consent calendar consideration for separate discussion and a separate vote.

1.7 Presentation on the Small Business Programs Information

1.8 Review and Discussion of Self-Evaluation Responses from Community and Staff Information

The survey responses from community and staff are presented to the board for review and discussion.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

2.2 Reports from College Presidents

- Enrollment
- Facilities
- College activities
- Upcoming events

2.3 Report from Student Trustee

2.4 Reports from Student Presidents

- Student activities

2.5 Reports from Academic Senate Presidents

- Senate meetings

2.6 Informational Presentation on the Budget

Closed Session and Item 3.0 (Human Resources) have been moved to the end of the agenda after Item 6.5 (Board Member Comments).

4.0 INSTRUCTION

*4.1 Approval of New OTA Agreement – Totally Kids Specialty Healthcare Action
The administration recommends approval of the agreement with Totally Kids Healthcare in Sun Valley, California.

*4.2 Approval of OTA Agreement Renewal – Greco’s World Action
The administration recommends approval of the agreement with Greco’s World in Culver City, California.

* Item is included on the Consent Calendar, Item 1.6.

- *4.3 Approval of Amendment #1 to Speech Language Pathology Assistant Program – New Hope Therapy Center Action
The administration recommends approval of the contract with the New Hope Therapy Center in Garden Grove, California.
- *4.4 Confirmation of Santa Ana College (SAC) Associate Degrees and Certificates Awarded in Summer 2012 Action
The administration recommends confirmation of the list of recipients of the SAC associate degrees and certificates for summer 2012 as presented.
- *4.5 Confirmation of Santiago Canyon College (SCC) Associate Degrees and Certificates Awarded in Summer 2012 Action
The administration recommends confirmation of the list of recipients of the SCC associate degrees and certificates for summer 2012 as presented.
- *4.6 Approval of Santiago Canyon College Community Services Program, Spring 2013 Action
The administration recommends approval of the proposed Community Services program for spring 2013.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

- *5.1 Approval of Payment of Bills Action
The administration recommends payment of bills as submitted.
- *5.2 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period ended September 30, 2012 Action
The administration recommends approval of the CCFS-311Q report for the period ending September 30, 2012, as presented.
- 5.3 Quarterly Investment Report as of September 30, 2012 Information
The quarterly investment report as of September 30, 2012, is presented as information.
- *5.4 Approval for Additional Testing Services for Santa Ana College Soccer Field and Road Alignment Action
The administration recommends approval of additional testing services for the SAC soccer field and road alignment from Reliant Testing Engineers as presented.
- *5.5 Approval of Awarding Bid #1180 – Santa Ana College Perimeter Site Improvements Action
The administration recommends approval of awarding Bid #1180 for perimeter site improvements at SAC to Woodcliff Corporation as presented.

* Item is included on the Consent Calendar, Item 1.6.

- *5.6 Adoption of Resolution No. 12-63 – Landscaping for Loop Road Extension at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 12-63 for Tropical Plaza Nursery, Inc., for Bid #1134 for landscaping for the Loop Road Extension at SCC as presented.
- *5.7 Adoption of Resolution No. 12-66 – Earthwork for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 12-66 for Southern California Grading, Inc., for Bid #1151 for earthwork for the Athletic/Aquatic complex at SCC as presented.
- *5.8 Adoption of Resolution No. 12-67 – Glass and Glazing for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 12-67 for Glazcon Industries for Bid #1143 for glass and glazing for the Athletic/Aquatic complex at SCC as presented.
- *5.9 Approval of Change Order #7 for Bid #1138 – Structural Steel at Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #7 for Blazing Industrial Steel, Inc., for Bid #1138 for structural steel for the Athletic/Aquatic complex at SCC as presented.
- *5.10 Approval of Change Order #9 for Bid #1139 – Electricity for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #9 for Bid #1139 for Dynalectric for electricity for the Humanities building at SCC as presented.
- *5.11 Approval of Change Order #5 for Bid #1144 – Roofing for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #5 for Bid #1144 for Troyer Contracting Company, Inc., for roofing for the Athletic/Aquatic complex at SCC as presented.
- *5.12 Approval of Change Order #9 for Bid #1146 – Framing and Elevators for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #9 for Bid #1146 for Inland Building Construction Company for framing and elevators for the Humanities building at SCC as presented.
- *5.13 Approval of Change Order #1 for Bid #1149 – Equipment and Furnishings for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1149 for Herk Edwards, Inc., for equipment and furnishings for the Athletic/Aquatic complex at SCC as presented.

- *5.14 Approval of Additional DSA Inspection Services for Humanities Building and the Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of extension of services for TYR I.O.R. to provide DSA mandated inspection services for the Humanities building and Athletic/Aquatic complex at SCC as presented.
- *5.15 Approval for Additional Testing Services for Humanities Building at Santiago Canyon College Action
The administration recommends approval of the additional testing services for the Humanities building at SCC from Reliant Testing Engineers as presented.
- *5.16 Acceptance and Awarding of RFP #1200 – Metropolitan Fiber Wide Area Network Action
The administration recommends acceptance of the RFPs and approval of awarding Freedom Telecommunications, Inc., for RFP #1200 – Metropolitan Fiber Wide Area Network as presented.
- *5.17 Approval of CMAS (California Multiple Award Schedule) Contract #4-01-51-0001D to IDSC Holdings LLC Action
The administration recommends approval of the District’s participation in CMAS Contract #4-01-51-0001 to IDSC Holdings LLC (formerly IDSC Holdings Inc., Snap-on Industrial Division/Snap-on Tools Company) through January 31, 2016, and any future supplements, modifications, renewals, and extensions as presented.
- *5.18 Approval of Surplus Property Action
The administration recommends declaring the list of equipment as surplus property and utilization of The Liquidation Company to conduct an auction as presented.
- *5.19 Approval of Donation of Surplus Items Action
The administration recommends approval of the donations to Orange Unified School District as presented.
- *5.20 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Christine Draa to provide program oversight and coordination for Youth Entrepreneurship Program (YEP) for the statewide Business & Entrepreneurship Center (BEC) program. Dates of service are from November 14, 2012, through October 31, 2013. The fee is estimated at \$40,000 at \$60 per hour.

* Item is included on the Consent Calendar, Item 1.6.

- *5.21 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Muckenthaler & Associates, Inc., to provide professional and technical assistance to the existing Early Head Start (EHS) program for Child Development Services. Dates of service are from September 1, 2012, through December 31, 2012. The fee is estimated at \$15,900 at \$100 per hour.
- *5.22 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Public Health Preventative Care Consulting (PHPC) Inc., to provide professional and technical assistance to the existing Network for a Healthy CA program for Child Development Services. Dates of service are from November 14, 2012, through September 30, 2013. The fee is estimated at \$16,889 at \$65 per hour.
- *5.23 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period October 7, 2012, through October 27, 2012.

6.0 GENERAL

- *6.1 Approval of Resource Development Items Action
The administration recommends approval of budgets, acceptance of grants, and authorization for the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:
- | | |
|---|-----------|
| - Basic Skills Initiative (SAC & SCC) | \$683,675 |
| - Career Technical Education (CTE) Community Collaborative VI (District) | \$411,350 |
| - Career Technical Education (CTE) Workforce Innovation Partnerships V (District) | \$218,750 |
| - Center for International Trade Development (CITD) State Trade and Export Program (STEP) II (District) | \$ 50,000 |
- *6.2 Approval of New Rancho Santiago Community College District Logo Action
The administration recommends approval of the new RSCCD logo.
- 6.3 Board of Trustees Express Interest in Board Officer Positions Information
The board president shall solicit expressions of interest from board members regarding service as president, vice president, and clerk for 2012-2013.
- 6.4 Reports from Board Committees Information
- Board Facilities Committee
 - Orange County Community Colleges Legislative Task Force

6.5 Board Member Comments

Information

RECESS TO CLOSED SESSION

Conducted in accordance with applicable sections of California law. Closed sessions are not open to the public. (RSCCD)

Pursuant to Government Code Section 54957, the Board may adjourn to closed session at any time during the meeting to discuss staff/student personnel matters, negotiations, litigation, and/or the acquisition of land or facilities. (OCDE)

The following item(s) will be discussed in closed session:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Full-time Faculty
 - b. Part-time Faculty
 - c. Classified Staff
 - d. Student Workers
 - e. Professional Experts
 - f. Administrator Appointments
 - (1) Vice President
2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services
Employee Organizations: California School Employees Association, Chapter 888
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
4. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

At this time, members of the public have the opportunity to address the board of trustees on any item within the subject matter jurisdiction of the board. Members of the community and employees wishing to address the board of trustees are asked to complete a "Public Comment" form and submit it to the board's executive assistant prior to the start of open session.

Completion of the information on the form is voluntary. Each speaker may speak up to three minutes; however, the president of the board may, in the exercise of discretion, extend additional time to a speaker if warranted, or expand or limit the number of individuals to be recognized for discussion on a particular matter.

Please note the board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on the next agenda for board consideration.

3.0 **HUMAN RESOURCES**

3.1 Management/Academic Personnel

Action

- Approval of Employment Agreements
- Approval of Interim to Permanent Assignments
- Approval of Interim Assignments
- Approval of Leaves of Absence

3.1 Management/Academic Personnel – (cont.)

- Approval of Stipends
- Approval of Changes of Assignment
- Approval of Part-time Hourly Hires/Rehires

3.2 Classified Personnel

Action

- Approval of Permanent 2012-2013 CSEA Salary Schedule Reflecting 1% Rate Adjustment Effective July 1, 2012
- Approval of New Appointments
- Approval of Out of Class Assignments
- Approval of Professional Growth Increments
- Approval of Changes in Position
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Temporary Assignments
- Approval of Additional Hours for On Going Assignments
- Approval of Substitute Assignments
- Approval of Instructional Associates/Associate Assistants
- Approval of Community Service Presenters and Stipends
- Approval of Volunteers
- Approval of Student Assistant Lists

3.3 Approval of Modification to 2012-2013 Employee Calendar

Action

The administration recommends approval of the revised 2012-2013 Employee Calendar.

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on December 10, 2012.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Santiago Canyon College
8045 E. Chapman Ave., Room SC-105
Orange, CA 92869

Board of Trustees (Regular meeting)

Monday, October 22, 2012

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:35 p.m. by Mr. Phillip Yarbrough. Other members present were Ms. Arianna Barrios, Dr. David Chapel, Mr. John Hanna, Mr. Larry Labrado, Mr. Mark McLoughlin, and Mr. Ryan Ahari.

Administrators present during the regular meeting were Mr. John Didion, Dr. Raúl Rodríguez, and Mr. Juan Vázquez. Ms. Anita Lucarelli was present as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Mr. Dean Strenger, past president of Santiago Canyon College (SCC) and treasurer of the SCC Foundation.

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Hanna, seconded by Mr. McLoughlin, and carried unanimously to approve amending the agenda to have closed session take place after Item 6.7 (Board Member Comments), approve an addendum for Item 3.2 (Classified Personnel), and approve revised pages 2 and 3 for Item 5.15 (Change Order #5 for Bid #1146 – Framing and Elevators for Athletic/Aquatic Complex at SCC).

1.4 Public Comment

Ms. Zina Edwards welcomed board members to SCC on behalf of the Classified Hawks.

Mr. Eric Christen and Mr. Dave Everett spoke regarding Project Labor Agreements relating to Measure Q.

1.5 Approval of Minutes

It was moved by Mr. McLoughlin, seconded by Mr. Ahari, and carried unanimously to approve the minutes of the regular meeting held October 8, 2012.

1.6 Approval of Consent Calendar

It was moved by Mr. McLoughlin, seconded by Mr. Ahari, and carried unanimously to approve the recommended action on the following items (as indicated by an asterisk on the agenda) on the Consent Calendar, with the exception of Item 5.18 (Resolution No. 12-56 – Implementing Prequalification of Construction Contractors for District’s List of Qualified Bidders for Informal Bidding Procedure) removed from the Consent Calendar by Mr. Hanna:

- 4.1 Approval of New OTA Agreement – Buena Park School District
The board approved the agreement with Buena Park School District in Buena Park, California.
- 4.2 Approval of Distance Education Agreement Renewal Amendment - City of Santa Ana
The board approved the Inmate Education Program Affiliation Agreement Amendment with the City of Santa Ana.
- 5.1 Approval of Payment of Bills
The board approved payment of bills as submitted.
- 5.2 Approval of Budget Increases/Decreases and Budget Transfers
The board approved budget increases, decreases and transfers during the month of September 2012.
- 5.3 Acceptance of 2011-2012 Citizens’ Bond Oversight Committee Annual Report
The board accepted the Citizens’ Bond Oversight Committee Annual Report to the community for 2011-2012 as presented.
- 5.4 Approval of Contract with SchoolsFirst Federal Credit Union to Provide ATM Services throughout the District
The board approved the contract with SchoolsFirst Federal Credit Union to provide ATM services as presented.
- 5.5 Approval of Change Order #1 for Bid #1194 – Santa Ana College (SAC) Portable Building Certification
The board approved change order #1 for Bid #1194 for De La Torre Commercial Interiors, Inc., for SAC portable building certification as presented.
- 5.6 Award of Contract for Construction Management Services for Various Projects at Santa Ana College
The board authorized the Vice Chancellor, Business Operations/Fiscal Services to enter into an agreement with Bernards as presented.
- 5.7 Adoption of Resolution No. 12-57 – Landscaping for Humanities Building at Santiago Canyon College
The board adopted Resolution No. 12-57 for Tropical Plaza Nursery, Inc., for Bid #1134 for landscaping for the Humanities building at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.8 Adoption of Resolution No. 12-58 – Earthwork for Humanities Building at Santiago Canyon College

The board adopted Resolution No. 12-58 for Southern California Grading for Bid #1151 for earthwork for the Humanities building at SCC as presented.

5.9 Adoption of Resolution No. 12-59 – Masonry for Athletic/Aquatic Complex at Santiago Canyon College

The board adopted Resolution No. 12-59 for Industrial Masonry, Inc., for Bid #1137 for masonry for the Athletic/Aquatic complex at SCC as presented.

5.10 Adoption of Resolution No. 12-60 – Concrete for Athletic/Aquatic Complex at Santiago Canyon College

The board adopted Resolution No. 12-60 for Guy Yocom Construction, Inc., for Bid #1136 for concrete for the Athletic/Aquatic complex at SCC as presented.

5.11 Adoption of Resolution No. 12-61 – Landscaping for Athletic/Aquatic Complex at Santiago Canyon College

The board adopted Resolution No. 12-61 for Tropical Plaza Nursery, Inc., for Bid #1134 for landscaping for the Athletic/Aquatic complex at SCC as presented.

5.12 Approval of Change Order #7 for Bid #1141 – HVAC for Humanities Building at Santiago Canyon College

The board approved change order #7 for Bid #1141 for West Tech Mechanical for HVAC for the Humanities building at SCC as presented.

5.13 Approval of Change Order #4 for Bid #1143 – Glass/Glazing for Humanities Building at Santiago Canyon College

The board approved change order #4 for Bid #1143 for Glazcon Productions for glass/glazing for the Humanities building at SCC as presented.

5.14 Approval of Change Order #6 for Bid #1144 – Roofing for Humanities Building at Santiago Canyon College

The board approved change order #6 for Bid #1144 for Troyer Contracting Company for roofing on the Humanities building at SCC as presented.

5.15 Approval of Change Order #5 for Bid #1146 – Framing and Elevators for Athletic/Aquatic Complex at Santiago Canyon College

The board approved the revised change order #5 for Bid #1146 for Inland Building Construction for framing and elevators for the Athletic/Aquatic complex at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.16 Approval of Change Order #8 for Bid #1146 – Framing and Elevators for Humanities Building at Santiago Canyon College

The board approved change order #8 for Bid #1146 for Inland Building Construction Company for framing and elevators for the Humanities building at SCC as presented.

5.17 Approval of Change Order #9 for Bid #1147 – Interiors for Humanities Building at Santiago Canyon College

The board approved change order #9 for Bid #1147 for Inland Empire Architectural Specialties for interiors for the Humanities building at SCC as presented.

5.19 Approval of Purchase Orders

The board approved the purchase order listing for the period September 10, 2012, through October 6, 2012.

6.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:

-Board Financial Assistance Program (BFAP) (SCC)	\$281,146
-CalGRIP (SAC) - <i>Adjustment</i>	-\$ 15,000
-CalGRIP (SCC) – <i>Augmentation</i>	\$ 15,000
-California Early Childhood Mentor Program (SAC/SCC)	\$ 1,900
-Child Development Training Consortium (SAC/SCC)	\$ 10,000
-College Assistance Migrant Program (CAMP) – Year 1 (SCC) - <i>Augmentation</i>	\$ 739
-Cooperative Agencies Resources for Education (CARE) (SAC)	\$ 60,043
-Extended Opportunity Programs & Services (EOPS) (SAC)	\$992,848
-Lumina Foundation – Latino Student Success Initiative (SAC)	\$258,073
-Youth Empowerment Strategies for Success – Independent Living Program (YESS – ILP) (SAC)	-\$ 22,500

6.2 Approval of First Amendment to Sub-award Agreements between RSCCD and CSU Fullerton Auxiliary Services Cooperation and NOCCCD – Fullerton College for ENGAGE to STEM Project – Year 1 No Cost Extension

The board approved the amendments and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign the amendments on behalf of the district.

6.3 Approval of First Amendment to Sub-award Agreements between RSCCD and CSU Fullerton Auxiliary Services Cooperation and NOCCCD – Fullerton College for ENGAGE to STEM Project – Year 2

The board approved the sub-agreements and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign the amendments on behalf of the district.

1.6 Approval of Consent Calendar – (cont.)

6.4 Adoption of Resolution No. 12-62 – California Department of Education (CRPM-2046)

The board adopted the resolution with the California Department of Education and authorized the chancellor or his designee to sign the contract on behalf of the district.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from Chancellor

Dr. Raúl Rodríguez, Chancellor, provided a report to the board.

2.2 Reports from College Presidents

Mr. Juan Vázquez, President, Santiago Canyon College, provided a report to the board.

There was no representation from Santa Ana College.

2.3 Report from Student Trustee

Mr. Ryan Ahari provided a report to the board.

2.4 Reports from Student Presidents

Ms. Rachel Bulosan, Student President, Santiago Canyon College, provided a report to the board.

There was no representation from Santa Ana College.

2.5 Reports from Academic Senate Presidents

The following academic senate presidents provided reports to the board which included a STEM (Science, Technology, Engineering, and Math) presentation by Ms. Cynthia Swift, Ms. Nahla El Said, and Mr. Phillip Crabil during Ms. Evett's report:

Ms. Corinna Evett, Academic Senate President, Santiago Canyon College
Mr. Raymond Hicks, Academic Senate President, Santa Ana College

3.0 HUMAN RESOURCES

Human Resource items were considered after closed session which took place after Item 6.7 (Board Member Comments) per approval of Item 1.3 (Additions or Corrections to Agenda).

4.0 INSTRUCTION

Items 4.1 and 4.2 were approved as part of Item 1.6 (Consent Calendar).

4.3 Santa Ana College (SAC) Status Report on Student Learning Outcomes Implementation

The SAC status report was provided to the board as information.

4.4 Santiago Canyon College (SCC) Status Report on Student Learning Outcomes Implementation

The SCC status report was provided to the board as information.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1 through 5.17 and 5.19 were approved as part of Item 1.6 (Consent Calendar).

5.18 Adoption of Resolution No. 12-56 – Implementing Prequalification of Construction Contractors for District’s List of Qualified Bidders for Informal Bidding Procedure

It was moved by Mr. Hanna and seconded by Mr. Labrado to postpone action on Resolution No. 12-56 implementing prequalification of construction contractors for the district’s list of qualified bidders for the informal bidding procedure as presented. Discussion ensued. The motion carried unanimously.

6.0 GENERAL

Items 6.1 through 6.4 were approved as part of Item 1.6 (Consent Calendar).

6.5 Approval of Extension of Self-Evaluation Timeline

It was moved by Ms. Barrios, seconded by Mr. Labrado, and carried unanimously to approve the revised timeline for the board’s self-evaluation process.

6.6 Reports from Board Committees

Mr. Labrado provided a report on the October 18, 2012, Board Facilities Committee meeting.

6.7 Board Member Comments

Board members thanked SCC staff for hosting the tour of the Humanities building and Athletic/Aquatic complex, reception, and board meeting at SCC. The board expressed appreciation for staff and faculty assistance in designing facilities that will serve the students well.

6.7 Board Member Comments – (cont.)

Mr. Ahari stated that today was the last day to register to vote for the election in November.

Mr. Labrado congratulated SCC staff on recent grants received, including Ms. Lorrie Morgan for her efforts in obtaining funding for the Upward Bound program, and Ms. Deisy Covarrubias for her efforts in obtaining funding for the College Assistance Migrant Program (CAMP) program.

Mr. Hanna commended staff on the STEM (Science Technology, Engineering and Mathematics) program.

Mr. Hanna stated that previous studies on Measure E reported that bond funds were disbursed as follows: 45% to SAC, 45% to SCC, and 10% to the district. Mr. Hanna asked if those figures were still accurate at this time.

Mr. Hanna stated that at the October 8, 2012, board meeting the board approved changes to BP 2715 Code of Ethics/Standards of Practice to clearly state that board members have an obligation to represent the interests and serve the needs of the entire district, not just the area they represent. Earlier this year the board approved changing the trustee areas from three districts to seven trustee areas.

RECESS TO CLOSED SESSION

The board convened into closed session at 5:56 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Part-time Faculty
 - b. Classified Staff
 - c. Student Workers
 - d. Professional Experts
 - e. Administrator Appointments
 - (1) Vice President
2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services
Employee Organizations: California School Employees Association, Chapter 579
California School Employees Association, Chapter 888
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

RECONVENE

The board reconvened at 6:25 p.m.

Closed Session Report

Ms. Barrios reported that no action was taken by the board during closed session.

Public Comment

There were no public comments.

3.0 HUMAN RESOURCES

3.1 Management/Academic Personnel

It was moved by Ms. Barrios, seconded by Mr. McLoughlin, and carried unanimously to approve the following action on the management/academic personnel docket:

- Approve Appointments
- Approve Adjusted End Dates for Leave Of Absence
- Approve Leaves of Absence
- Approve Stipends
- Approve Part-time Hourly Hires/Rehires
- Approve Non-paid Instructors of Record

3.2 Classified Personnel

It was moved by Ms. Barrios, seconded by Mr. McLoughlin, and carried unanimously to approve the following action on the classified personnel docket:

- Approve New Classifications
- Approve Temporary to Contract Assignments
- Ratify Resignations/Retirements
- Approve Temporary to Hourly On Going Assignments
- Approve Leaves of Absence
- Approve Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Changes in Temporary Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Volunteers
- Approve Student Assistant Lists

3.3 Approval of Public Disclosure of Collective Bargaining Agreement between the Rancho Santiago Community College District and California School Employees Association, Chapter 579

It was moved by Ms. Barrios, seconded by Mr. McLoughlin, and carried unanimously to approve the agreement with the California School Employees Association, Chapter 579 for the period of July 1, 2012, through June 30, 2013.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on November 13, 2012, at Santa Ana College, 1530 W. 17th Street, Room U-102, Santa Ana, California.

There being no further business, Mr. Yarbrough declared this meeting adjourned at 6:27 p.m.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: November 13, 2012

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

To: Board of Trustees	Date: November 13, 2012
Re: Review and Discussion of Self-Evaluation Responses from Community and Staff	
Action: Information	

BACKGROUND

Board Policy 2745 (formerly Board Policy 9022) provides for the Board of Trustees to conduct an annual self-evaluation by November of each year.

ANALYSIS

An evaluation survey was approved by the Board on October 8, 2012 and was distributed to the individuals identified in Board Policy 2745. The survey responses are now presented to the board for review. The remaining steps in the evaluation process are as follows:

November 14, 2012 - Board members complete self-evaluation instrument.
November 30, 2012

December 10, 2012 Board reviews and discusses tabulated self-evaluation results.

RECOMMENDATION

The survey responses from community and staff are presented to the board for review and discussion.

Fiscal Impact: None	Board Date: November 13, 2012
Prepared by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Submitted by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	



RESEARCH DEPARTMENT

Report

**Rancho Santiago Community College District (RSCCD)
Community, Student and Staff Evaluation of
Board of Trustees’ Operations and Performance
(Respondents Who Regularly Attend BOT Meetings)**

November 2012

The RSCCD Board of Trustees recognizes that it can better perform its policy-making and broad oversight roles if it annually reviews its own internal board operation and performance goals. Prior to the Board’s self-evaluation meeting, a survey instrument was made available to individuals including (but not limited to) the associated student government presidents, presidents of the academic senates, the college presidents, the chancellor, vice chancellors, representatives of the District’s employee unions, and community members who serve on the District bond oversight committees or foundations as they regularly interact with board members. Input from these individuals will be used by the Board in conjunction with various planning activities to assess the degree to which goals have been met and to continue to refine its planning processes and policies.

The survey instrument was disseminated online to eighty-nine individuals; 52 surveys were completed (a 58% response rate): 5 students, 34 faculty/staff members, 8 community members, and 5 who did not report their affiliation with the District or its colleges. Thirty-eight percent of respondents reported that they regularly attend Board of Trustees meetings; 25% reported that they occasionally attend, 19% rarely, 8% never attend, and 10% did not respond to this question.

Thirty-eight percent of respondents (n=20) reported that they regularly attend Board of Trustees meetings (2 student, 16 faculty/staff, 1 member of the community, and 1 did not report their affiliation); those data are included in this report.

Summary of Findings

Ratings were generally positive on all issues addressed in the survey. The Board is most highly rated (100% of responses “strongly agree” or “agree”) for:

- keeping the Chancellor informed of community contacts,
- sustaining a strong board/chancellor partnership and providing ongoing support for the chancellor to foster a strong partnership, and
- Maintaining confidentiality of privileged information.

The Board is rated lowest (60%-61% of responses “strongly agree” or “agree”) on:

- operating ethically without conflict of interest following established board policies,
- giving adequate attention to the mission, goals, and future of planning of the district, and
- Adopting a planning and evaluation process which assures that the educational needs of students and the community are effectively and efficiently met.

Other Findings:

Since the number of respondents in this group (“attend BOT meetings regularly”) is so small, caution must be exercised when comparing percentage distributions. However, a significant proportion of this group indicated “not applicable or don’t know” in reference to several issues:

- Board keeps Chancellor informed of community contacts (55%),
- Board follows communication procedure with staff (55%), and
- Board participates in trustee development activities (40%).

Similarly, it is significant to note that, of the forty-four response categories, 36 (82%) showed decreases in the proportions of respondents who expressed agreement with the statements one year prior; 11% of the response categories showed no change.

Attention to these issues may be necessary and/or a better perception of what is being done should be promoted.

Detail data follows.

Detail of Findings

2012 Results of the Community, Student and Staff’s Evaluation of Board of Trustees’ Operations and Performance (Respondents Who Regularly Attend Meetings)							
	Distribution of Valid Responses				Total # Respondents	Average Rating (excluding n/a)	Not applicable or don't know
	Strongly Agree	Agree	Disagree	Strongly Disagree			
	1	2	3	4			
Board Organization and Operation							
Board meetings are conducted in a manner in which the purposes are achieved effectively and efficiently.	25%	45%	30%	0%	20	2.05	0%
Board members respect each others' opinions.	20%	55%	25%	0%	20	2.05	0%
The board conducts its meetings in compliance with state laws, including The Brown Act.	45%	40%	10%	5%	20	1.75	0%
Board members understand that they have no legal authority beyond board meetings.	11%	74%	5%	11%	19	2.16	5%
Board members regularly seek the opinion of the student trustee.	26%	53%	16%	5%	19	2.00	5%
Policy Role							
Board meetings focus on policy issues that relate to board responsibilities.	11%	79%	11%	0%	19	2.00	5%
The board focuses on policy in board discussion, not administrative matters.	5%	70%	25%	0%	20	2.20	0%
The board is knowledgeable about the mission and purpose of the institution.	20%	60%	15%	5%	20	2.05	0%
The board clearly delegates the administration of the colleges to the chancellor.	20%	70%	5%	5%	20	1.95	0%
The board ensures compliance with federal and state laws and measures for emergency response.	26%	68%	5%	0%	19	1.79	5%
Strategic Planning							
The board understands the budget process.	10%	60%	30%	0%	20	2.20	0%
The board gives adequate attention to the mission, goals, and future planning of the district.	10%	50%	35%	5%	20	2.35	0%
The board regularly develops and reviews goals for continuous improvement.	11%	58%	32%	0%	19	2.21	5%
The board has adopted a planning and evaluation process which assures that the educational needs of students and the community are effectively and efficiently met.	10%	50%	35%	5%	20	2.35	0%
The board understands the colleges' educational programs and services.	10%	45%	35%	10%	20	2.45	0%
The board is appropriately involved in defining the vision and goals of the district.	10%	55%	30%	5%	20	2.30	0%
The board understands the financial audit and accepts responsibility for implementation of its recommendations.	15%	75%	10%	0%	20	1.95	0%
The board understands the fiscal condition of the organization and provides fiscal oversight to assure the financial stability of the district.	25%	55%	20%	0%	20	1.95	0%
The board understands the accreditation process and accepts responsibility for implementation of its recommendations.	10%	55%	30%	5%	20	2.30	0%

**2012 Results of the Community, Student and Staff's Evaluation of
Board of Trustees' Operations and Performance
(Respondents Who Regularly Attend Meetings)**

	Distribution of Valid Responses				Total # Respondents	Average Rating (excluding n/a)	Not applicable or don't know
	Strongly Agree	Agree	Disagree	Strongly Disagree			
	1	2	3	4			
Board Relations with the Chancellor, Presidents, Faculty, and Staff							
The board reaches decisions on the basis of the study of available background data and consideration of the recommendation of the chancellor.	18%	77%	6%	0%	17	1.88	15%
The board keeps the chancellor informed of community contacts.	44%	56%	0%	0%	11	1.56	55%
The board follows a procedure for annual evaluations of the chancellor.	42%	58%	0%	0%	12	1.58	30%
The board understands the difference between its policy and oversight roles and the roles of the chancellor and staff.	17%	56%	28%	0%	18	2.11	10%
The board and chancellor have a positive, cooperative relationship.	26%	68%	5%	0%	19	1.79	5%
The board understands its role and that of the chancellor, presidents, faculty, and staff.	21%	42%	32%	5%	19	2.21	5%
The board sustains a strong board/chancellor partnership and provides ongoing support for the chancellor to foster a strong partnership.	25%	75%	0%	0%	16	1.75	20%
The board completes the chancellor evaluation process and uses the results to strengthen the chancellor's performance and relationships.	39%	46%	15%	0%	13	1.77	35%
The board follows communication procedures with staff.	22%	56%	22%	0%	9	2.00	55%
Trustees work directly with community leaders and elected officials (local, state, national) to address issues/legislation that affect the college district.	25%	63%	13%	0%	16	1.88	20%
Community Relations – Advocacy							
Board members are knowledgeable about community college and state-related issues.	10%	70%	15%	5%	20	2.15	0%
The board acts as an advocate for community colleges.	20%	50%	25%	5%	20	2.15	0%
Board members participate actively in community activities.	13%	75%	13%	0%	16	2.00	20%
Board agendas include legislative and state policy issues that will impact the district.	21%	58%	16%	5%	19	2.05	5%
Board members act on behalf of the entire community.	19%	44%	31%	6%	16	2.25	15%
The board recognizes and celebrates positive accomplishments of the district and colleges.	30%	55%	10%	5%	20	1.90	0%
The board works to build a positive image of the district in the community.	32%	42%	21%	5%	19	2.00	5%
Board members adhere to policies for dealing with college, community citizens, and the media.	16%	74%	5%	5%	19	2.00	5%
The community and district employees are aware of who the elected trustees are and their role in district governance.	12%	53%	29%	6%	17	2.29	10%
Board Leadership, Ethics, and Standards of Conduct							
The board understands collective bargaining and its role in the process.	17%	61%	17%	6%	18	2.11	10%
The board practices appropriate collegial consultation (participatory governance).	16%	58%	21%	5%	19	2.16	5%
The board maintains confidentiality of privileged information.	29%	71%	0%	0%	17	1.71	15%
The board makes decisions in the best interest of students and the colleges.	21%	42%	26%	11%	19	2.26	5%
The board operates ethically without conflict of interest following established board policies.	17%	44%	17%	22%	18	2.44	10%
Board members participate in trustee development activities.	33%	58%	8%	0%	12	1.75	40%

Comparison of Results of the Community, Student and Staff's Evaluation of Board of Trustees' Operations and Performance, 2011-2012 (Respondents Who Regularly Attend Meetings)			
	% "strongly agree" or "agree"		% change from 2011
	2012 N=20	2011 N=17	
Board Organization and Operation			
Board meetings are conducted in a manner in which the purposes are achieved effectively and efficiently.	70%	93%	-23
Board members respect each others' opinions.	75%	93%	-18
The board conducts its meetings in compliance with state laws, including The Brown Act.	85%	94%	-9
Board members understand that they have no legal authority beyond board meetings.	85%	86%	-1
Board members regularly seek the opinion of the student trustee.	79%	79%	0
Policy Roles			
Board meetings focus on policy issues that relate to board responsibilities.	90%	94%	-4
The board focuses on policy in board discussion, not administrative matters.	75%	85%	-10
The board is knowledgeable about the mission and purpose of the institution.	80%	93%	-13
The board clearly delegates the administration of the colleges to the chancellor.	90%	94%	-4
The board ensures compliance with federal and state laws and measures for emergency response.	94%	100%	-6
Strategic Planning			
The board understands the budget process.	70%	66%	+4
The board gives adequate attention to the mission, goals, and future planning of the district.	60%	80%	-20
The board regularly develops and reviews goals for continuous improvement.	69%	78%	-9
The board has adopted a planning and evaluation process which assures that the educational needs of students and the community are effectively and efficiently met.	60%	73%	-13
The board understands the colleges' educational programs and services.	55%	80%	-25
The board is appropriately involved in defining the vision and goals of the district.	65%	93%	-28
The board understands the financial audit and accepts responsibility for implementation of its recommendations.	90%	94%	-4
The board understands the fiscal condition of the organization and provides fiscal oversight to assure the financial stability of the district.	80%	80%	0
The board understands the accreditation process and accepts responsibility for implementation of its recommendations.	65%	74%	-9

Results of the Community, Student and Staff's Evaluation of Board of Trustees' Operations and Performance, 2011-2012 (Respondents Who Regularly Attend Meetings)			
	% "strongly agree" or "agree"		% change from 2011
	2012 N=20	2011 N=17	
Board Relations with the Chancellor, Presidents, Faculty, and Staff			
The board reaches decisions on the basis of the study of available background data and consideration of the recommendation of the chancellor.	95%	100%	-5
The board keeps the chancellor informed of community contacts.	100%	100%	0
The board follows a procedure for annual evaluations of the chancellor.	100%	100%	0
The board understands the difference between its policy and oversight roles and the roles of the chancellor and staff.	73%	93%	-20
The board and chancellor have a positive, cooperative relationship.	94%	100%	-6
The board understands its role and that of the chancellor, presidents, faculty, and staff.	63%	93%	-30
The board sustains a strong board/chancellor partnership and provides ongoing support for the chancellor to foster a strong partnership.	100%	100%	0
The board completes the chancellor evaluation process and uses the results to strengthen the chancellor's performance and relationships.	85%	92%	-7
The board follows communication procedures with staff.	78%	89%	-11
Trustees work directly with community leaders and elected officials (local, state, national) to address issues/legislation that affect the college district.	88%	98%	-10
Community Relations – Advocacy			
Board members are knowledgeable about community college and state-related issues.	80%	94%	-14
The board acts as an advocate for community colleges.	70%	100%	-30
Board members participate actively in community activities.	88%	86%	+2
Board agendas include legislative and state policy issues that will impact the district.	79%	93%	-14
Board members act on behalf of the entire community.	63%	78%	-15
The board recognizes and celebrates positive accomplishments of the district and colleges.	85%	93%	-8
The board works to build a positive image of the district in the community.	74%	85%	-11
Board members adhere to policies for dealing with college, community citizens, and the media.	90%	100%	-10
The community and district employees are aware of who the elected trustees are and their role in district governance.	65%	71%	-6
Board Leadership, Ethics, and Standards of Conduct			
The board understands collective bargaining and its role in the process.	78%	100%	-22
The board practices appropriate collegial consultation (participatory governance).	74%	86%	-12
The board maintains confidentiality of privileged information.	100%	97%	+3
The board makes decisions in the best interest of students and the colleges.	63%	79%	-16
The board operates ethically without conflict of interest following established board policies.	61%	91%	-30
Board members participate in trustee development activities.	91%	96%	-5

2012 Comments of Respondents Who Regularly Attend Board Meetings

Board's greatest strengths:

- The board behaves very professionally and sets a collegial tone for the entire district.
- The board is effectively able to communicate with each other and the chancellor. They regularly recognize the good work of classified staff and students.
- The board is fiscally conservative during these difficult budget times.
- The board is adept at keeping relative peace among its members.
- The board members are committed to student success, acknowledging the services to the district by staff, and conveying an appearance of respect for each member's opinion.
- Board members make you feel so welcome and you feel like you belong. I was very nervous my first meeting and they were so open and nice that I quickly lost my nervousness.
- The board members work cooperatively with each other.
- The board is strong in Community Outreach.
- Direction
- While there may be differences of opinion we do not have a divisive board and that has been an asset. Several board members regularly support (financially and/or through their attendance) college events and community events and as such are visible. Several board members appear to genuinely listen to faculty & staff concerns particularly when these are presented during public comments.
- Interest in enriching the lives of the students
- For the most part, they are able to fulfill their role as non-partisan advocates for the district.
- Ability to avoid tough questions from students and faculty.
- The board members have a wide range of areas of expertise. They could use that to their advantage

Major accomplishments of the Board in the past year:

- Maintaining fiscal strength and establishing trustee area elections.
- Working well with the Chancellor, who is very knowledgeable about planning and accreditation. Some positive changes have occurred, including this self-evaluation.
- The board has not interfered with the workings of the colleges as it has in the past.
- Placing a bond measure for Santa Ana College on the ballot.
- Adopted a budget that keeps the district solvent.
- Trustee Ahari asked for Support on Prop 30 and board members agreed. (2)
- Improving facilities.
- Redistricting is the most important accomplishment of the board in the last year.
- The board approved to put a bond (Measure Q) on the November 2012 ballot.

Areas in which the Board could improve:

- Full transparency. It is painfully obvious that conversations and decision-making is occurring outside of the BOT meetings. The most obvious, but by no means isolated, was the recent Trustee appointment.
- The district-wide planning process needs to be improved in order to comply with accreditation standards. The board and administration have initiated this, but the board needs to complete the process by next year.
- The Board has become more politicized, and therefore polarized, of late. Perhaps we should keep in mind that this has no place in a public institution.
- The Board of Trustees might want to consider recognizing the good work of the faculty. These are the people that are the direct interface with the students and are the foundation of this district's reputation. Without their work there would be no need for a board because there would be no district.

It would be helpful if the board members tried to familiarize themselves with the programs offered at the colleges. Despite approving every program and course in both of the colleges' catalogs, it is clear that the board has members that do not understand what the colleges offer and how it affects accountability reports (like ARCC).

Board members should not be communicating with the media in a way that puts any negative spin on the district or its students. I heard one board member on a radio show who was not very complimentary of the students in our system. If a trustee speaks about community college students like that, how can we expect the community to respect what we do?

- Elect a new board president. Mr. Yarbrough is not a good board leader.
- Support our colleges over business interests and learn more about the budget and how it works. President Yarbrough should improve his speeches at the colleges and in the community so that they are not offensive, prejudiced, or marginalizing. Board members should not spend money on their conference travel when faculty has little to no resources for professional development. President Yarbrough should be more respectful to all board members even those with whom he does not agree.
- Travel less - due to budget constraints they should only travel when ABSOLUTELY necessary. They should not stay at luxury hotels and dine in expensive restaurants. They should be willing to publish their expenditure reports of travel for the public's information. If they have nothing to hide then they should have no problem with public disclosure. They should periodically request a report of ALL expenditures in the conference accounts - not just theirs but management staff at the sites (not to micro-manages but for knowledge of what is really going on).
- A couple board members are visibly "missing in action" from attending college functions or community events. Most board members have a basic understanding of our budget challenges but lack the details that provide a comprehensive context for how the cuts of the last few years have crippled the colleges and appear content to take the position of fiscal staff; some board members appear to discount faculty budget related expressed concerns (including year end balance questions & concerns). The current board president often comes across as arrogant.
- Engage in more professional development.
- The board needs to view information from the district administration with a more critical eye.
- Trustee travel budgets are out of control; Total disregard for students and lack of classes; Policies need to be directly related to the classroom. There is waste in excessive administrator salaries, too many administrators and too few staff and faculty.
- They need to make a better effort to get along with each other and recognize each others' strengths. It's obvious that some members are more popular than others. The president needs to write better commencement speeches that are positive and encouraging to our students. The BOT should have unanimously supported Prop 30. They need to be united in their public support of RSCCD.



Rancho Santiago Community College District (RSCCD) Community, Student and Staff Evaluation of Board of Trustees' Operations and Performance

November 2012

Background

The RSCCD Board of Trustees recognizes that it can better perform its policy-making and broad oversight roles if it annually reviews its own internal board operation and performance goals. Prior to the Board's self-evaluation meeting, a survey instrument was made available to individuals including (but not be limited to) the associated student government presidents, presidents of the academic senates, the college presidents, the chancellor, vice chancellors, representatives of the District's employee unions, and community members who serve on the District bond oversight committees or foundations as they regularly interact with board members. Input from these individuals will be used by the Board in conjunction with various planning activities to assess the degree to which goals have been met and to continue to refine its planning processes and policies.

The survey instrument was disseminated online to eighty-nine individuals; 52 surveys were completed (a 58% response rate): 5 students, 34 faculty/staff members, 8 community members, and 5 who did not report their affiliation with the District or its colleges. Thirty-eight percent of respondents reported that they regularly attend Board of Trustees meetings; 25% reported that they occasionally attend, 19% rarely, 8% never attend, and 10% did not respond to this question.

Summary of Findings

The Board is most highly rated (98%-100% of respondents "agree" or "strongly agree") for:

- Ensuring compliance with federal and state laws and measures for emergency response (mean rating 1.74),
- Sustaining a strong board/chancellor process and providing ongoing support for the chancellor to foster a strong partnership (mean rating 1.74),
- Maintaining confidentiality of privileged information (mean rating 1.63),
- Keeping the chancellor informed of community contacts (mean rating 1.67), and
- Following a procedure for annual evaluations of the chancellor (mean rating 1.69).

The Board is rated lowest on understanding the college's educational programs and services (mean rating of 2.21); 72% of respondents "agree" or "strongly agree."

Comparisons with 2009 Findings:

In making comparisons between 2009 and 2012 responses, it is important to note that the number of respondents from one survey year to the next was quite different (14 for 2009 and 52 for 2012) and that percentages may fluctuate widely due to the low response counts.

The greatest improvements in "strongly agree" or "agree" responses since the 2009 evaluation survey are:

- Following a procedure for annual evaluations of the chancellor (+42 percentage points),
- Maintaining confidentiality of privileged information (+33 percentage points),
- Understanding they have no legal authority beyond board meetings (+31 percentage points), and
- Actively participating in community activities (+31 percentage points).

The greatest declines in comparison to the 2009 evaluation survey are:

- Being knowledgeable about the mission and purpose of the institution (-13 percentage points),
- Making decisions in the best interest of students and the colleges (-12 percentage points), and
- Understanding collective bargaining and its role in the process (-12 percentage points).

Other Findings:

A significant proportion of survey respondents (over 40%) indicated "not applicable or don't know" as their responses to questions about board relations with District staff and leadership, ethics and standards of conduct:

- Keeping the chancellor informed of community contacts (46%),
- Following communication procedures with staff (42%),
- board member participation in trustee development activities (42%), and
- Completing the chancellor evaluation process and using the results to strengthen chancellor's performance and relationships (40%).

Attention may be needed to develop and/or promote a better understanding of these issues.

Detail data follows.

Detail of Findings

2012 Results of the Community, Student and Staff's Evaluation of Board of Trustees' Operations and Performance							
	Distribution of Valid Responses				Total # Respondents	Average Rating (excluding n/a)	Not applicable or don't know
	Strongly Agree	Agree	Disagree	Strongly Disagree			
	1	2	3	4			
Board Organization and Operation							
Board meetings are conducted in a manner in which the purposes are achieved effectively and efficiently.	27%	53%	18%	2%	45	1.96	12%
Board members respect each others' opinions.	20%	70%	11%	0%	46	1.91	8%
The board conducts its meetings in compliance with state laws, including The Brown Act.	44%	44%	7%	5%	43	1.72	15%
Board members understand that they have no legal authority beyond board meetings.	20%	66%	10%	5%	41	2.00	19%
Board members regularly seek the opinion of the student trustee.	30%	53%	13%	5%	40	1.93	21%
Policy Role							
Board meetings focus on policy issues that relate to board responsibilities.	14%	80%	7%	0%	44	1.93	10%
The board focuses on policy in board discussion, not administrative matters.	15%	68%	17%	0%	41	2.02	14%
The board is knowledgeable about the mission and purpose of the institution.	28%	59%	9%	4%	46	1.89	4%
The board clearly delegates the administration of the colleges to the chancellor.	30%	61%	7%	2%	44	1.82	8%
The board ensures compliance with federal and state laws and measures for emergency response.	28%	70%	2%	0%	43	1.74	10%
Strategic Planning							
The board understands the budget process.	16%	60%	22%	2%	45	2.11	6%
The board gives adequate attention to the mission, goals, and future planning of the district.	16%	62%	20%	2%	45	2.09	6%
The board regularly develops and reviews goals for continuous improvement.	18%	62%	17%	3%	40	2.05	15%
The board has adopted a planning and evaluation process which assures that the educational needs of students and the community are effectively and efficiently met.	16%	59%	21%	5%	44	2.14	8%
The board understands the colleges' educational programs and services.	15%	57%	19%	9%	47	2.21	2%
The board is appropriately involved in defining the vision and goals of the district.	20%	62%	13%	4%	45	2.02	6%
The board understands the financial audit and accepts responsibility for implementation of its recommendations.	21%	69%	7%	2%	42	1.90	10%
The board understands the fiscal condition of the organization and provides fiscal oversight to assure the financial stability of the district.	22%	59%	15%	4%	46	2.02	4%
The board understands the accreditation process and accepts responsibility for implementation of its recommendations.	14%	66%	18%	2%	44	2.09	5%

**2012 Results of the Community, Student and Staff's Evaluation of
Board of Trustees' Operations and Performance**

	Distribution of Valid Responses				Total # Respondents	Average Rating (excluding n/a)	Not applicable or don't know
	Strongly Agree	Agree	Disagree	Strongly Disagree			
	1	2	3	4			
Board Relations with the Chancellor, Presidents, Faculty, and Staff							
The board reaches decisions on the basis of the study of available background data and consideration of the recommendation of the chancellor.	18%	79%	3%	0%	38	1.84	17%
The board keeps the chancellor informed of community contacts.	33%	67%	0%	0%	24	1.67	46%
The board follows a procedure for annual evaluations of the chancellor.	31%	69%	0%	0%	24	1.69	31%
The board understands the difference between its policy and oversight roles and the roles of the chancellor and staff.	13%	73%	15%	0%	40	2.03	15%
The board and chancellor have a positive, cooperative relationship.	26%	72%	3%	0%	39	1.77	17%
The board understands its role and that of the chancellor, presidents, faculty, and staff.	16%	63%	19%	2%	43	2.07	10%
The board sustains a strong board/chancellor partnership and provides ongoing support for the chancellor to foster a strong partnership.	26%	74%	0%	0%	35	1.74	25%
The board completes the chancellor evaluation process and uses the results to strengthen the chancellor's performance and relationships.	33%	59%	7%	0%	27	1.74	40%
The board follows communication procedures with staff.	27%	62%	12%	0%	26	1.85	42%
Trustees work directly with community leaders and elected officials (local, state, national) to address issues/legislation that affect the college district.	21%	71%	9%	0%	34	1.88	27%
Community Relations – Advocacy							
Board members are knowledgeable about community college and state-related issues.	23%	66%	9%	2%	44	1.91	8%
The board acts as an advocate for community colleges.	26%	54%	15%	4%	46	1.98	4%
Board members participate actively in community activities.	16%	78%	5%	0%	37	1.89	21%
Board agendas include legislative and state policy issues that will impact the district.	23%	65%	9%	2%	43	1.83	8%
Board members act on behalf of the entire community.	27%	51%	19%	3%	37	1.97	19%
The board recognizes and celebrates positive accomplishments of the district and colleges.	38%	55%	4%	2%	47	1.70	2%
The board works to build a positive image of the district in the community.	34%	55%	9%	2%	44	1.80	6%
Board members adhere to policies for dealing with college, community citizens, and the media.	21%	68%	7%	5%	44	1.95	8%
The community and district employees are aware of who the elected trustees are and their role in district governance.	19%	58%	19%	5%	43	2.09	8%

**2012 Results of the Community, Student and Staff's Evaluation of
Board of Trustees' Operations and Performance**

	Distribution of Valid Responses				Total # Respondents	Average Rating (excluding n/a)	Not applicable or don't know
	Strongly Agree	Agree	Disagree	Strongly Disagree			
	1	2	3	4			
Board Leadership, Ethics, and Standards of Conduct							
The board understands collective bargaining and its role in the process.	15%	73%	7%	5%	41	2.02	4%
The board practices appropriate collegial consultation (participatory governance).	17%	64%	17%	2%	42	2.05	10%
The board maintains confidentiality of privileged information.	37%	63%	0%	0%	38	1.63	19%
The board makes decisions in the best interest of students and the colleges.	20%	56%	18%	7%	45	2.11	6%
The board operates ethically without conflict of interest following established board policies.	25%	50%	13%	13%	40	2.13	15%
Board members participate in trustee development activities.	31%	62%	4%	4%	26	1.81	42%

**Results of the Community, Student and Staff's Evaluation of
Board of Trustees' Operations and Performance, 2009-2012**

	% "strongly agree" or "agree"				% change from 2009
	2012 N=52	2011 N=32	2010 N=46	2009 N=14	
Board Organization and Operation					
Board meetings are conducted in a manner in which the purposes are achieved effectively and efficiently.	80%	93%	89%	89%	-9
Board members respect each others' opinions.	90%	96%	89%	78%	+12
The board conducts its meetings in compliance with state laws, including The Brown Act.	88%	94%	81%	100%	-12
Board members understand that they have no legal authority beyond board meetings.	86%	87%	79%	55%	+31
Board members regularly seek the opinion of the student trustee.	83%	82%	60%	57%	+26
Policy Role					
Board meetings focus on policy issues that relate to board responsibilities.	94%	97%	92%	77%	+17
The board focuses on policy in board discussion, not administrative matters.	83%	80%	73%	55%	+28
The board is knowledgeable about the mission and purpose of the institution.	87%	94%	92%	100%	-13
The board clearly delegates the administration of the colleges to the chancellor.	91%	97%	79%	80%	+11
The board ensures compliance with federal and state laws and measures for emergency response.	98%	100%	98%	89%	+9
Strategic Planning					
The board understands the budget process.	76%	64%	87%	80%	-4
The board gives adequate attention to the mission, goals, and future planning of the district.	78%	81%	87%	89%	-11
The board regularly develops and reviews goals for continuous improvement.	80%	83%	75%	63%	+17
The board has adopted a planning and evaluation process which assures that the educational needs of students and the community are effectively and efficiently met.	75%	70%	77%	60%	+15
The board understands the colleges' educational programs and services.	72%	77%	74%	60%	+12
The board is appropriately involved in defining the vision and goals of the district.	82%	87%	86%	66%	+16
The board understands the financial audit and accepts responsibility for implementation of its recommendations.	90%	93%	97%	89%	+1
The board understands the fiscal condition of the organization and provides fiscal oversight to assure the financial stability of the district.	81%	78%	92%	89%	-8
The board understands the accreditation process and accepts responsibility for implementation of its recommendations.	80%	83%	80%	70%	+10

**Results of the Community, Student and Staff's Evaluation of
Board of Trustees' Operations and Performance, 2009-2012**

	% "strongly agree" or "agree"				% change from 2009
	2012 N=52	2011 N=32	2010 N=46	2009 N=14	
Board Relations with the Chancellor, Presidents, Faculty, and Staff					
The board reaches decisions on the basis of the study of available background data and consideration of the recommendation of the chancellor.	97%	96%	88%	70%	+27
The board keeps the chancellor informed of community contacts.	100%	100%	100%	88%	+12
The board follows a procedure for annual evaluations of the chancellor.	100%	100%	88%	58%	+42
The board understands the difference between its policy and oversight roles and the roles of the chancellor and staff.	86%	89%	76%	63%	+23
The board and chancellor have a positive, cooperative relationship.	98%	96%	100%	78%	+20
The board understands its role and that of the chancellor, presidents, faculty, and staff.	79%	93%	78%	70%	+9
The board sustains a strong board/chancellor partnership and provides ongoing support for the chancellor to foster a strong partnership.	100%	100%	93%	78%	+22
The board completes the chancellor evaluation process and uses the results to strengthen the chancellor's performance and relationships.	92%	90%	85%	72%	+20
The board follows communication procedures with staff.	89%	83%	67%	66%	+23
Trustees work directly with community leaders and elected officials (local, state, national) to address issues/legislation that affect the college district.	92%	92%	88%	77%	+15
Community Relations – Advocacy					
Board members are knowledgeable about community college and state-related issues.	89%	87%	91%	89%	0
The board acts as an advocate for community colleges.	80%	97%	97%	87%	-7
Board members participate actively in community activities.	94%	82%	79%	63%	+31
Board agendas include legislative and state policy issues that will impact the district.	88%	93%	84%	78%	+10
Board members act on behalf of the entire community.	78%	76%	74%	67%	+11
The board recognizes and celebrates positive accomplishments of the district and colleges.	93%	96%	95%	88%	+5
The board works to build a positive image of the district in the community.	89%	90%	91%	88%	+1
Board members adhere to policies for dealing with college, community citizens, and the media.	89%	100%	86%	76%	+13
The community and district employees are aware of who the elected trustees are and their role in district governance.	77%	69%	58%	56%	+21
Board Leadership, Ethics, and Standards of Conduct					
The board understands collective bargaining and its role in the process.	88%	100%	74%	100%	-12
The board practices appropriate collegial consultation (participatory governance).	81%	86%	82%	76%	+5
The board maintains confidentiality of privileged information.	100%	97%	94%	67%	+33
The board makes decisions in the best interest of students and the colleges.	76%	79%	70%	88%	-12
The board operates ethically without conflict of interest following established board policies.	75%	91%	87%	67%	+8
Board members participate in trustee development activities.	93%	96%	90%	84%	+9

2012 Respondents' Comments

Board's greatest strengths:

- The ability to get through a meeting effectively and quickly, moving from item to item in a swift way.
- I believe the board's greatest strength is its understanding that it must act as a conduit for the students, and once a decision has been reached, it follows suit by advocating on behalf of whatever said decision entails.
- The leadership qualities that they bring to the job. (2)
- The board behaves very professionally and sets a collegial tone for the entire district.
- Concern for the students (2)
- The board is effectively able to communicate with each other and the chancellor. They regularly recognize the good work of classified staff and students.
- The board is fiscally conservative during these difficult budget times.
- The board is adept at keeping relative peace among its members.
- The board is strong in Community Outreach.
- The board members work cooperatively with each other.
- The board members are committed to student success, acknowledging the services to the district by staff (2), and convey an appearance of respect for each member's opinion.
- Board members make you feel so welcome and you feel like you belong. I was very nervous my first meeting and they were so open and nice that I quickly lost my nervousness
- While there may be differences of opinion we do not have a divisive board and that has been an asset. Several board members regularly support (financially and/or through their attendance) college events and community events and as such are visible. Several board members appear to genuinely listen to faculty & staff concerns particularly when these are presented during public comments.
- Open meetings
- Ability to communicate and effectively function as a group.
- For the most part, they are able to fulfill their role as non-partisan advocates for the district.
- The Board is very student centered and supportive of the faculty.
- Active, personable members who invest in their communities
- John Hanna; Those moments when members are on campuses, observing and appreciating the actual work of the colleges; Bringing in resources to the colleges and their students (when that happens)
- Ability to avoid tough questions from students and faculty.
- The board members have a wide range of areas of expertise. They could use that to their advantage

Major accomplishments of the Board in the past year:

- Passing resolutions in support of the Middle Class Scholarship Act.
- Approval of resolutions pertaining to the Middle Class Scholarship Act, Prop 30, and generally looking out for the best interest of their constituents, the students like myself. I truly appreciate it.
- Being able to lead in a very difficult budget year.
- Maintaining fiscal strength and establishing trustee area elections.
- Working well with the Chancellor, who is very knowledgeable about planning and accreditation. Some positive changes have occurred, including this self-evaluation.
- Keeping the construction projects going forward and keeping the doors open. (2)
- The board has not interfered with the workings of the colleges as it has in the past.

- Placing a bond measure for Santa Ana College on the ballot
- Adopted a budget that keeps the district solvent.
- Trustee Ahari asked for Support on Prop 30 and board members agreed. (2)
- Approving FARSSCD Contract.
Approving new Budget Model & its implementation.
Supporting the Chancellors vision for RSCCD.
- Redistricting is the most important accomplishment of the board in the last year.
- The board approved to put a bond (Measure Q) on the November 2012 ballot.
- Manage the division and disbursement of the RSCCD endowment fairly between SAC and SCC
- They mostly stay out of the way of the day-to-day operations. That's good. However, they still signed off on labor negotiations that distributed raises in the current economic climate and political setting in Sacramento. Probably bad.
- Recovering from an underwhelming accreditation report.

Areas in which the Board could improve:

- Full transparency. It is painfully obvious that conversations and decision-making is occurring outside of the BOT meetings. The most obvious, but by no means isolated, was the recent Trustee appointment.
- To definitely seek the input of students. The board needs to be a little more personable, as some students are intimidated. The board members however, do try to speak to students during meetings, so they are approachable.
- I would love to see board members ask not only for participation from the student trustee, but engage student populations themselves.
- Help get the two colleges back up to where students are able to get their classes that they need to move on to a university.
- The district-wide planning process needs to be improved in order to comply with accreditation standards. The board and administration have initiated this, but the board needs to complete the process by next year.
- The Board has become more politicized, and therefore polarized, of late. Perhaps we should keep in mind that this has no place in a public institution.
- The board of trustees might want to consider recognizing the good work of the faculty. These are the people that are the direct interface with the students and are the foundation of this district's reputation. Without their work there would be no need for a board because there would be no district.

It would be helpful if the board members tried to familiarize themselves with the programs offered at the colleges. Despite approving every program and course in both of the colleges' catalogs, it was clear that the board had members that did not understand what the colleges offered and how it affected accountability reports (like ARCC).

- Board members should not be communicating with the media in a way that puts any negative spin on the district or its students. I heard one board member on a radio show and they were not very complimentary of the students in our system. If a trustee would speak about community college students like that, how can we expect the community to respect what we do?
- Elect a new board president. Mr. Yarbrough is not a good board leader.
- Support our colleges over business interests and learn more about the budget and how it works. President Yarbrough should improve his speeches at the colleges and in the community so that they are not offensive, prejudiced, or marginalizing. Board members should not spend money on their conference travel when faculty has little to no resources for professional development. President Yarbrough should be more respectful to all board members even those with whom he does not agree.

- Travel less - due to budget constraints they should only travel when ABSOLUTELY necessary. (2) They should not stay at luxury hotels and dine in expensive restaurants. They should be willing to publish their expenditure reports of travel for the public's information. If they have nothing to hide then they should have no problem with public disclosure. They should periodically request a report of ALL expenditures in the conference accounts - not just theirs but management staff at the sites (not to micro-manage but for knowledge of what is really going on).
- Phil Yarbrough is an embarrassment as far as a representative of the college. At two commencements, I witnessed him address the audience in an insensitive, inappropriate way while promoting a personal agenda. His role at commencement is to welcome the audience to the event. Not single out certain ethnicities or promote a political or religious stance. Twice I have been embarrassed and angered by his messages. COMMENCEMENT IS NOT THE PLACE FOR THIS. Do not let him speak again. Second, President Yarbrough has addressed the academic senates with the intention of being transparent and under the assumption that he cares and wants to have a strong relationship with the faculty. Each time, I have come away knowing less than when I arrived. His behavior and demeanor appears contrite and his answers are not answers, rather platitudes.

I am upset that some members of the BOT do not have our best interests at heart. Voting for small business as opposed to education? WHAT?!?! If you can't support us, get off the BOT. We need trustees who are here for us.

- A couple board members are visibly "missing in action" from attending college functions or community events. Most board members have a basic understanding of our budget challenges but lack the details that provide a comprehensive context for how the cuts of the last few years have crippled the colleges and appear content to take the position of fiscal staff; some board members appear to discount faculty budget related expressed concerns (including year end balance questions & concerns). The current board president often comes across as arrogant.
- Schedule community presentations before their closed sessions.
- Separating individual trustee perspectives from the vision of the district & colleges.
- Engage in more professional development.
- I think that some budget presentations made to the Board are confusing or misleading. I don't know that there is anything the Board can do to rectify this situation as they rely of District employees to provide clear and accurate fiscal information.
- The board needs to view information from the district administration with a more critical eye. The board needs to analyze the budget more critically and ask pertinent questions.
- Perhaps more "team" leadership demonstrated to the wider community.
- Supporting the autonomy of the colleges and creating an equitable funding formula.
- Next time, hire a chancellor who is a LEADER. The current chancellor does NOTHING, has virtually NOTHING to say, and seems to possess NO vision.
- Informal presence and visibility on campus; Awareness and advocacy (when appropriate) concerning budgetary needs of the colleges and students; cease use of public/campus functions (especially graduations) for the advancement of their personal political beliefs and/or objectives.
- Total disregard for students and lack of classes; Policies need to be directly related to the classroom. There is waste in excessive administrator salaries, too many administrators and too few staff and faculty.
- They need to make a better effort to get along with each other and recognize each others' strengths. It's obvious that some members are more popular than others. The president needs to write better commencement speeches that are positive and encouraging to our students. The BOT should have unanimously supported Prop 30. They need to be united in their public support of RSCCD.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santa Ana College – Human Services and Technology Division**

To:	Board of Trustees	Date: November 13, 2012
Re:	Approval of New OTA Agreement – Totally Kids Specialty Healthcare	
Action:	Request for Approval	

BACKGROUND

The Occupational Therapy Assistant Program of Santa Ana College is required to offer all program students Fieldwork opportunities at sites throughout the community in order to gain practical field experience. This is necessary to apply the knowledge and skills they have learned in their college classes. This is a new agreement for the Occupational Therapy Assistant program. The OTA Program will place no students at the site prior to Board approval.

ANALYSIS

This clinical affiliation agreement covers the scope of program operations at the facility, as well as insurance and other issues relating to the liability of both parties. This agreement shall be effective until termination by written notice of either party. The agreement has been reviewed by Dean Simon B. Hoffman and college staff. It carries no costs or other financial arrangements.

RECOMMENDATION

It is recommended that the Board of Trustees approve this agreement with Totally Kids Healthcare in Sun Valley, California.

Fiscal Impact:	None	Board Date: November 13, 2012
Prepared by:	Linda D. Rose, Ed.D., Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by:	Erlinda J. Martinez, Ed. D., President, Santa Ana College	
Recommended by:	Raúl Rodriguez, Ph.D., Chancellor, RSCCD	

A G R E E M E N T

Occupational Therapy Assistant Program

THIS AGREEMENT is made and entered into the 22nd day of October, 2012 by and between **Totally Kids Specialty Healthcare**, hereinafter called the Agency, and **Rancho Santiago Community College District** on behalf of **Santa Ana College**, hereinafter called the District.

PART I. BASIS AND PURPOSE OF AGREEMENT

WITNESSETH:

WHEREAS, the District and Agency acknowledge a public obligation to contribute to Occupational Therapy Assistant Program education for the benefit for students and to meet community needs.

WHEREAS, the District provides programs in Occupational Therapy Assistant Program education, which require clinical experience for students, enrolled in these programs.

WHEREAS, the Agency has facilities suitable for the clinical needs of the District programs in the Occupational Therapy Assistant Program.

WHEREAS, it is to the benefit of both District and Agency that Occupational Therapy Assistant Program students have opportunities for clinical experience to enhance their capabilities as practitioners.

NOW, THEREFORE, the District and Agency do covenant and agree as follows:

PART II. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE COLLEGE

A. For the Program in General

1. The District will assume full responsibility for offering Occupational Therapy Assistant Program education programs eligible for accreditation by the appropriate State Board.
2. District faculty members may be invited to serve as voluntary resource persons to the Agency staff by serving on Occupational Therapy Assistant Program care committees, by sharing knowledge as clinical experts, and by participation in other matters dealing with the quality of patient care.
3. For Background clearance
The District shall inform The Occupational Therapy Assistant Program students of the Background Check requirement and their responsibility of payment.

4. For Student Workmen's Compensation:
The District shall carry Workmen's Compensation Insurance on students of the District during clinical assignment, and keep records of clinical attendance for audit by the State Workmen's Compensation Insurance Fund.

B. For Program Planning

1. The District will initiate the development of mutually acceptable clinical instruction plans for using the Agency's clinical areas to meet the educational goals of Occupational Therapy Assistant Program curricula. These plans will be made available to the Agency at a mutually agreed upon time prior to the beginning of the school term and subject to revision in instances of conflicts with agency patient care responsibilities and/or District interests.
2. The District has the privilege of regularly scheduled meetings with Agency staff, including both selected Agency personnel and administrative level representatives for the purpose of interpreting, discussing, and evaluating the educational program in occupational therapy.

C. For Occupational Therapy Assistant Program Students

1. The District will be responsible for assuring that Occupational Therapy Assistant Program students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness, and shall provide certification that the Occupational Therapy Assistant Program students have been immunized against the common communicable diseases.

PART III. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY

A. For the Program in General

1. The Agency will maintain the standards, which make it eligible for approval as a clinical area for instruction in accredited Occupational Therapy Assistant Program programs. To further this, the Agency agrees to provide and maintain personnel who are in its opinion, capable and qualified in those divisions in which students are placed.
2. The administration of the service and patient care at the Agency shall be the responsibility of and under the control and supervision of the Agency and shall be administered through the Agency and shall be administered through the Agency staff.
3. The Agency will designate a staff member who will function as Education Coordinator for Occupational Therapy Assistant Program education uses of the Agency facilities, including joint planning and representatives of all involved Occupational Therapy Assistant Program programs.

4. The Agency will provide orientation for students and faculty to familiarize them with Agency policies and facilities before assigning them to duties at the Agency.
5. The Agency will permit its employees to participate in the educational program as resource persons and clinical experts provided such participation does not interfere with assigned duties.
6. The Agency will permit the faculty and students of the District to use its patient care and patient service facilities for clinical education according to approved curricula.
7. The Agency will confer with the District prior to making a commitment for new or expanded use of its clinical facilities by any other Occupational Therapy Assistant Program that interfere with current student placement.

B. For Services and Facilities

1. The Agency will permit the educational use of such supplies and equipment as are commonly available for patient care.
2. The Agency will permit use of the following facilities and services by District Occupational Therapy Assistant Program students and faculty at such times and to the degrees considered feasible by the agency.
 - a. Parking areas.
 - b. Locker, storage and dressing facilities.
 - c. Same food services as are available for Agency staff.
 - d. First aid treatment with written consent required for minors.
 - e. Access to sources of information for education purposes such as:
 1. Patient's chart.
 2. Procedure guides policy manuals.
 3. Medical dictionaries, pharmacology references, and other references suitable to the clinical area.
 4. Books and periodicals in the Medical library.

C. For the Control of District Personnel

1. The Agency may refuse access to its clinical areas to Occupational Therapy Assistant Program students or district faculty who do not meet its employee standards for safety, health, cooperation, or ethical behavior pending investigation and resolution of the matter by the Agency and the District.

PART IV.

JOINT RESPONSIBILITIES AND PRIVILEGES

A. For publications

1. Publication by District faculty, or Agency staff members of any material relative to their clinical experience, that has not been approved for release by the District and Agency signers of this agreement, is prohibited.

B. Insurance:

Without limiting the indemnification obligations stated below, each party to the Agreement shall maintain and secure at its own expense comprehensive general liability, property damage insurance, and professional liability of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate, and said policy shall remain in full force and effect during the term hereof. Thirty (30) days written notice shall be provided to the other party prior to cancellation, or reduction in said insurance. Upon request, the requesting party shall be provided a copy of said policy.

C. Indemnification

All parties to this Agreement shall agree to defend, indemnify, and hold harmless the

other party, its officers, agents, employees, students and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, students or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.

PART V.

STATUS OF OCCUPATIONAL THERAPY ASSISTANT STUDENTS

- A. Occupational Therapy Assistant Program students shall have the status as learners and shall not be considered to be Agency employees nor shall they replace Agency staff. Any service rendered by the student during the experience is to be considered in addition to planned patient care in that area. Clinical experience will be conducted as a laboratory learning experience. The Agency will provide regular staffing for patient care in areas where students are obtaining clinical experience.
- B. Occupational Therapy Assistant Program students are subject to the authority, policies, and regulations of the district. They are also subject, during clinical assignment, to applicable agency regulations and must conform to the same standards as are for Agency employees in matters relating to the welfare of patients and general Agency operations.
- C. Occupational Therapy Assistant Program students shall be responsible for proper coverage in regard to malpractice insurance, or any other liability insurance that might be required by either the District or the Agency.

- D. The District will be responsible for assuring that health care students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness.

PART VI. PERIOD OF AGREEMENT, TERMINATION

- A. This agreement shall be effective as of the date signed, and shall continue in effect for five years, unless terminated earlier by written notice of either party. Either party to this Agreement may, in its sole discretion, terminate this Agreement with or without cause by giving the other party at least 30 days' prior written notice. In the event the Agreement is terminated for cause, all of the obligations of the terminating party shall be waived immediately upon written notice of termination. In the event of termination without cause, the parties agree to fulfill their respective obligations associated with the current term or semester, prior to such termination becoming effective.

IN WITNESS WHEREOF, the said parties have hereunto set their hands:

BBK
**District: Rancho Santiago Community
College District**

**Agency: Totally Kids Specialty
Healthcare**

**Rancho Santiago Community College District
2323 North Broadway
Santa Ana, CA 92706**

**Totally Kids Specialty Healthcare
10716 La Tuna Canyon Road
Sun Valley, Ca 91352**

Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services

Michelle Nydam
Administrator

Date: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Human Services and Technology Division

To:	Board of Trustees	Date: November 13, 2012
Re:	Approval of OTA Agreement Renewal – Greco’s World	
Action:	Request for Approval	

BACKGROUND

The Occupational Therapy Assistant Program of Santa Ana College is required to offer all program students Fieldwork opportunities at sites throughout the community in order to gain practical field experience. This is necessary to apply the knowledge and skills they have learned in their college classes. This is an agreement renewal for the Occupational Therapy Assistant program. The OTA Program will place no students at the site prior to Board approval.

ANALYSIS

This clinical affiliation agreement covers the scope of program operations at the facility, as well as insurance and other issues relating to the liability of both parties. This agreement shall be effective for five (5) years or until termination by written notice of either party. The agreement has been reviewed by Dean Simon B. Hoffman and college staff. It carries no costs or other financial arrangements.

RECOMMENDATION

It is recommended that the Board of Trustees approve this agreement with Greco’s World in Culver City, California.

Fiscal Impact:	None	Board Date: November 13, 2012
Prepared by:	Linda D. Rose, Ed.D., Vice President of Academic Affairs Simon B. Hoffman , Dean of Human Services & Technology	
Submitted by:	Erlinda J. Martinez, Ed. D., President, Santa Ana College	
Recommended by:	Raúl Rodriguez, Ph.D., Chancellor, RSCCD	

AGREEMENT

Occupational Therapy Assistant Program

THIS AGREEMENT is made and entered into the 18th day of October, 2012 by and between Greco's World, hereinafter called the Agency, and Rancho Santiago Community College District on behalf of Santa Ana College, hereinafter called the District.

PART I. BASIS AND PURPOSE OF AGREEMENT

WITNESSETH:

WHEREAS, the District and Agency acknowledge a public obligation to contribute to Occupational Therapy Assistant Program education for the benefit for students and to meet community needs.

WHEREAS, the District provides programs in Occupational Therapy Assistant Program education, which require clinical experience for students, enrolled in these programs.

WHEREAS, the Agency has facilities suitable for the clinical needs of the District programs in the Occupational Therapy Assistant Program.

WHEREAS, it is to the benefit of both District and Agency that Occupational Therapy Assistant Program students have opportunities for clinical experience to enhance their capabilities as practitioners.

NOW, THEREFORE, the District and Agency do covenant and agree as follows:

PART II. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE COLLEGE

A. For the Program in General

1. The District will assume full responsibility for offering Occupational Therapy Assistant Program education programs eligible for accreditation by the appropriate State Board.
2. District faculty members may be invited to serve as voluntary resource persons to the Agency staff by serving on Occupational Therapy Assistant Program care committees, by sharing knowledge as clinical experts, and by participation in other matters dealing with the quality of patient care.
3. For Background clearance
The District shall inform The Occupational Therapy Assistant Program students of the Background Check requirement and their responsibility of payment.

4. For Student Workmen's Compensation:
The District shall carry Workmen's Compensation Insurance on students of the District during clinical assignment, and keep records of clinical attendance for audit by the State Workmen's Compensation Insurance Fund.

B. For Program Planning

1. The District will initiate the development of mutually acceptable clinical instruction plans for using the Agency's clinical areas to meet the educational goals of Occupational Therapy Assistant Program curricula. These plans will be made available to the Agency at a mutually agreed upon time prior to the beginning of the school term and subject to revision in instances of conflicts with agency patient care responsibilities and/or District interests.
2. The District has the privilege of regularly scheduled meetings with Agency staff, including both selected Agency personnel and administrative level representatives for the purpose of interpreting, discussing, and evaluating the educational program in occupational therapy.

C. For Occupational Therapy Assistant Program Students

1. The District will be responsible for assuring that Occupational Therapy Assistant Program students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness, and shall provide certification that the Occupational Therapy Assistant Program students have been immunized against the common communicable diseases.

PART III. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY

A. For the Program in General

1. The Agency will maintain the standards, which make it eligible for approval as a clinical area for instruction in accredited Occupational Therapy Assistant Program programs. To further this, the Agency agrees to provide and maintain personnel who are in its opinion, capable and qualified in those divisions in which students are placed.
2. The administration of the service and patient care at the Agency shall be the responsibility of and under the control and supervision of the Agency and shall be administered through the Agency and shall be administered through the Agency staff.
3. The Agency will designate a staff member who will function as Education Coordinator for Occupational Therapy Assistant Program education uses of the Agency facilities, including joint planning and representatives of all involved Occupational Therapy Assistant Program programs.

4. The Agency will provide orientation for students and faculty to familiarize them with Agency policies and facilities before assigning them to duties at the Agency.
5. The Agency will permit its employees to participate in the educational program as resource persons and clinical experts provided such participation does not interfere with assigned duties.
6. The Agency will permit the faculty and students of the District to use its patient care and patient service facilities for clinical education according to approved curricula.
7. The Agency will confer with the District prior to making a commitment for new or expanded use of its clinical facilities by any other Occupational Therapy Assistant Program that interfere with current student placement.

B. For Services and Facilities

1. The Agency will permit the educational use of such supplies and equipment as are commonly available for patient care.
2. The Agency will permit use of the following facilities and services by District Occupational Therapy Assistant Program students and faculty at such times and to the degrees considered feasible by the agency.
 - a. Parking areas.
 - b. Locker, storage and dressing facilities.
 - c. Same food services as are available for Agency staff.
 - d. First aid treatment with written consent required for minors.
 - e. Access to sources of information for education purposes such as:
 1. Patient's chart.
 2. Procedure guides policy manuals.
 3. Medical dictionaries, pharmacology references, and other references suitable to the clinical area.
 4. Books and periodicals in the Medical library.

C. For the Control of District Personnel

1. The Agency may refuse access to its clinical areas to Occupational Therapy Assistant Program students or district faculty who do not meet its employee standards for safety, health, cooperation, or ethical behavior pending investigation and resolution of the matter by the Agency and the District.

PART IV.

JOINT RESPONSIBILITIES AND PRIVILEGES

A. For publications

1. Publication by District faculty, or Agency staff members of any material relative to their clinical experience, that has not been approved for release by the District and Agency signers of this agreement, is prohibited.

B. Insurance:

Without limiting the indemnification obligations stated below, each party to the Agreement shall maintain and secure at its own expense comprehensive general liability, property damage insurance, and professional liability of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate, and said policy shall remain in full force and effect during the term hereof. Thirty (30) days written notice shall be provided to the other party prior to cancellation, or reduction in said insurance. Upon request, the requesting party shall be provided a copy of said policy.

C. Indemnification

All parties to this Agreement shall agree to defend, indemnify, and hold harmless the

other party, its officers, agents, employees, students and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, students or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.

PART V.

STATUS OF OCCUPATIONAL THERAPY ASSISTANT STUDENTS

- A. Occupational Therapy Assistant Program students shall have the status as learners and shall not be considered to be Agency employees nor shall they replace Agency staff. Any service rendered by the student during the experience is to be considered in addition to planned patient care in that area. Clinical experience will be conducted as a laboratory learning experience. The Agency will provide regular staffing for patient care in areas where students are obtaining clinical experience.
- B. Occupational Therapy Assistant Program students are subject to the authority, policies, and regulations of the district. They are also subject, during clinical assignment, to applicable agency regulations and must conform to the same standards as are for Agency employees in matters relating to the welfare of patients and general Agency operations.
- C. Occupational Therapy Assistant Program students shall be responsible for proper coverage in regard to malpractice insurance, or any other liability insurance that might be required by either the District or the Agency.

- D. The District will be responsible for assuring that health care students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness.

PART VI. PERIOD OF AGREEMENT, TERMINATION

- A. This agreement shall be effective as of the date signed, and shall continue in effect for five years, unless terminated earlier by written notice of either party. Either party to this Agreement may, in its sole discretion, terminate this Agreement with or without cause by giving the other party at least 30 days' prior written notice. In the event the Agreement is terminated for cause, all of the obligations of the terminating party shall be waived immediately upon written notice of termination. In the event of termination without cause, the parties agree to fulfill their respective obligations associated with the current term or semester, prior to such termination becoming effective.

IN WITNESS WHEREOF, the said parties have hereunto set their hands:

BBK
**District: Rancho Santiago Community
College District**

Rancho Santiago Community College District
2323 North Broadway
Santa Ana, CA 92706

Agency: Greco's World

Greco's World
11821 Teale Street
Culver City, CA. 90230

Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services

Roxana Fernandez, OTR/L
President/CEO

Date: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santa Ana College – Human Services and Technology Division**

To:	Board of Trustees	Date: November 13, 2012
Re:	Approval of Amendment #1 to Speech Language Pathology Assistant Program – New Hope Therapy Center	
Action:	Request for Approval	

BACKGROUND

This is an amendment to an existing agreement that was approved by the RSCCD Board of Trustees at the July 26, 2010 meeting. New Hope Therapy Center was previously called Language and Speech Therapy.

ANALYSIS

This amendment shall remain in effect for the remainder of the five (5) year agreement or until terminated by either party. The amendment has been reviewed by Dean Simon B. Hoffman and college staff. The agreement carries no costs or other financial arrangements.

RECOMMENDATION

It is recommended that the Board of Trustees approve this contract with the New Hope Therapy Center in Garden Grove, California

Fiscal Impact:	None	Board Date: November 13, 2012
Prepared by:	Linda D. Rose, Ed.D., Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by:	Erlinda J. Martinez, Ed. D., President, Santa Ana College	
Recommended by:	Raúl Rodriguez, Ph.D., Chancellor, RSCCD	

AMMENDMENT TO AGREEMENT

Speech-Language Pathology Assistant Program

THIS AMENDMENT made effective as of November 14, 2012 by and between Rancho Santiago Community College District on behalf of Santa Ana College, a public education agency, hereinafter called the District and New Hope Therapy Center (NHTC), hereinafter called the Agency.

PART I.

BASIS AND PURPOSE OF AGREEMENT

WITNESSETH:

WHEREAS, the District and Agency acknowledge a public obligation to contribute to Speech-Language Pathology Assistant Program education for the benefit of students and to meet community needs.

WHEREAS, the District provides programs in Speech-Language Pathology Assistant Program education, which require clinical experience for students enrolled in these programs.

WHEREAS, the Agency has facilities suitable for the clinical needs of the District Speech-Language Pathology Assistant Program.

WHEREAS, it is to benefit of both District and Agency that Speech-Language Pathology Assistant Program students have opportunities for clinical experience to enhance their capabilities as practitioners.

NOW, THEREFORE, in consideration of the mutual promises contained herein, and for other good and valuable consideration, the mutual receipt and sufficiency of which are hereby acknowledged, the parties hereto have agreed as follows:

1. The Agreement is hereby amended by agreeing to the following:
 - a. The agreement entered into on July 28, 2010 was with Language and Speech Therapy (Agency). The agency has officially changed its name to New Hope Therapy Center (NHTC).
2. Effect of Amendment. Except as amended hereby, all terms and conditions of the Agreement remain in full force and effect. In the event of a conflict between the Agreement and this Amendment, the terms of this Amendment shall control.

IN WITNESS WHEREOF, the said parties have hereunto set their hands:

Handwritten initials

*Rancho Santiago Community
College District
2323 North Broadway
Santa Ana, CA 92706*

*New Hope Therapy Center
12966 Euclid St, Suite 550
Garden Grove, CA 92840*

District

Agency/Facility/Location

Peter J. Hardash
Vice Chancellor
Business Operations and Fiscal Services

Julie Chau Diep
Clinical Director

Date: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

SANTA ANA COLLEGE – STUDENT SERVICES

To:	Board of Trustees	Date: November 13, 2012
Re:	Confirmation of Santa Ana College Associate Degrees and Certificates Awarded in Summer 2012	
Action:	Request for Confirmation	

BACKGROUND

Attached is a list of students who have completed coursework at Santa Ana College leading to the Associate Degree and/or Certificate for Summer 2012.

ANALYSIS

Santa Ana College awarded 240 Associate Degrees at the conclusion of the Summer 2012 Session, 179 Associate in Arts and 58 Associate in Science. This is down 15 degrees from Summer 2011 in which 255 Associate Degrees were conferred. The area that showed significant increase was Fire Technology. The area that showed the most significant decrease was Business.

Santa Ana College awarded 269 Certificates of Achievement/Accomplishment at the conclusion of the Summer 2012 semester. This is down 8 certificates from Summer 2011 in which 277 Certificates of Achievement/Accomplishment were conferred. The area with the most significant increase in certificates was IGETC- General Education.

RECOMMENDATION

It is recommended that the Board of Trustees confirm the list of recipients of the Santa Ana College Associate Degrees and Certificates for Summer 2012 as presented on the attached.

Fiscal Impact:	None	Board Date: November 13, 2012
Prepared by:	Mark C. Liang, J.D., Associate Dean, Admissions and Records Sara Lundquist, Ph.D., Vice President, Student Services	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodriguez, Ph.D., Chancellor, RSCCD	

Confirmation of Associate Degrees and Certificates
Summer 2012

Adams	Rene	CA	Paralegal	
Aguero	Carlos	CA	Fire Technology - Public Fire Service	
Aguilar	Jenny	AA	Liberal Arts	
		CA	CSU General Education	
Aguirre	Nancy	AA	Business Administration	High Honors
Alcaraz	Jamie	CA	CSU General Education	
Alfaro	Alfredo	CA	CSU General Education	
Alshamali	Meera	CA	Pharmacy Technology - Advanced	
		CERT	Pharmacy Technology - Basic	
Alvarado	Rebecca	AA	Liberal Arts	
		AAT	Psychology	
		CA	IGETC General Education	
Amezcuca	Marbella	AA	Liberal Arts	
		CA	IGETC General Education	
Antunez	Fernando	AA	Liberal Arts	Honors
		CA	IGETC General Education	
Araujo	Daniel	CA	Fire Technology - Public Fire Service	
Arceo	Santiago	AA	Liberal Arts	
		CA	IGETC General Education	
Arledge	Matthew	AA	Liberal Arts	
Arredondo	Erika	AA	Liberal Arts	
		CA	CSU General Education	
Arreola	Monica	AA	Liberal Arts	
Arreola	Richard	AA	Liberal Arts	
		CA	CSU General Education	
Arteaga	Fredy	AA	Liberal Arts	
Avila	Mauricio	AA	Liberal Arts	
		CA	CSU General Education	
Avila Medrano	Clara	AA	Liberal Arts	
		CA	IGETC General Education	
Ayala	Oscar	CA	CSU General Education	
Bahena	Miguel	CA	Global Entrepreneurship	
Barahona	Kenia	AA	Liberal Arts	
		CA	CSU General Education	
Barajas	Flor	AS	Medical Assistant	
Barajas	Leonardo	AA	Liberal Arts	
		CA	CSU General Education	
Barbarino	Joseph	CA	Fire Technology - Public Fire Service	
Barboza	Julio	AA	Liberal Arts	
Barrios	Fresia	CA	IGETC General Education	
Bartlett	Blake	CA	Fire Technology - Public Fire Service	
Basilio	Ana	AA	Liberal Arts	
		CA	IGETC General Education	
Bates	Craig	CA	Fire Technology - Public Fire Service	
Bermudez	Alda	AA	Liberal Arts	
Blaska	Eric	AS	Fire Technology - Public Fire Service	Honors
Bowden	Damon	CA	Fire Technology - Public Fire Service	
Bowen	Gage	CA	Fire Technology - Public Fire Service	
Bradley	Shane	CA	Fire Technology - Public Fire Service	
Brady-Thompson	Gregory	AA	Liberal Arts	
Braham	Jennifer	CA	Art 3-D Modeling & Animation A-Art Emphasis	
		CA	Art 3-D Modeling & Animation D-Previsualization Emphasis	
Branham	Tyler	CA	CSU General Education	

Confirmation of Associate Degrees and Certificates
Summer 2012

Bravo	Susana	AA	Liberal Arts	
		CA	CSU General Education	
Brickey	Kristina	AS	Occupational Therapy Assistant	
Brown	Anthony	CA	CSU General Education	
Brown	Matthew	AS	Fire Technology - Public Fire Service	
Bryant	John	AA	Liberal Arts	High Honors
		CA	IGETC General Education	
Burch	Kymberlee	CA	Art 3-D Modeling & Animation A-Art Emphasis	
		CA	Art 3-D Modeling & Animation D-Previsualization Emphasis	
Burdett	Kyle	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Burgoa	Jhordan	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Caban	Adam	AA	Liberal Arts	
		CA	CSU General Education	
Candelario	Alexsandra	AA	Liberal Arts	
Cardenas	Andrew	AA	Television/Video Communications	
Carmona	Monica	AA	Liberal Arts	
Castellanos	Claudia	AA	Liberal Arts	
Castellon	Amanda	AA	Liberal Arts	
Castro	Jennifer	CA	IGETC General Education	
Castro	Patricia	AA	Liberal Arts	
Ceja	Daniel	AA	Liberal Arts	
		CA	CSU General Education	
Cendejas	Marisol	AA	Liberal Arts	
		CA	CSU General Education	
Cervantes	Rogelio	AA	Business Administration	
		AA	Liberal Arts	
Chan	Vatey	AA	Liberal Arts	
		CA	CSU General Education	
Chapman	Ryan	AA	Liberal Arts	
		CA	IGETC General Education	
Charco	Elber	CA	Medical Assistant	
Chavez	Juan	CA	Accounting	
Chavoya	Vanessa	AA	Liberal Arts	
Chupryna	Andriy	CERT	Pharmacy Technology - Basic	
Cisneros	Andrea	AA	Liberal Arts	
		CA	CSU General Education	
Clafford	Kevin	CA	Fire Technology - Public Fire Service	
Clafford	Kyle	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Coffee	Charisse	CA	Fire Technology - Public Fire Service	
Collins	Lisa	CA	CSU General Education	
Cordero	Jessey	CA	Fire Technology - Public Fire Service	
Corona	Jose	AA	Business Management	
Cruz	Maria	CA	Medical Assistant	
Cruz	Violeta	AA	Liberal Arts	
		CA	CSU General Education	
Cummings	William	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Dainko	Edward	CA	Fire Technology - Public Fire Service	
Danenhauer	Matthew	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	

Confirmation of Associate Degrees and Certificates
Summer 2012

Dang		AA	Liberal Arts	
		AS	Chemistry	
		CA	IGETC General Education	
Dang	Kaylyn	AA	Human Development - Preschool Child	
		CA	CSU General Education	
Dantas	Jouse	AA	Liberal Arts	Honors
De la Pena	Elisa	AA	Liberal Arts	
		CA	CSU General Education	
De Santiago	Adrian	CA	CSU General Education	
Delaney	Jason	CERT	Fire Technology - Prevention Officer	
Delgado	Maria	AA	Liberal Arts	
Delgado Zetina	Karla	CA	CSU General Education	
Devine	Garrison	AA	Liberal Arts	
		AA	Speech	
Dionicio	Ana	AA	Liberal Arts	
Doan	Frank	CA	Manufacturing Technology - CNC Milling Machine Set Up & Operation	
Dominguez	Maggie	AA	Liberal Arts	
		CA	CSU General Education	
Dominguez	Marcio	AA	International Business	
		AA	Liberal Arts	
Dramitinos	Savina	AA	Liberal Arts	
Duong	Trong	AA	Business Administration	Honors
Duran	David	CERT	Marketing - Advertising	
Enriquez	Marcos	AA	Liberal Arts	
		AS	Science	
Espindola	Mario	AA	Liberal Arts	
		AS	Fire Technology - Public Fire Service	
		CA	CSU General Education	
Esquivias	Jovanny	CA	Fire Technology - Public Fire Service	
Estevane Huerta	Maria	AA	Liberal Arts	High Honors
		CA	CSU General Education	
Ferguson	Kyle	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Ferry	Cimmone	AA	Business Administration	Honors
		CA	Accounting	
Flores	Jose	AA	Liberal Arts	
Flores	Josue	AS	Automotive Technology	
		CERT	Automotive Technology - Advanced Engine Performance	
		CERT	Automotive Technology - Drive Train Service	
		CERT	Automotive Technology - Engine Service	
Flores	Juan	AA	Liberal Arts	
		CA	IGETC General Education	
Fregoso	Daniel	AA	Liberal Arts	
		CA	IGETC General Education	
Galaviz	Xenia	CERT	Marketing	
Gallardo	Elizabeth	CA	CSU General Education	
Gallardo	Julio	AA	Liberal Arts	
		CA	CSU General Education	
Galvez	Samuel	CA	CSU General Education	
Garcia	Adrian	AA	Liberal Arts	
Garcia	Angie	AA	Liberal Arts	

Confirmation of Associate Degrees and Certificates
Summer 2012

		CA	CSU General Education	
Garcia	Anthony	CA	CSU General Education	
Garcia	John	CA	Fire Technology - Public Fire Service	
Garcia	Lisania	CA	IGETC General Education	
Garcia	Rafael	AA	Liberal Arts	
		CA	CSU General Education	
Garcia	Ramon	AA	Criminal Justice	
Garcia	Waldo	AA	Liberal Arts	
Gaulding	Grady	AS	Pharmacy	Honors
Gazda	Patricia	AA	Liberal Arts	
		CA	CSU General Education	
Gish	Kyle	CA	Fire Technology - Public Fire Service	
Gomez	Alex	AA	Liberal Arts	
		CA	CSU General Education	
Gomez	Andrea	AA	Business Administration	
Gonzalez	Martin	AA	Liberal Arts	
		CA	CSU General Education	
Gonzalez	Monica	AA	Business Administration	
		AA	Liberal Arts	
		CA	CSU General Education	
Gonzalez	Sandra	AA	Liberal Arts	
		CA	IGETC General Education	
Gonzalez Vazquez	Alma	AA	Liberal Arts	
Grate	David	CA	Fire Technology - Administrative Fire Services Chief Officer	
Gross	Cody	CA	CSU General Education	
		CERT	Criminal Justice - Corrections Officer	
Gudino	Leticia	AA	Liberal Arts	
		CA	CSU General Education	
Guenther	Carolin	AA	Business Administration	High Honors
Gurrola	Tanya	AS	Chemistry	
Guzman	Cristina	AA	Liberal Arts	
		CA	CSU General Education	
Guzman	Martin	AA	Liberal Arts	
		CA	CSU General Education	
Guzman	Ryan	AA	Business Administration	
Hanson	Melvis	AA	Liberal Arts	
		CA	CSU General Education	
Hernandez	Beatriz	AA	Business Administration	
		CA	CSU General Education	
Hernandez	Kevin	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Hernandez	Nayeli	CA	CSU General Education	
Ho	Yen Loan	AS	Nursing	
Hoover	Helen	CA	Human Development - Infant/Toddler	
Huante	Susana	AA	Liberal Arts	
		CA	CSU General Education	
Huynh	Hoa	AA	Liberal Arts	
Huynh	Khoa	CA	Fire Technology - Public Fire Service	
Huynh	Nghia	CA	Manufacturing Technology - CNC Milling Machine Set Up & Operation	
		CA	Manufacturing Technology - CNC Machine Set Up & Operation	
		CA	Manufacturing Technology - CNC Lathe Set Up & Operation	
		CA	Manufacturing Technology - CNC Programmer A-Mastercam	

Confirmation of Associate Degrees and Certificates
Summer 2012

Jarvina	Mitzi	AS	Occupational Therapy Assistant	
Jenkins	Eric	CA	Fire Technology - Public Fire Service	
Jimenez	David	AA	Modern Languages	
Johnson	Julia	AS	Biology	Honors
Johnson	Timothy	AA	Liberal Arts	
Johnson	Waymon	AA	Liberal Arts	
Jones	David	AA	Liberal Arts	
		CA	CSU General Education	
Jordan	Kyle	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Kabira	Nancy	AS	Nursing	
Keating	Michael	CA	Fire Technology - Public Fire Service	
King	Connor	CA	Fire Technology - Public Fire Service	
Lai	Bianca	AS	Pharmacy Technology	
Lambert	Jeffrey	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Landaz	Mary	CERT	Pharmacy Technology - Basic	
Lang	Kelly	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Lawrence	Shawn	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Lay	Seng	AA	Liberal Arts	
Le	John	CA	Manufacturing Technology - CNC Lathe Set Up 7 Operation	
		CA	Manufacturing Technology - CNC Machine Set Up & Operation	
		CA	Manufacturing Technology - CNC Milling Machine Set Up & Operation	
		CA	Manufacturing Technology - CNC Programmer A-Mastercam	
Lee	Garrett	AS	Fire Technology - Public Fire Service	
		CA	CSU General Education	
		CA	Fire Technology - Public Fire Service	
Lelliott	Stephen	CA	Fire Technology - Public Fire Service	
Leon	Ana	AA	International Business	
Leon	Candy	CERT	Pharmacy Technology - Basic	
Lien	Thanh	CERT	Pharmacy Technology - Basic	
Linares	Andrew	AA	Paralegal	
Lira	Kevin	AA	International Business	
		AA	Management	
		CERT	General Management	
Loewinsohn	Ryan	CERT	Television/Video Communications - Media Studies	
Lopez	Jeannette	CERT	Pharmacy Technology - Basic	
Lopez	Sergio	AA	Liberal Arts	
		CA	CSU General Education	
Luu	Caitlin	AA	Liberal Arts	
		CA	CSU General Education	
Ly	Bach	AS	Welding	
Ly	Cuong	AA	Business Administration	Honors
		CA	CSU General Education	
Maahs	Ryan	AA	Liberal Arts	High Honors
		CA	CSU General Education	
		AA	Education - After School Program Assistant	
		AA	Liberal Arts	
Macias	Jesus	AA	Liberal Arts	

Confirmation of Associate Degrees and Certificates
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		CA	IGETC General Education	
Madic	Charles	AA	Management	
Madrid	Luis	CA	Digital Media Arts - A-Graphic Design Emphasis	
Madsen	Jacob	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Magno	Trevor	AA	Liberal Arts	
		CA	CSU General Education	
Makishima	Blake	CERT	Fire Technology - Prevention Officer	
Mallare	Xerchamp	CERT	Pharmacy Technology - Basic	
Marmolejo	Veronica	AA	Liberal Arts	
		CA	CSU General Education	
Marquardt	David	AS	Fire Technology - Public Fire Service	
Marquez	Susana	AA	Liberal Arts	
Martinez	Matt	CA	Fire Technology - Public Fire Service	
Martinez	Sonia	AA	Liberal Arts	
Martinez Garcia	Ricardo	AA	Liberal Arts	
		CA	CSU General Education	
Mc Bride	Molly	CA	CSU General Education	
McDaniel	Thomas	AA	Liberal Arts	Honors
McKinney	Michelle	AA	Liberal Arts	Honors
		CA	CSU General Education	
Medina	Ivory	AA	Liberal Arts	
		CA	CSU General Education	
Melgar	Salvador	AA	Business Administration	
Mendez	Matthew	CA	Fire Technology - Public Fire Service	
Mendieta	Veronica	AA	Paralegal	
		CA	Paralegal	
Meza	Enid	AA	Liberal Arts	
		CA	CSU General Education	
Meza	Oscar	CERT	CIS - Help Desk	
		CERT	CIS - Networking	
		CERT	CIS - PC Maintenance and Troubleshooting	
Miller	Brock	CA	Fire Technology - Public Fire Service	
Miramontes	Gabriela	AA	Liberal Arts	
		CA	CSU General Education	
Monico	Ivan	CERT	Music - Digital Music Production	
Montano	Elsy	AA	Liberal Arts	
		CA	CSU General Education	
Monzon	Ryan	CA	Fire Technology - Public Fire Service	
Morales	Diana	CA	Medical Assistant	
Morales	Heriberto	AS	Engineering Computer Aided Drafting and Design	
Morales	Jacqueline	AA	Liberal Arts	Honors
		CA	IGETC General Education	
Morales	Jazmin	CA	CSU General Education	
Morales	Maira	CA	CSU General Education	
Moran	Juan	AA	ART	
Morris	Vanessa	CA	Library	
Mosley	Troy	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Munoz	Edgar	AA	Liberal Arts	
Munoz	Mario	AA	Liberal Arts	
Murdough	Tyler	CA	Fire Technology - Public Fire Service	
Nagle	Chris	CA	Fire Technology - Public Fire Service	

Confirmation of Associate Degrees and Certificates
Summer 2012

Nagy	Omar	AA	Liberal Arts	
		CA	CSU General Education	
Natividad	Anthony	AS	Engineering Civil Technology	
		CA	Engineering Civil Technology	
Nguyen	Amy	AA	Business Administration	
		AA	Liberal Arts	
Nguyen	Andrew	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Nguyen	Dao	AA	Liberal Arts	
Nguyen	Dorothy	AA	Liberal Arts	
		CA	CSU General Education	
Nguyen	Duc	CA	Medical Assistant	
Nguyen	Hanh	AS	Biology	Honors
		CA	IGETC General Education	
Nguyen	Henry	AA	Liberal Arts	
		CA	CSU General Education	
Nguyen	Khanh Linh	CA	CSU General Education	
Nguyen	My Dzuyen	AA	Liberal Arts	
		AS	Medical Assistant	
Nguyen	Quang	CERT	Fire Technology - Prevention Officer	
Nguyen	Tai	AAT	Psychology	Honors
Nguyen	Tommy	CA	Manufacturing Technology - CNC Lathe Set Up & Operation	
		CA	Manufacturing Technology - CNC Machine Set Up & Operation	
			Manufacturing Technology - CNC Milling Machine Set Up &	
		CA	Operation	
		CA	Manufacturing Technology - CNC Programmer A-Mastercam	
Nguyen	Tri	CA	Engineering Civil Technology	
Norton	Juleen	AA	Liberal Arts	
Okula	Matthew	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
O'Neill	Kimberly	AA	Liberal Arts	
		CA	IGETC General Education	
Oregel Rios	Jannet	AA	Liberal Arts	
		CA	IGETC General Education	
Ormeno	Ricardo	AA	Paralegal	
		CA	Paralegal	
Orozco	Edgar	CA	Fire Technology - Public Fire Service	
Ortega	Carmen	CERT	Business Applications - Spanish/English Interpretation & Translation	
Ortiz	Rosemary	AA	Liberal Arts	
Ortiz	Ruben	AA	Liberal Arts	
		CA	CSU General Education	
Osorio	Jessica	AA	Paralegal	
Ostergard	Megan	AA	Speech Language Pathology Assistant	Honors
Padilla	Carolina	AA	Liberal Arts	
		CA	CSU General Education	
Padilla Cerezo	Berizohar	AA	Liberal Arts	
		AS	Biology	
		AS	Chemistry	
		AS	Math	
		AS	Physics	
		AS	Science	

Confirmation of Associate Degrees and Certificates
Summer 2012

		CA	IGETC General Education	
Paredes	Benito	AA	Liberal Arts	
Penaloza	Zulma	AA	Business Management	
		CERT	Management - Small Business	
Perez	Alexander	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Petry	Michelle	CA	CSU General Education	
Pham	Duong	CA	CSU General Education	
Phan	Ha	CERT	Pharmacy Technology - Basic	
Phan	Linh	CERT	Accounting and Financial Planning	
Phonethibsavads	Darleen	CA	CSU General Education	
Ponce	Adrian	AA	Liberal Arts	
		CA	CSU General Education	
Ramires	Enrique	AA	Liberal Arts	
Ramirez	Alizabeth	AA	Liberal Arts	
		CA	IGETC General Education	
Ramirez	Daniel	AA	Liberal Arts	
Ramirez	Marissa	AA	Liberal Arts	
		CA	CSU General Education	
Ramos	Michelle	AAT	Psychology	
Ramos Aceves	Daniel	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Rangel	Julio	AA	Liberal Arts	
		AS	Science	
		CA	CSU General Education	
Ratanavongsa	Lathai	AA	Accounting	
Raval	Hemangini	AA	Liberal Arts	
		CA	IGETC General Education	
Rewerts	Cecilia	CERT	Pharmacy Technology - Basic	
Reyes	Desiree	AA	Liberal Arts	
Reyes	Jose	CA	Diesel and Heavy Equipment Technology	
Reyes	Michelle	AA	Dance	
Rivera	Christopher	AA	Liberal Arts	
		CA	IGETC General Education	
Roa	Andres	AA	Liberal Arts	
		CA	CSU General Education	
Robles	Rachelle	AA	Liberal Arts	
		CA	CSU General Education	
Rocha	Norberto	CA	IGETC General Education	
Rodriguez	Emmanuel	CA	CSU General Education	
Rojas	Alex	AA	Criminal Justice	
Rojo	Lisa	AA	Criminal Justice	
		CERT	Criminal Justice - Corrections Officer	
Romero	Silvia	AA	Sociology	High Honors
Rosas	Julio	AS	Fire Technology - Public Fire Service	
Rue	Janaye	AS	Occupational Therapy Assistant	
Ruiz Bardales	Oscar	AA	Liberal Arts	Honors
		AS	Math	Honors
		CA	IGETC General Education	
Russell	Adam	CA	Fire Technology - Public Fire Service	
Sand	Donald	CA	Fire Technology - Public Fire Service	
Santamaria	Marilu	AA	Liberal Arts	
		CA	CSU General Education	

Confirmation of Associate Degrees and Certificates
Summer 2012

Santana	Alexis	CA	International Business	
Santillan	Juan	CA	Paralegal	
Santillan	Natally	AA	Liberal Arts	
		CA	CSU General Education	
		CA	IGETC General Education	
Santos	Michael	AA	Liberal Arts	
		CA	CSU General Education	
Scaff	Nathan	AA	Liberal Arts	
		CA	CSU General Education	
Scherbarth	Steven	CA	Fire Technology - Public Fire Service	
Schindler	Joshua	AA	Liberal Arts	
		AA	Music	
		CA	CSU General Education	
Schultz	Tanner	CA	Fire Technology - Public Fire Service	
Sedano	Adan	CA	Fire Technology - Public Fire Service	
Segovia	Salomon	CA	Automotive Technology - Chassis Service	
Servin	Ricardo	CERT	Criminal Justice - Corrections Officer	
Sheets	Joshua	CERT	Management - Small Business	
Sherman	David	CA	CSU General Education	
Silva	Elizabeth	AA	Liberal Arts	
		CA	CSU General Education	
Simmons	Heidi	CA	Paralegal	
Sirotnak	Stephen	CA	CSU General Education	
Sjule	Kelli	CA	CSU General Education	
Snyder	Christal	AA	Liberal Arts	
		CA	CSU General Education	
Solares	Ramon	AA	Liberal Arts	
		CA	CSU General Education	
Solis Trujillo	Gerardo	AS	Pharmacy Technology	
		CA	Pharmacy Technology - Advanced	
Solla	Janelle	CA	CSU General Education	
Starr	Chad	CA	Fire Technology - Public Fire Service	
Sung	Joong	CA	CSU General Education	
Swanson	Sean	AS	Fire Technology - Public Fire Service	
Syariff	Diana	CA	CSU General Education	
Taylor	Mary	AA	Business Administration	Honors
Tejeda	Ashley	CA	IGETC General Education	
Tenney	Kyle	AS	Fire Technology - Public Fire Service	
Teran	Rolondo	AA	Business Administration	
Thompson	Matthew	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Tor	Larry	AS	Pharmacy Technology	
		CA	Pharmacy Technology - Advanced	
		CERT	Pharmacy Technology - Basic	
Torres	Tiara	CA	IGETC General Education	
Tran	Alice	AA	Business Management	
Tran	Hoang Anh	CA	CSU General Education	
Tran	Hoang Anh	CA	Computerized Accounting - QuickBooks	
Tran	Huy	CA	Manufacturing Technology - Conventional Machining	
		CA	Manufacturing Technology - CNC Lathe Set Up & Operation	
		CA	Manufacturing Technology - CNC Machine Set Up & Operation	
		CA	Manufacturing Technology - CNC Milling Machine Set Up & Operation	

Confirmation of Associate Degrees and Certificates
Summer 2012

		CA	Manufacturing Technology - CNC Programmer A-Mastercam	
Tran	Ngoc	AA	Business Administration	Honors
Tran	Steven	AS	Welding	
Trevino	Daniel	CA	International Business	
Uzelac	Zachary	CA	Fire Technology - Public Fire Service	
Valderrama	Andy	CA	Diesel and Heavy Equipment Technology	
Valenzuela	Krystle	AA	Liberal Arts	
Valenzuela	Michelle	AA	Liberal Arts	
		CA	CSU General Education	
Vallejo	Rita	AA	Human Development - Preschool Child	
Vander Hyde	Michael	AS	Fire Technology - Public Fire Service	
		CA	Fire Technology - Public Fire Service	
Vandervort	Adam	CA	Fire Technology - Public Fire Service	
Varela	Jessica	AA	Liberal Arts	
		CA	CSU General Education	
Vargas	Edwin	AA	Liberal Arts	
Vega	Eddie	AA	Liberal Arts	
		CA	CSU General Education	
Velasco	Iris	AA	Liberal Arts	
		CA	IGETC General Education	
Velasquez	Meyri	AA	Liberal Arts	
Villa	Antonio	CA	Television/Video Communications - Television Production	
		CA	Television/Video Communications - Television Scriptwriter	
		CERT	Television/Video Communications - Media Studies	
Villagomez	Hector	AS	Physics	
Villegas	April	AS	Medical Assistant	
Wang	Dexing	AA	Business Administration	
		AA	Liberal Arts	
		CA	CSU General Education	
Warford	Travis	AS	Fire Technology - Fire Administration	
		CA	Fire Technology - Fire Administration	
Weick	Jill	AA	Accounting	
Wertens	Ronald	CERT	Manufacturing Technology - Solidworks 3D	
Whittam	Miriam	AA	Liberal Arts	High Honors
		CA	CSU General Education	
Williams	Alesia	AA	Liberal Arts	
Yard	Shiloh	CA	Fire Technology - Public Fire Service	
Yun	John	AA	Liberal Arts	
		CA	IGETC General Education	
Zamorano	Alejandro	AA	Liberal Arts	
		CA	IGETC General Education	

Santa Ana College
Degrees Awarded
Summer 2012

MAJOR	2012
Accounting	2
Art	1
Automotive Technology	1
Biological Science	3
Business	
- Administration	16
- Applications and Technology	1
- Management	2
Chemistry	3
Criminal Justice	3
Dance	1
Elementary Education	1
Engineering	
- Civil Technology	1
- Computer Aided Drafting & Design	1
Fire Technology	
- Fire Administration	1
- Public Fire Service	27
Human Development	
- Preschool Child	2
International Business	3
Liberal Arts	135
Management	2
Math	2
Medical Assistant	3
Modern Languages	1
Music	1
Nursing - Reg. Nursing	2
Occupational Therapy Assistant	3
Paralegal	4
Pharmacy Technology	4
Physics	2
Psychology for Transfer	3
Science	3
Sociology	1
Speech	1
Speech Language Pathology Assistant	1
Television/Video Communications	1
Weld	2
TOTAL	240
Male	128
Female	112
Associate of Arts	179
Associate of Arts for Transfer	3
Associate of Science	58
Double Majors	15
Three or more majors	1

Santa Ana College
Degrees Awarded
Summer 2011 and Summer 2012

MAJOR	2011	2012
Accounting	3	2
Art	1	1
Automotive Technology	2	1
Biological Science	1	3
Business		
- Administration	22	16
- Applications and Technology	1	1
- Management	2	2
- Management - Entrepreneurship	2	0
Chemistry	4	3
Criminal Justice	1	3
Dance	0	1
Economics	2	0
Elementary Education	3	1
English	2	0
Engineering		
- Civil Technology	0	1
- Computer Aided Drafting and Design	0	1
- Engineering	1	0
- Opt II- Archit/Civil Eng/Construction Drat&Design	1	0
Fire Technology		
- Fire Administration	1	1
- Chief Officer	2	0
- Medical Services Officer	1	0
- Prevention Officer	1	0
- Public Fire Service	19	27
Geography	1	0
Geology	1	0
Human Development		
- Preschool	2	2
International Business	1	3
Liberal Arts	132	135
Liberal Arts - University Transfer Studies	3	0
Management	4	2
Manufacturing Technology		
- CAD/CAM	1	0
- CNC Machine Set Up & Operation	1	0
- CNC Programmer A-Mastercam	1	0
Marketing	4	0
Math	0	2
Medical Assistant	2	3
Modern Languages	0	1
Music	1	1
Nursing - Registered Nursing	5	2
Occupational Therapy Assistant	1	3
Paralegal	5	4
Pharmacy Technology	1	4
Physics	3	2
Psychology	3	0
Psychology for Transfer	0	3
Science	8	3

Santa Ana College
Degrees Awarded
Summer 2011 and Summer 2012

Sociology	2	1
Speech	0	1
Speech Language Pathology Assistant	0	1
Television/Video Communications	1	1
Welding Technology	0	2
TOTAL	255	240
Male	119	128
Female	136	112
Associate of Arts	197	179
Associate of Arts for Transfer	0	3
Associate of Science	58	58
Double Majors	22	15
Three or more majors	7	1

Santa Ana College
Certificates Awarded
Summer 2012

MAJOR	2012
Accounting	
- General Accounting	2
- <i>Accounting & Financial Planning*</i>	1
- Computerized - QuickBooks	1
Art -	
- 3-D Modeling & Animation - Art	2
- 3-D Modeling & Animation - Previsualization	2
- Digital Media Arts A-Graphic Design	1
Auto	
- <i>Advanced Engine Performance*</i>	1
- Chassis Service	1
- <i>Drive Train Service*</i>	1
- <i>Engine Service*</i>	1
Business Applications & Technology -	
- Global Entrepreneurship	1
- <i>Spanish English Interpretation & Translation*</i>	1
Computer Information System -	
- <i>Help Desk*</i>	1
- <i>Networking*</i>	1
- <i>PC Maintenance & Troubleshooting*</i>	1
<i>Criminal Justice Corrections Officer *</i>	3
CSU General Education	96
Diesel & Heavy Equipment	2
Engineering -	
- Civil Technology	1
- <i>Energy Analysis*</i>	1
Fire Technology -	
- Chief Officer	1
- Fire Administration	1
- Public Fire Service	56
- <i>Prevention Officer*</i>	3
Human Development -	
- Infant/Toddler	1
International Business	2
IGETC General Education	32
Library	1
Management -	
- <i>General Management*</i>	1
- <i>Small Business*</i>	2
Manufacturing Technology -	
- CNC Lathe Set Up & Operation	4
- CNC Machine Set Up & Operation	4
- CNC Milling Machine Set Up & Operation	5
- CNC Programmer A - Mastercam	4
- Conventional Machining	1
- <i>Solidworks 3D *</i>	1
Marketing -	
- <i>Advertising*</i>	1
- <i>Contemporary Marketing*</i>	1
Medical Assistant - Administrative / Clinical	4
<i>Music - Digital Music Production*</i>	1

Santa Ana College
 Certificates Awarded
 Summer 2012

Paralegal	5
Pharmacy Technology	
- Advanced	3
- <i>Basic</i> *	10
Television/Video Communications -	
- A - Television Production	1
- C - Television Scriptwriter	1
- <i>Media Studies</i> *	2
TOTAL	269
Male	171
Female	98
Certificates of Achievement	235
<i>Certificates</i> *	34
Double Majors	7
Three or more majors	7

Santa Ana College
Certificates Awarded
Summer 2011 Summer 2012

MAJOR	2011	2012
Accounting		
- General Accounting	1	2
- <i>Accounting & Financial Planning*</i>	0	1
- Computerized - QuickBooks	1	1
- <i>Microsoft Dynamics for Financial Accounting*</i>	1	0
Art		
- 3D Modeling & Animation - Art	0	2
- 3D Modeling & Animation - Previsualization	0	2
- Crafts B - Glass Emphasis	1	0
- Digital Media Arts A-Graphic Design	2	1
Auto		
- <i>Advanced Engine Performance*</i>	0	1
- Chassis Service	3	1
- <i>Drive Train Service*</i>	1	1
- Engine Performance and Electrical	3	0
- <i>Engine Service*</i>	1	1
Business Applications & Technology		
- Digital Publishing	2	0
- Global Entrepreneurship	0	1
- Office Management	1	0
- <i>Spanish English Interpretation & Translation*</i>	4	1
Computer Information Systems		
- <i>Help Desk *</i>	1	1
- <i>Networking*</i>	0	1
- <i>PC Maintenance and Troubleshooting*</i>	1	1
- <i>Web Page Designer*</i>	1	0
<i>Criminal Justice Corrections Officer *</i>	1	3
Computer Science	1	0
CSU General Education	100	96
Diesel & Heavy Equipment	0	2
Engineering		
- Civil Technology	0	1
- <i>Computer Aided Drafting & Design</i>	1	0
- <i>Energy Analysis*</i>	0	1
<i>Exercise Science Sports Medicine*</i>	1	0
Fashion Design and Custom Clothing		
- Dressmaking and Alterations	1	0
Fire Technology		
- Chief Officer	1	1
- Fire Administration	2	1
- <i>Medical Services Officer *</i>	1	0
- Public Fire Service	72	56
- <i>Prevention Officer</i>	2	3
Human Development		
- Infant/Toddler	1	1
- Preschool Child	1	0
International Business	1	2
IGETC General Education	25	32
Library	0	1
Management		
- <i>General Management*</i>	0	1

Santa Ana College
 Certificates Awarded
 Summer 2011 Summer 2012

- <i>Human Resources *</i>	5	0
- <i>Small Business*</i>	0	2
- <i>Supervision *</i>	2	0
Manufacturing Technology		
- CNC Lathe Set Up & Operation	0	4
- CNC Machine Set Up & Operation	0	4
- CNC Milling Set Up & Operation	1	5
- CNC Programmer A - Mastercam	0	4
- Conventional Machining	1	1
- <i>Solidworks 3D *</i>	5	1
Marketing		
- <i>Advertising*</i>	1	1
- <i>Contemporary Marketing*</i>	0	1
- <i>Professional Selling*</i>	1	0
Medical Assistant - Administrative / Clinical	6	4
<i>Music Digital Music Production*</i>	0	1
Paralegal	4	5
Pharmacy Technology		
- Advanced	2	3
- <i>Basic *</i>	9	10
Photography	1	0
Television/Video Communications -		
- A - Television Production	0	1
- C - Television Scriptwriter	0	1
- <i>Media Studies*</i>	2	2
Welding Technology	2	0
TOTAL	277	269
Male	161	171
Female	116	98
Certificates of Achievement	230	235
<i>Certificates *</i>	47	34
Double Majors	8	7
Three or more majors	2	7

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
SANTIAGO CANYON COLLEGE – STUDENT SERVICES**

To: Board of Trustees	Date: November 13, 2012
Re: Confirmation of Santiago Canyon College Associate Degrees and Certificates Awarded in Summer 2012	
Action: Request for Approval	

BACKGROUND

Attached is a list of students who successfully completed coursework at Santiago Canyon College leading to an associate degree, certificate of achievement, and/or certificate of proficiency for summer 2012. Also attached are the statistical tables showing degrees and certificates awarded.

ANALYSIS

Santiago Canyon College awarded 141 associate degrees in summer 2012, compared to 100 in summer 2011. The most significant increase is in the area of Liberal Arts with a total of 117, which is an increase of 46 degrees as compared to summer 2011.

Santiago Canyon College awarded 148 Certificates of Achievement in summer 2012, as compared to 306 in summer 2011. Notable changes are seen in the area of apprenticeship. The most significant decreases were seen in Apprenticeship Barbering, Apprenticeship Cosmetology, Apprenticeship Electricity Power Lineman, and Apprenticeship Surveying Chief of Party. The increase seen in summer 2011 is a snapshot of a year's worth of extraordinary work by the Division of Business and Career Technical Education (BCTE) in identifying students who completed program requirements in the past but had not submitted a petition for evaluation. The increase in Certificate of Achievement numbers for fall 2010, spring 2011 and summer 2011 are a reflection of those efforts.

A total of 15 Certificates of Proficiency were awarded in summer 2012, as compared to 12 in summer 2011.

RECOMMENDATION

It is recommended that the Board of Trustees confirm the recipients of the associate degrees and certificates for the summer 2012 as presented.

Fiscal Impact: None	Board Date: November 13, 2012
Prepared by: John C. Hernandez, Ph.D., Vice President of Student Services	
Submitted by: Juan Vázquez, President	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	



Santiago Canyon College

SUMMER 2012

**Student Names
Associate in Arts Degree**

Santiago Canyon College
 Associate of Arts Degrees Conferred
 Summer 2012

Last Name	First Name	Major	Honors	Departmental	President's Scholar
Aggarwal	Sonia	Business Administration			
Allen	Jordan	Liberal Arts: Arts, Humanities and Communication			
Ambrosius	Gabriel	Liberal Arts: Social and Behavioral Sciences			
Anslow	Dominic	Mathematics	With Honors	Departmental Honors	
Arriaga	Stephanie	Liberal Arts: Arts, Humanities and Communication			
Asura	Brian	Liberal Arts: Arts, Humanities and Communication			
Asura	Brian	Liberal Arts: University Transfer Studies			
Asura	Brian	Liberal Arts: Social and Behavioral Sciences			
Avila	Vanessa	Liberal Arts: Arts, Humanities and Communication			
Bailey	Noah	Liberal Arts	With Highest Honors		
Baker	Michael	Business Administration			
Basye	Troy	Business Administration			
Becker	Anastasia	Liberal Arts: Arts, Humanities and Communication			
Becker	Anastasia	Liberal Arts: Mathematics and Sciences			
Blush	Nathan	Liberal Arts: Arts, Humanities and Communication			
Blush	Nathan	Liberal Arts: Mathematics and Sciences			
Blush	Nathan	Liberal Arts: Social and Behavioral Sciences			
Breeher	Julie	Business Administration			
Breeher	Julie	Liberal Arts: Arts, Humanities and Communication			
Breeher	Julie	Liberal Arts: Mathematics and Sciences			
Burkhart	Taylor	History			
Candelaria	Alison	Liberal Arts			
Candelaria	Alison	Liberal Arts: Social and Behavioral Sciences			
Chavez	Martha	Liberal Arts: Arts, Humanities and Communication			
Chivas	Eric	Liberal Arts: Social and Behavioral Sciences			
Christian	Madison	Liberal Arts: Arts, Humanities and Communication			
Christian	Madison	Liberal Arts: Mathematics and Sciences			
Christian	Madison	Liberal Arts: Social and Behavioral Sciences			
Cochran	Lindsey	Liberal Arts: Arts, Humanities and Communication			
De Anda	Joseph	Liberal Arts: Arts, Humanities and Communication			
De Guzman	Nichol	Liberal Arts: Social and Behavioral Sciences			

4.5 (3)

Santiago Canyon College
Associate of Arts Degrees Conferred
Summer 2012

Last Name	First Name	Major	Honors	Departmental	President's Scholar
Dennie	Michael	Liberal Arts: Mathematics and Sciences			
Diaz	Kirk	Liberal Arts: Arts, Humanities and Communication			
Diaz	Kirk	Liberal Arts: Social and Behavioral Sciences			
Diedrich	Natasha	Liberal Arts: Arts, Humanities and Communication			
Diedrich	Natasha	Liberal Arts: Social and Behavioral Sciences			
Elam	Ryan	Business Management - Entrepreneurship			
Enright	Katie	Psychology			
Eriksen	Adam	Liberal Arts: Arts, Humanities and Communication			
Fairfield	Kody	Liberal Arts: Arts, Humanities and Communication			
Fairfield	Kody	Liberal Arts: Social and Behavioral Sciences			
Ferraro	Keegan	Liberal Arts: Arts, Humanities and Communication			
Fischer	Annelise	Liberal Arts: Mathematics and Sciences			
Franco	Ana	Liberal Arts: Mathematics and Sciences			
Franco	Ana	Mathematics			
Ghede	Gidewon	Liberal Arts: Arts, Humanities and Communication			
Giampiccolo	Joseph	Liberal Arts: Arts, Humanities and Communication			
Giampiccolo	Joseph	Liberal Arts: Mathematics and Sciences			
Gonzalez	Leonardo	Liberal Arts: Social and Behavioral Sciences			
Gonzalez Fernandez	Gabriel	Liberal Arts: Mathematics and Sciences	With High Honors		
Ha	Nicholas	Liberal Arts: Arts, Humanities and Communication			
Ha	Nicholas	Liberal Arts: Social and Behavioral Sciences			
Hall	Dean	Liberal Arts: Arts, Humanities and Communication			
Hanania	Samaan Landon	Liberal Arts: Arts, Humanities and Communication			
Hanania	Samaan Landon	Liberal Arts: Social and Behavioral Sciences			
Hart	Matthew	Liberal Arts: Arts, Humanities and Communication			
Herman	Casey	Liberal Arts: Mathematics and Sciences			
Hernandez	Isaac	Liberal Arts: Arts, Humanities and Communication			
Hernandez	Stephanie	Liberal Arts: Social and Behavioral Sciences			
Herrera	Carmen	Liberal Arts: Arts, Humanities and Communication			
Iriarte	Michael	Liberal Arts: Arts, Humanities and Communication			
Jalbert	James	Liberal Arts: Arts, Humanities and Communication	With Honors		

4.5 (4)

Santiago Canyon College
Associate of Arts Degrees Conferred
Summer 2012

Last Name	First Name	Major	Honors	Departmental	President's Scholar
Jalbert	James	Liberal Arts: Mathematics and Sciences	With Honors		
Jalbert	James	Liberal Arts: Social and Behavioral Sciences	With Honors		
Jansen	Corey	Liberal Arts: Arts, Humanities and Communication			
Jiricek	Matthew	Liberal Arts: Arts, Humanities and Communication			
Jones	Joshua	Liberal Arts: Arts, Humanities and Communication			
Kelly	Christopher	Liberal Arts: Arts, Humanities and Communication			
Kuklinski	Thorsten	Liberal Arts			
Kumagai	Kyle	Liberal Arts: Arts, Humanities and Communication			
Kunitsa	Annette	Liberal Arts: Arts, Humanities and Communication			
Kunitsa	Annette	Liberal Arts: Social and Behavioral Sciences			
Le	Binh	Liberal Arts: Arts, Humanities and Communication			
Le	Binh	Liberal Arts: Mathematics and Sciences			
Leano	Marilee	Liberal Arts: Mathematics and Sciences			
Leon	Jesus	Business Administration			
Lester	Kris	Liberal Arts: Arts, Humanities and Communication			
Lin	James	Liberal Arts: Arts, Humanities and Communication			
MacShane	Joshua	Liberal Arts: Arts, Humanities and Communication			
Malkoff	David	Liberal Arts: Arts, Humanities and Communication			
Marchant	Brittany	Liberal Arts: Social and Behavioral Sciences			
Mateka	Laszlo	Liberal Arts: Arts, Humanities and Communication			
Mateka	Laszlo	Liberal Arts: Social and Behavioral Sciences			
Mecca	Lauren	Liberal Arts: Arts, Humanities and Communication			
Melton	David	Liberal Arts: Arts, Humanities and Communication			
Melton	David	Liberal Arts: Mathematics and Sciences			
Melton	David	Liberal Arts: University Transfer Studies			
Meza	Devin	Liberal Arts: Arts, Humanities and Communication			
Michaelis	Crystal	Liberal Arts			
Mollaghasemi	Natasha	Liberal Arts: Mathematics and Sciences			
Montijo	Jenna	Elementary Education	With Honors	Departmental Honors	
Morones	Griselda	Liberal Arts: Social and Behavioral Sciences			
Oliver	Veronica	Liberal Arts: Arts, Humanities and Communication			

4.5 (5)

Santiago Canyon College
Associate of Arts Degrees Conferred
Summer 2012

Last Name	First Name	Major	Honors	Departmental	President's Scholar
Oliver	Veronica	Liberal Arts: Social and Behavioral Sciences			
Ortega	Christopher	Liberal Arts: Arts, Humanities and Communication			
Ortega	Christopher	Liberal Arts: Mathematics and Sciences			
Park	Stephen	Liberal Arts: Mathematics and Sciences			
Peters	Michael	Liberal Arts: Social and Behavioral Sciences			
Peters	Michael	Liberal Arts: Arts, Humanities and Communication			
Peterson	Travis	Liberal Arts: Arts, Humanities and Communication			
Quach	Kevin	Liberal Arts: Arts, Humanities and Communication			
Quiroz	Chanel	Liberal Arts: Arts, Humanities and Communication			
Ramirez Jr	Quirino	Psychology			
Rapae	Erin	Liberal Arts: Arts, Humanities and Communication			
Reyes	Jessica	Liberal Arts			
Ricard	Jared	Liberal Arts: Arts, Humanities and Communication			
Ricard	Jared	Liberal Arts: Social and Behavioral Sciences			
Robinson	Tyler	Business Management			
Rojas	Alex	Liberal Arts: Arts, Humanities and Communication			
Ruiz	Maricela	Liberal Arts: Social and Behavioral Sciences			
Saldivar	Oscar	Liberal Arts: Arts, Humanities and Communication			
Schriner	Stacy	Liberal Arts: Social and Behavioral Sciences			
Stanley	Leonard	Liberal Arts: Arts, Humanities and Communication			
Stanley	Leonard	Liberal Arts: Social and Behavioral Sciences			
Stone	Bryant	Liberal Arts: Arts, Humanities and Communication			
Stone	Ivey	Liberal Arts: Arts, Humanities and Communication			
Thompson	Justin	Liberal Arts: Mathematics and Sciences			
Toomey	Zachary	Liberal Arts: Arts, Humanities and Communication			
Tran	Anthony	Liberal Arts: Arts, Humanities and Communication	With Honors		President's Scholar
Tran	Anthony	Liberal Arts: Mathematics and Sciences	With Honors		President's Scholar
Trevino	Shelby	Liberal Arts: Social and Behavioral Sciences			
Trinh	Han	Sociology			
Trinh	Phuong	Liberal Arts: Arts, Humanities and Communication			
Underwood	Matthew	Liberal Arts: Arts, Humanities and Communication			

Santiago Canyon College
 Associate of Arts Degrees Conferred
 Summer 2012

Last Name	First Name	Major	Honors	Departmental	President's Scholar
Valdivia	Arturo	Liberal Arts: University Transfer Studies			
Vega	Sebastian	Liberal Arts: Arts, Humanities and Communication			
Villalobos	Lluvia	Economics	With Honors	Departmental Honors	
Villalobos	Lluvia	Liberal Arts: Arts, Humanities and Communication	With Honors		
Walsh	Kyle	Liberal Arts: Arts, Humanities and Communication			
Walsh	Kyle	Liberal Arts: University Transfer Studies			
Walsh	Matthew	Liberal Arts: Arts, Humanities and Communication	With High Honors		
Weeks	Karly	Liberal Arts: Mathematics and Sciences			



Santiago Canyon College

SUMMER 2012

**Student Names
Associate in Science Degree**

Santiago Canyon College
 Associate in Science Degrees Conferred
 Summer 2012

Last Name	First Name	Major	Honors	Departmental Honors	President's Scholar
Eliopulos	James	Water Utility Science - Wastewater/Environmental Sanitation			
Franco	Ana	Physics			
Gonzalez Fernandez	Gabriel	Biological Science	With High Honors	Departmental Honors	
Gonzalez Fernandez	Gabriel	Chemistry			
McKee	Michael	Water Utility Science - Water Treatment			
Melton	David	Mathematics			
Mollaghasemi	Natasha	Biological Science			
Tran	Anthony	Physics	With Honors	Departmental Honors	President's Scholar



Santiago Canyon College

SUMMER 2012

**Student Names
Certificate of Achievement**

Santiago Canyon College
Certificates of Achievement Conferred
Summer 2012

Last Name	First Name	Major
Abuhasan	Mohammad	CSU General Education Breadth
Aggarwal	Sonia	CSU General Education Breadth
Allen	Jordan	CSU General Education Breadth
Ambrosius	Gabriel	IGETC General Education Breadth
Anderson	Kayla	CSU General Education Breadth
Anslow	Dominic	CSU General Education Breadth
Arriaga	Stephanie	IGETC General Education Breadth
Asura	Brian	CSU General Education Breadth
Avila	Vanessa	CSU General Education Breadth
Baker	Michael	CSU General Education Breadth
Beltran	Melanie	IGETC General Education Breadth
Blush	Nathan	CSU General Education Breadth
Bojorquez	Oscar	Apprenticeship Electricity - Power Lineman
Bowen	Brian	Apprenticeship Electricity - Power Lineman
Breeher	Julie	CSU General Education Breadth
Bucio	David	Apprenticeship Electricity - Power Lineman
Burkhart	Taylor	CSU General Education Breadth
Burner	Adam	Apprenticeship Electricity - Power Lineman
Bushnell	Brigitte	CSU General Education Breadth
Callegari	Fiero	Apprenticeship Electricity - Power Lineman
Carmona	Arlett	IGETC General Education Breadth
Chapman	Jamie	CSU General Education Breadth
Chavez	Martha	CSU General Education Breadth
Christian	Madison	CSU General Education Breadth
Cochran	Lindsey	CSU General Education Breadth
De Guzman	Nichol	IGETC General Education Breadth
Delao	Luis	Apprenticeship Electricity - Power Lineman
Dennie	Michael	CSU General Education Breadth
Detlaff	Patrick	Apprenticeship Electricity - Power Lineman
Diedrich	Natasha	CSU General Education Breadth
Eaton	Steven	Apprenticeship Electricity - Power Lineman
Elam	Ryan	Business Management - Entrepreneurship

Santiago Canyon College
Certificates of Achievement Conferred
Summer 2012

Last Name	First Name	Major
Eliopulos	James	Water Utility Science - Water Distribution
Enright	Katie	IGETC General Education Breadth
Eriksen	Adam	CSU General Education Breadth
Evanson	Damen	Apprenticeship Electricity - Power Lineman
Fairfield	Kody	CSU General Education Breadth
Ferraro	Keegan	CSU General Education Breadth
Finney	Shane	Apprenticeship Electricity - Power Lineman
Fischer	Annelise	CSU General Education Breadth
Fisher	Ronald	Apprenticeship Electricity - Power Lineman
Flores	Jennifer	CSU General Education Breadth
Flores	Saul	Apprenticeship Electricity - Power Lineman
Flowers	Nicole	CSU General Education Breadth
Franco	Ana	IGETC General Education Breadth
Garcia	Jacqueline	CSU General Education Breadth
George	Sara	CSU General Education Breadth
Gibson	Isaac	Apprenticeship Electricity - Power Lineman
Gonzales	Luiz	Apprenticeship Electricity - Power Lineman
Gonzalez	Daniel	CSU General Education Breadth
Gonzalez	Leonardo	CSU General Education Breadth
Gonzalez	Gabriel	IGETC General Education Breadth
Goodman	Winton	Gemology
Ha	Nicholas	CSU General Education Breadth
Hall	Dean	CSU General Education Breadth
Hallett	Gerald	Apprenticeship Electricity - Power Lineman
Hammond	Austin	Apprenticeship Electricity - Power Lineman
Hanania	Samaan Landon	CSU General Education Breadth
Harris	Fred	Apprenticeship Electricity - Power Lineman
Hart	Matthew	IGETC General Education Breadth
Healey	Mark	Water Utility Science - Water Distribution
Henderson	Steven	Apprenticeship Electricity - Power Lineman
Herman	Casey	CSU General Education Breadth
Hernandez	Isaac	CSU General Education Breadth

Santiago Canyon College
Certificates of Achievement Conferred
Summer 2012

Last Name	First Name	Major
Hernandez	Stephanie	IGETC General Education Breadth
Herrbach	Michael	Water Utility Science - Water Distribution
Herrbach	Michael	Water Utility Science - Water Treatment
Herrbach	Michael	Water Utility Science - Wastewater/Environmental Sanitation
Herrera	Carmen	CSU General Education Breadth
Hollingsworth	Mason	Apprenticeship Electricity - Power Lineman
Jacobson	Justin	Apprenticeship Electricity - Power Lineman
Jalbert	James	CSU General Education Breadth
Jalbert	James	IGETC General Education Breadth
Jansen	Corey	CSU General Education Breadth
Jimenez	Jose	CSU General Education Breadth
Jiricek	Matthew	IGETC General Education Breadth
Jones	Joshua	CSU General Education Breadth
Jordan	Kelsey	CSU General Education Breadth
Kelly	Christopher	IGETC General Education Breadth
Kirakosian	Haikaz	Apprenticeship Electricity - Power Lineman
Kreeger	Riley	Apprenticeship Electricity - Power Lineman
Kumagai	Kyle	CSU General Education Breadth
Le	Binh	CSU General Education Breadth
Leano	Marilee	IGETC General Education Breadth
Leon	Jose	Apprenticeship Electricity - Power Lineman
Lester	Kris	CSU General Education Breadth
Lin	James	IGETC General Education Breadth
Lindner	Richard	Apprenticeship Electricity - Power Lineman
Lindquist	Jarrod	Apprenticeship Electricity - Power Lineman
Lopez	Nelson	Apprenticeship Electricity - Power Lineman
MacShane	Joshua	CSU General Education Breadth
Malkoff	David	CSU General Education Breadth
Marchant	Brittany	CSU General Education Breadth
Mateka	Laszlo	CSU General Education Breadth
Mc Calister	Freddie	Apprenticeship Electricity - Power Lineman
McKee	Michael	Water Utility Science - Water Treatment

Santiago Canyon College
Certificates of Achievement Conferred
Summer 2012

Last Name	First Name	Major
Mecca	Lauren	CSU General Education Breadth
Melton	David	CSU General Education Breadth
Meza	Devin	CSU General Education Breadth
Miranda	Ruben	Apprenticeship Electricity - Power Lineman
Mollaghasemi	Natasha	IGETC General Education Breadth
Morones	Griselda	CSU General Education Breadth
Naranjo	Bobby	Apprenticeship Electricity - Industrial
Oliver	Veronica	CSU General Education Breadth
Ortega	Christopher	CSU General Education Breadth
Ortega	Christopher	IGETC General Education Breadth
Pantalone	Vincent	Water Utility Science - Water Treatment
Park	Stephen	CSU General Education Breadth
Peterson	Travis	CSU General Education Breadth
Petropoulos	Steven	CSU General Education Breadth
Prebe	Catherine	CSU General Education Breadth
Quach	Kevin	CSU General Education Breadth
Quiroz	Chanel	CSU General Education Breadth
Ramirez	Kyle	Apprenticeship Electricity - Power Lineman
Ramirez	Omar	CSU General Education Breadth
Rapae	Erin	CSU General Education Breadth
Ray	Adam	Apprenticeship Electricity - Power Lineman
Ricard	Jared	CSU General Education Breadth
Richmond	Justin	IGETC General Education Breadth
Robbins	Anthony	Apprenticeship Electricity - Power Lineman
Rojas	Alex	CSU General Education Breadth
Roldan	John	Apprenticeship Electricity - Power Lineman
Ruiz	Maricela	CSU General Education Breadth
Saldivar	Oscar	IGETC General Education Breadth
Schoendienst	Randy	Water Utility Science - Water Distribution
Schoendienst	Randy	Water Utility Science - Water Treatment
Schoendienst	Randy	Water Utility Science - Wastewater/Environmental Sanitation
Sellers	Kieran	CSU General Education Breadth

Santiago Canyon College
Certificates of Achievement Conferred
Summer 2012

Last Name	First Name	Major
Settle	Joshua	Apprenticeship Electricity - Power Lineman
Smith	John	Apprenticeship Electricity - Power Lineman
Sobol	Kristin	IGETC General Education Breadth
Stahr	Michael	Apprenticeship Electricity - Power Lineman
Stanley	Leonard	CSU General Education Breadth
Stone	Bryant	CSU General Education Breadth
Stone	Ivey	CSU General Education Breadth
Tate	Christopher	Apprenticeship Electricity - Power Lineman
Thompson	Justin	CSU General Education Breadth
Toomey	Zachary	CSU General Education Breadth
Tran	Anthony	IGETC General Education Breadth
Trevino	Shelby	CSU General Education Breadth
Underwood	Matthew	CSU General Education Breadth
Valdivia	Arturo	CSU General Education Breadth
Valencia	Miguel	Apprenticeship Electricity - Power Lineman
Valenzuela	Anthony	Apprenticeship Electricity - Power Lineman
Vega	Sebastian	CSU General Education Breadth
Villarreal	Ernesto	Water Utility Science - Water Distribution
Walsh	Matthew	IGETC General Education Breadth
Woolsey	Graham	CSU General Education Breadth



Santiago Canyon College

SUMMER 2012

**Student Names
Certificate of Proficiency**

Santiago Canyon College
Certificates of Proficiency Conferred
Summer 2012

Last Name	First Name	Major
Ahmad	Kamran	General Marketing
Ahmad	Kamran	Marketing Advertising
Burgoa	Alexei	General Accounting
Garcia	Sara	Television/Video Communications: Media Studies
Huang	Kuo-Shu	General Accounting
Kaur	Sanjam	Management: Human Resource Management
Kemp	Shane	Public Works: Project Management
Lopez	Alondra	Education: After School Program Assistant
Luu	Cao	Public Works: Project Management
Nguyen	David	General Marketing
Nguyen	David	Marketing Advertising
Paukstis	Robert	Public Works: Project Management
Sprenger	Matthew	Television/Video Communications: Media Studies
Stensby	Bertha	General Accounting
Stump	Wesley	Television/Video Communications: Media Studies



Santiago Canyon College

SUMMER 2012

STATISTICS

SANTIAGO CANYON COLLEGE

Associate Degrees

SUMMER 2012

<u>MAJOR</u>	<u>2012</u>
Biological Sciences	2
Business Administration	5
Business Management	1
Business Management - Entrepreneurship	2
Chemistry	1
Economics	1
Elementary Education	1
History	1
Liberal Arts	5
Liberal Arts: University Transfer Studies	4
Liberal Arts: Arts, Humanities, & Communication	62
Liberal Arts: Mathematics & Sciences	20
Liberal Arts: Social & Behavioral Sciences	26
Mathematics	3
Physics	2
Psychology	2
Sociology	1
Water Utility Science: Wastewater/Environmental Sanitation	1
Water Utility Science: Water Treatment	1

Total **141**

Associate of Arts 132
Associate of Science 9

Female 52
Male 89

SANTIAGO CANYON COLLEGE
Certificates of Achievement and Certificates of Proficiency
SUMMER 2012

Certificates of Achievement

		<u>2012</u>
Apprenticeship - Electricity		
Industrial		1
Power Lineman		38
Business Management		
Entrepreneurship		1
CSU General Education Breadth		74
Gemology		1
IGETC General Education Breadth		22
Water Utility Science		
Water Distribution		5
Water Treatment		4
Wastewater/Environmental Sanitation		2
Female 40		
Male 108		
Total		148

Certificates of Proficiency

		<u>2012</u>
Accounting: General		3
Education:		
After School Program Assistant		1
Management:		
Human Resources		1
Marketing:		
Advertising		2
General Marketing		2
Project Management		3
TV/Video Communications- Media Studies		3
Female 5		
Male 10		
Total		15

Combined Total 163



Santiago Canyon College

SUMMER 2011 and 2012

**COMPARATIVE
STATISTICS**

SANTIAGO CANYON COLLEGE

Associate Degrees

SUMMER

Comparative Statistics by Semester

<u>MAJOR</u>	<u>2011</u>	<u>2012</u>
Art	1	
Biological Sciences	2	2
Business Administration	5	5
Business Management		1
Business Management: Entrepreneurship		2
Chemistry		1
Cosmetology	1	
Economics	2	1
Elementary Education		1
Gemology	2	
Geography	1	
History	1	1
Liberal Arts	3	5
Liberal Arts: University Transfer Studies	6	4
Liberal Arts: Arts, Humanities, & Communication	40	62
Liberal Arts: Mathematics & Sciences	12	20
Liberal Arts: Social & Behavioral Sciences	10	26
Marketing - General	2	
Mathematics		3
Modern Languages	1	
Physics	2	2
Political Science	2	
Psychology	4	2
Public Works Management	1	
Science		
Sociology		1
Survey/Mapping Sciences: Land Surveying	1	
Water Utility Science: Wastewater/Environmental Sanitation		1
Water Utility Science: Water Treatment	1	1
<u>TOTAL</u>	100	141

SANTIAGO CANYON COLLEGE
Certificates of Achievement and Certificates
SUMMER
Comparative Statistics by Semester

Certificates of Achievement

	<u>2011</u>	<u>2012</u>
Apprenticeship: Barbering	32	
Apprenticeship: Cosmetology	12	
Apprenticeship: Electricity		
Industrial	16	1
Power Lineman	108	38
Sound Installer	4	
Apprenticeship: Surveying		
Chief of Party	29	
Business Management: Entrepreneurship		1
Cosmetology	11	
CSU General Education Breadth	47	74
Gemology	2	1
IGETC General Education Breadth	36	22
Public Works: Construction Inspection	1	
Survey/Mapping Sciences: Land Surveying	2	
Water Utility Science		
Water Distribution	1	5
Water Treatment	3	4
Wastewater/Environmental Sanitation	2	2

Total 306 148

SANTIAGO CANYON COLLEGE
Certificates of Achievement and Certificates
SUMMER
Comparative Statistics by Semester

Certificates of Proficiency

	<u>2011</u>	<u>2012</u>
Accounting: General		3
<hr style="border-top: 1px dashed black;"/>		
Education		
After School Program Assistant		1
<hr style="border-top: 1px dashed black;"/>		
Management:		
Human Resources		1
Supervision	1	
<hr style="border-top: 1px dashed black;"/>		
Marketing		
Advertising	2	2
General Marketing	3	2
<hr style="border-top: 1px dashed black;"/>		
Project Management	1	3
<hr style="border-top: 1px dashed black;"/>		
Survey/Mapping Sciences: Land Surveying Technician	2	
<hr style="border-top: 1px dashed black;"/>		
TV/Video Communications: Media Studies	2	3
<hr style="border-top: 1px dashed black;"/>		
Water Utility Science: Supervisor	1	
<hr style="border-top: 1px dashed black;"/>		
Total	12	15

Certificate of Achievement Total	306	148
Certificate of Proficiency Total	12	15
GRAND TOTAL	318	163

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santiago Canyon College
Community Services Program**

To: Board of Trustees	Date: November 13, 2012
Re: Approval of Santiago Canyon College Community Services Program, Spring 2013	
Action: Request for Approval	

BACKGROUND

The spring 2013 Community Services Program reflects a comprehensive effort to meet the needs of the community by maintaining quality in community education programming through the development of new courses and promoting on-going revenue generating courses.

ANALYSIS

Santiago Canyon College (SCC) maintains a comprehensive educational Community Services Program that supports RSCCD's vision of "providing comprehensive educational opportunities" and responds to the diverse needs of the community. Community Services continues to expand its educational program by offering more than 120 cost effective classes in the SCC service area.

RECOMMENDATION

It is recommended that the Board of Trustees review and approve the attached proposed Community Services Program for spring 2013.

Fiscal Impact: \$25,000 revenue	Board Date: November 13, 2012
Prepared by: Jose Vargas, Vice President of Continuing Education	
Submitted by: Juan Vázquez, President	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

SANTIAGO CANYON COLLEGE
Community Services Program – Spring 2013

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate SCC/Presenter</u>
<i>Animal Care</i>			
Basic Dog Manners "Crash Course"	Dog Services Unlimited	\$75	60/40
How to Help Your Dog Help Others	Kim Pagonos	\$69	60/40
<i>Around the Home & Garden</i>			
Basic Home Repairs	Rick Longobart	\$89	50/50
Basic Plumbing Repairs	Rick Longobart	\$59	50/50
Interior Design for the Homeowner	Cynthia Albert	\$69	60/40
<i>Arts & Crafts</i>			
Beginning Watercolor	Wendy Wu	\$69	60/40
Quick & Easy Sketching	Wendy Wu	\$69	60/40
Jewelry Design/Stringing Techniques	Phuong Nguyen	\$35	50/50
Jewelry Design/Hand Wire Techniques	Phuong Nguyen	\$35	50/50
Printmaking for Fun	Deborah Goldman	\$120	60/40
Painting & Drawing with Pastels	Kamillia Hardy	\$120	60/40
<i>Business & Careers</i>			
Become a Notary Public	Notary Public Seminars	\$85	60/40
Renewing Notaries	Notary Public Seminars	\$50	60/40
How to Become a Mystery Shopper	Elaine Moran	\$39	60/40
Writing Your 1 st Book	Bobbie Christensen	\$39	60/40
Publishing Your 1 st Book	Bobbie Christensen	\$39	60/40
Human Resources Certification	Allison Pratt	\$99	60/40
• Employee Retention	Allison Pratt	\$39	60/40
• Conducting Effective Appraisals	Allison Pratt	\$39	60/40
• Effective & Legally Safe Terminations	Allison Pratt	\$39	60/40
Sexual Harassment Avoidance	Allison Pratt	\$75	60/40
Accounting for the Non-Accountants	TBA	\$89	60/40
Introduction To QuickBooks	TBA	\$99	60/40
Successful Home-Based Business	LeAnne Krusemark	\$39	60/40
Make Money with a Typing/WP Business	LeAnne Krusemark	\$19	60/40
Beginner's Guide to Getting Published	LeAnne Krusemark	\$39	60/40
Meet the Publisher	LeAnne Krusemark	\$19	60/40
Operations Management Certificate Program	Searchtec	\$936	35/65
• Back To Basics- Management 101	Searchtec	\$195	35/65
• Quality Management	Searchtec	\$195	35/65
• Project Management	Searchtec	\$195	35/65
• Work Measurements/Cost Analysis	Searchtec	\$195	35/65
• Production Planning & Controls	Searchtec	\$195	35/65
• Supply Chain Managements-Logistics	Searchtec	\$195	35/65
• Lean Enterprise	Searchtec	\$195	35/65
Grant Writing	John Drew	\$65	60/40
Wholesale Auto Dealer from Home	Ronald Williams	\$85	60/40

SANTIAGO CANYON COLLEGE
Community Services Program – Spring 2013

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u> <u>SCC/Presenter</u>
<i>Business & Careers Continued</i>			
Start Your Own Business	Diana Woo Sullivan	\$39	60/40
Introduction to Voiceovers	Voices for All	\$29	60/40
Personal Fitness Trainer Certificate	W.I.T.S.	\$679	\$150/pp
Backflow Prevention Devices	Martin Friebert	\$375	\$55/hour
Professional Development/Land Surveyor	David Woolley	\$149	60/40
<i>College For Kids</i>			
Seriously Awesome Sitters	Sabrina Bradley	\$39	60/40
Composition & Writing Skills	Phyllis Neal	\$59	\$35/hour
Mother/Daughter Sewing Design	Carla Buchanan	\$25	60/40
<i>Computers</i>			
Computer Basic	Dori Dumon	\$89	\$35-45/hour
Introduction to Outlook & Email	Dori Dumon	\$89	\$35-45/hour
Managing Your Computer Files	Dori Dumon	\$44	\$35-\$45/hour
Become a Windows Wizard	Dori Dumon	\$44	\$35-45/hour
Introduction To Photoshop	Dori Dumon	\$89	\$35-45/hour
Microsoft Word - Part I/ Pat II	Don Dutton	\$89	\$35-45/hour
MS Excel – Part I/ Part II	Don Dutton	\$89	\$35-45/hour
PowerPoint	Don Dutton	\$89	\$35-45/hour
Web Design	Dori Dumon	\$89	\$35-45/hour
Mac Basics	Keith Mueller/ Jill Gruber	\$89	50/50
Intermediate Mac	Keith Mueller/ Jill Gruber	\$89	50/50
Improving PC Performance	Robert Cohen	\$29	50/50
iPhones, iPads... and I'm Lost!	Robert Cohen	\$39	50/50
Facebook Social Media Marketing	Robert Cohen	\$39	50/50
On-Line Courses	Education To Go	\$79-\$199	\$52-\$151
<i>Dance</i>			
Salsa – Part I/ Part II	Salomon Rivera	\$59	60/40
Zumba	Salomon Rivera	\$59	60/40
Belly Dance	JoEllen Larsen	\$59	60/40
Strictly Ballroom	John Potter	\$59	\$40/hour
East Coast Swing	John Potter	\$59	\$40/hour
Night Club Slow Dance	John Potter	\$59	\$40/hour
Strictly Tango	John Potter	\$59	\$40/hour
<i>Gemology</i>			
The Jewelry Bench Explained	Lothar Vallot	\$35	60/40
Everything You Wanted to Know About Gems	Lothar Vallot	\$35	60/40
Gemstone Buyers Beware	John Eyre	\$35	60/40
Color Me Purple	John Eyre	\$35	60/40
Jewelry Appraising Explained	Lothar Vallot	\$35	60/40
What's New with Old Jewelry	Diana Cinamon Sanders	\$35	60/40

SANTIAGO CANYON COLLEGE
Community Services Program – Spring 2013

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u> <u>SCC/Presenter</u>
Health, Beauty & Fitness			
Tai Chi Chuan	Karen Mack	\$59	60/40
Yoga	Lindsay Klabacha	\$79	60/40
Kickboxing	Lindsay Klabacha	\$79	60/40
ZUMBA	Francine Foroughi	\$59	60/40
Evening of Massage	Barbara Sobel	\$39/\$69	60/40
Head & Foot Massage	Barbara Sobel	\$39/\$69	60/40
Mindfulness for Healthy Eating	Mariana Miliaru	\$125	60/40
Language			
Conversational Spanish	CALINK Institute	\$69	\$40/hour
Fast Fun French	Katherine Watson	\$59	60/40
Italian for Travelers – Part I/ Part II	Alpine Tutoring	\$69	\$38/hour
Medical Billing			
Medical Billing Series	KGP Consulting	\$139	60/40
Insurance Billing I	KGP Consulting	\$99	60/40
Insurance Billing II	KGP Consulting	\$69	60/40
Computerized Medical Billing	KGP Consulting	\$25	60/40
Start a Medical Insurance Billing Service	KGP Consulting	\$29	60/40
Billing for Worker's Comp & Personal Injury	KGP Consulting	\$69	60/40
Money Matters			
Master Your Investments	Jalon O'Connell	\$39	No Charge
Investment Bootcamp	Jalon O'Connell	\$39	No Charge
Build Your Financial Portfolio	Bobbie Christensen	\$39/\$59	60/40
Retirement Planning Today	Charles Munoz	\$49/\$69	60/40
Financial Independence & How to Attain It!	Bob Lindquist	\$29	60/40
Music			
Beginning Guitar	Ron Gorman	\$89	50/50
Electric Guitar	Ron Gorman	\$89	50/50
Intermediate Singer/Song Writers	Ron Gorman	\$89	50/50
Older Adult Classes			
Quilting	Judy Schindelbeck	\$48	\$40/hour
Life Story Writing	Dawn Thurston	\$30	\$40/hour
Total Fitness	Jeff Nolasco	\$48/\$42	\$40/hour
Yoga for Older Adults	Bobby Glicksir	\$64	\$40/hour
Basic Drawing	Eileen Clary	\$72	\$40/hour
Watercolor Painting	Eileen Clary	\$72	\$40/hour
Personal Enrichment			
Overcome Anxiety & Panic Forever	Nick Lazaris	\$29	60/40
Overcome Your Fear of Public Speaking	Nick Lazaris	\$29	60/40

SANTIAGO CANYON COLLEGE
Community Services Program – Spring 2013

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u> <u>SCC/Presenter</u>
<i>Personal Enrichment Continued</i>			
Assertive Skills for Success	Nick Lazaris	\$29	60/40
Dazzling Conversationalist	Vandy Forrester	\$29	No Fee
<i>Real Estate</i>			
How to Sell Residential Real Estate	Robert Lindquist	\$19	50/50
<i>Special Interest</i>			
Basic Digital Photography	Julie Diebolt Price	\$49	60/40
Introduction to Digital Photography	Julie Diebolt Price	\$99	60/40
Fly Fishing for Fun	Eric Christensen	\$39	60/40
Sushi Made Easy	Dave & Barb Sobel	\$29	50/50
Benefits of Juice	Dave & Barb Sobel	\$29	50/50
CPR	Sabrina Bradley	\$29	60/40
Basic First Aid	Sabrina Bradley	\$29	60/40
<i>Test Preparation</i>			
SAT Preparation	Jayne Munoz/Joel Sheldon	\$94	\$40/Hour
Online Driver's Education	Safety Drivers Ed	\$55	50/50
<i>Travel</i>			
Fit for a Queen	Good Times Travel	\$69/\$109	\$52-\$103/pp
Space Shuttle Endeavour	Good Times Travel	\$59	\$42-\$53/pp
Wild Goose Bruch Cruise	Good Times Travel	\$99	\$82-\$91/pp
Marion Davies Beach House	Good Times Travel	\$59	\$42-\$51/pp
Multi-Day Tours TBA	Good Times Travel	TBA	TBA

Check Registers Submitted for Approval
 Checks Written for Period 10/13/12 thru 11/02/12

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
55063	General Fund Unrestricted	4,694.00	0.00	4,694.00	92*0329565	92*0329579
55064	General Fund Unrestricted	11,981.46	0.00	11,981.46	92*0329581	92*0329581
55065	General Fund Unrestricted	8,982.66	0.00	8,982.66	92*0329582	92*0329585
55066	General Fund Unrestricted	478.95	0.00	478.95	92*0329586	92*0329590
55067	General Fund Unrestricted	5,272.01	0.00	5,272.01	92*0329592	92*0329595
55068	General Fund Unrestricted	137.70	0.00	137.70	92*0329601	92*0329601
55070	General Fund Unrestricted	158.48	0.00	158.48	92*0329603	92*0329603
55071	General Fund Unrestricted	12,663.48	0.00	12,663.48	92*0329608	92*0329611
55073	General Fund Unrestricted	2,675.49	0.00	2,675.49	92*0329622	92*0329626
55079	General Fund Unrestricted	450.00	0.00	450.00	92*0329649	92*0329649
55080	General Fund Unrestricted	3,396.00	0.00	3,396.00	92*0329653	92*0329653
55081	General Fund Unrestricted	1,092.67	0.00	1,092.67	92*0329658	92*0329662
55083	General Fund Unrestricted	1,173.77	0.00	1,173.77	92*0329670	92*0329681
55087	General Fund Unrestricted	4,645.65	0.00	4,645.65	92*0329698	92*0329705
55088	General Fund Unrestricted	3,097.21	0.00	3,097.21	92*0329707	92*0329714
55089	General Fund Unrestricted	25,736.57	0.00	25,736.57	92*0329715	92*0329716
55091	General Fund Unrestricted	1,521.42	0.00	1,521.42	92*0329723	92*0329727
55092	General Fund Unrestricted	9,667.84	0.00	9,667.84	92*0329729	92*0329734
55098	General Fund Unrestricted	66,669.18	0.00	66,669.18	92*0329757	92*0329841
55099	General Fund Unrestricted	85,056.90	0.00	85,056.90	92*0329842	92*0329943
55100	General Fund Unrestricted	102,908.50	0.00	102,908.50	92*0329944	92*0330028
55101	General Fund Unrestricted	102,578.74	0.00	102,578.74	92*0330029	92*0330112
55102	General Fund Unrestricted	105,321.34	0.00	105,321.34	92*0330113	92*0330196
55103	General Fund Unrestricted	82,607.00	0.00	82,607.00	92*0330197	92*0330279
55104	General Fund Unrestricted	177.25	0.00	177.25	92*0330287	92*0330287
55106	General Fund Unrestricted	376.90	0.00	376.90	92*0330291	92*0330294
55108	General Fund Unrestricted	10,862.72	0.00	10,862.72	92*0330307	92*0330313
55110	General Fund Unrestricted	448.47	0.00	448.47	92*0330318	92*0330318
55111	General Fund Unrestricted	1,099.75	0.00	1,099.75	92*0330323	92*0330329
55112	General Fund Unrestricted	2,619.19	0.00	2,619.19	92*0330330	92*0330332
55115	General Fund Unrestricted	759.22	0.00	759.22	92*0330351	92*0330359
55116	General Fund Unrestricted	1,742.93	0.00	1,742.93	92*0330360	92*0330364
55117	General Fund Unrestricted	1,997.36	0.00	1,997.36	92*0330365	92*0330365
55118	General Fund Unrestricted	12,142.08	0.00	12,142.08	92*0330369	92*0330371
55119	General Fund Unrestricted	12,034.56	0.00	12,034.56	92*0330372	92*0330372
55120	General Fund Unrestricted	1,462.47	0.00	1,462.47	92*0330375	92*0330381
55121	General Fund Unrestricted	3,955.50	0.00	3,955.50	92*0330382	92*0330403
55122	General Fund Unrestricted	203.40	0.00	203.40	92*0330404	92*0330407
55127	General Fund Unrestricted	1,614.90	0.00	1,614.90	92*0330418	92*0330424
55128	General Fund Unrestricted	1,826.31	0.00	1,826.31	92*0330427	92*0330433
55130	General Fund Unrestricted	14,154.82	0.00	14,154.82	92*0330437	92*0330441

Check Registers Submitted for Approval
 Checks Written for Period 10/13/12 thru 11/02/12

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
55134	General Fund Unrestricted	20.92	0.00	20.92	92*0330454	92*0330455
55139	General Fund Unrestricted	693.97	0.00	693.97	92*0330470	92*0330473
55140	General Fund Unrestricted	11,162.50	0.00	11,162.50	92*0330475	92*0330477
55141	General Fund Unrestricted	66,776.00	0.00	66,776.00	92*0330479	92*0330479
55142	General Fund Unrestricted	83,991.50	0.00	83,991.50	92*0330480	92*0330480
55148	General Fund Unrestricted	1,629.63	0.00	1,629.63	92*0330504	92*0330508
55149	General Fund Unrestricted	4,202.81	0.00	4,202.81	92*0330510	92*0330512
55151	General Fund Unrestricted	4,494.00	0.00	4,494.00	92*0330516	92*0330530
55152	General Fund Unrestricted	15,345.60	0.00	15,345.60	92*0330531	92*0330533
55154	General Fund Unrestricted	2,128.69	0.00	2,128.69	92*0330542	92*0330548
55155	General Fund Unrestricted	2,385.49	0.00	2,385.49	92*0330549	92*0330554
55156	General Fund Unrestricted	3,775.56	0.00	3,775.56	92*0330555	92*0330556
55160	General Fund Unrestricted	3,501.84	0.00	3,501.84	92*0330569	92*0330574
55161	General Fund Unrestricted	124.35	0.00	124.35	92*0330575	92*0330576
55162	General Fund Unrestricted	41,191.00	0.00	41,191.00	92*0330577	92*0330604
55163	General Fund Unrestricted	88,907.00	0.00	88,907.00	92*0330605	92*0330689
55164	General Fund Unrestricted	51,628.00	0.00	51,628.00	92*0330690	92*0330741
55166	General Fund Unrestricted	836.26	0.00	836.26	92*0330749	92*0330753
55167	General Fund Unrestricted	1,982.28	0.00	1,982.28	92*0330754	92*0330758
55168	General Fund Unrestricted	4,485.00	0.00	4,485.00	92*0330763	92*0330763
55175	General Fund Unrestricted	645.00	0.00	645.00	92*0330780	92*0330780
55176	General Fund Unrestricted	6,270.69	0.00	6,270.69	92*0330787	92*0330791
55178	General Fund Unrestricted	415.69	0.00	415.69	92*0330798	92*0330799
55180	General Fund Unrestricted	28,962.81	0.00	28,962.81	92*0330803	92*0330806
55181	General Fund Unrestricted	1,227.00	0.00	1,227.00	92*0330807	92*0330815
55182	General Fund Unrestricted	3,396.00	0.00	3,396.00	92*0330816	92*0330816
55184	General Fund Unrestricted	3,544.24	0.00	3,544.24	92*0330821	92*0330826
55185	General Fund Unrestricted	1,062.69	0.00	1,062.69	92*0330831	92*0330835
55186	General Fund Unrestricted	2,143.87	0.00	2,143.87	92*0330837	92*0330837
55189	General Fund Unrestricted	923.22	0.00	923.22	92*0330845	92*0330846
55190	General Fund Unrestricted	5,027.90	0.00	5,027.90	92*0330851	92*0330852
55191	General Fund Unrestricted	1,942.74	0.00	1,942.74	92*0330853	92*0330860
55192	General Fund Unrestricted	17,054.34	0.00	17,054.34	92*0330861	92*0330863
55200	General Fund Unrestricted	1,666,569.20	0.00	1,666,569.20	92*0330881	92*0330882
55201	General Fund Unrestricted	4,975.80	0.00	4,975.80	92*0330883	92*0330888
55202	General Fund Unrestricted	4,085.40	0.00	4,085.40	92*0330889	92*0330902
55204	General Fund Unrestricted	94,884.91	0.00	94,884.91	92*0330905	92*0330907
55206	General Fund Unrestricted	6,311.86	0.00	6,311.86	92*0330912	92*0330916
55207	General Fund Unrestricted	1,080.21	0.00	1,080.21	92*0330920	92*0330920
55212	General Fund Unrestricted	4,303.44	0.00	4,303.44	92*0330946	92*0330952
55213	General Fund Unrestricted	1,415.51	0.00	1,415.51	92*0330953	92*0330956

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
55216	General Fund Unrestricted	31,234.56	0.00	31,234.56	92*0330970	92*0330970
55217	General Fund Unrestricted	746.71	0.00	746.71	92*0330971	92*0330977
Total Fund 11 General Fund Unrestricted		<u><u>\$2,987,931.04</u></u>	<u><u>\$0.00</u></u>	<u><u>\$2,987,931.04</u></u>		

Check Registers Submitted for Approval
 Checks Written for Period 10/13/12 thru 11/02/12

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
55067	General Fund Restricted	2,500.00	0.00	2,500.00	92*0329593	92*0329593
55068	General Fund Restricted	1,269.83	0.00	1,269.83	92*0329596	92*0329600
55070	General Fund Restricted	1,189.00	0.00	1,189.00	92*0329604	92*0329607
55072	General Fund Restricted	1,219.76	0.00	1,219.76	92*0329614	92*0329617
55073	General Fund Restricted	426.60	0.00	426.60	92*0329618	92*0329627
55074	General Fund Restricted	86,289.34	0.00	86,289.34	92*0329628	92*0329629
55080	General Fund Restricted	1,077.51	0.00	1,077.51	92*0329654	92*0329655
55081	General Fund Restricted	2,977.23	0.00	2,977.23	92*0329656	92*0329664
55088	General Fund Restricted	548.73	0.00	548.73	92*0329706	92*0329713
55092	General Fund Restricted	2,255.45	0.00	2,255.45	92*0329728	92*0329732
55093	General Fund Restricted	3,083.84	0.00	3,083.84	92*0329735	92*0329741
55094	General Fund Restricted	13,580.00	0.00	13,580.00	92*0329742	92*0329745
55104	General Fund Restricted	3,093.61	0.00	3,093.61	92*0330280	92*0330286
55106	General Fund Restricted	1,827.20	0.00	1,827.20	92*0330290	92*0330295
55107	General Fund Restricted	1,244.78	0.00	1,244.78	92*0330296	92*0330305
55108	General Fund Restricted	3,535.00	0.00	3,535.00	92*0330306	92*0330306
55110	General Fund Restricted	1,404.79	0.00	1,404.79	92*0330316	92*0330321
55111	General Fund Restricted	1,047.00	0.00	1,047.00	92*0330324	92*0330327
55112	General Fund Restricted	14,516.54	0.00	14,516.54	92*0330333	92*0330336
55114	General Fund Restricted	1,662.68	0.00	1,662.68	92*0330344	92*0330350
55115	General Fund Restricted	193.84	0.00	193.84	92*0330352	92*0330353
55116	General Fund Restricted	500.00	0.00	500.00	92*0330362	92*0330362
55117	General Fund Restricted	4,184.64	0.00	4,184.64	92*0330366	92*0330368
55119	General Fund Restricted	22,810.86	0.00	22,810.86	92*0330373	92*0330374
55123	General Fund Restricted	1,942.34	0.00	1,942.34	92*0330408	92*0330410
55127	General Fund Restricted	500.00	0.00	500.00	92*0330420	92*0330420
55128	General Fund Restricted	1,018.53	0.00	1,018.53	92*0330425	92*0330432
55129	General Fund Restricted	1,606.01	0.00	1,606.01	92*0330434	92*0330436
55130	General Fund Restricted	4,274.44	0.00	4,274.44	92*0330438	92*0330438
55133	General Fund Restricted	2,068.48	0.00	2,068.48	92*0330445	92*0330453
55139	General Fund Restricted	958.26	0.00	958.26	92*0330469	92*0330474
55140	General Fund Restricted	5,768.31	0.00	5,768.31	92*0330476	92*0330478
55147	General Fund Restricted	2,497.90	0.00	2,497.90	92*0330497	92*0330503
55148	General Fund Restricted	146.50	0.00	146.50	92*0330506	92*0330506
55149	General Fund Restricted	9,488.98	0.00	9,488.98	92*0330509	92*0330514
55150	General Fund Restricted	12,574.00	0.00	12,574.00	92*0330515	92*0330515
55153	General Fund Restricted	8,335.40	0.00	8,335.40	92*0330534	92*0330541
55156	General Fund Restricted	2,519.30	0.00	2,519.30	92*0330557	92*0330557
55157	General Fund Restricted	2,741.60	0.00	2,741.60	92*0330558	92*0330564
55165	General Fund Restricted	597.59	0.00	597.59	92*0330742	92*0330747
55166	General Fund Restricted	760.69	0.00	760.69	92*0330748	92*0330750

Check Registers Submitted for Approval
 Checks Written for Period 10/13/12 thru 11/02/12

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
55168	General Fund Restricted	8,768.87	0.00	8,768.87	92*0330759	92*0330762
55174	General Fund Restricted	3,729.78	0.00	3,729.78	92*0330774	92*0330779
55175	General Fund Restricted	2,141.46	0.00	2,141.46	92*0330781	92*0330786
55176	General Fund Restricted	2,695.00	0.00	2,695.00	92*0330788	92*0330789
55178	General Fund Restricted	1,228.19	0.00	1,228.19	92*0330796	92*0330801
55179	General Fund Restricted	34,215.96	0.00	34,215.96	92*0330802	92*0330802
55185	General Fund Restricted	1,414.54	0.00	1,414.54	92*0330827	92*0330836
55189	General Fund Restricted	952.25	0.00	952.25	92*0330847	92*0330849
55190	General Fund Restricted	1,030.39	0.00	1,030.39	92*0330850	92*0330850
55191	General Fund Restricted	390.00	0.00	390.00	92*0330854	92*0330854
55193	General Fund Restricted	48,898.19	0.00	48,898.19	92*0330864	92*0330865
55194	General Fund Restricted	2,828.15	0.00	2,828.15	92*0330866	92*0330871
55206	General Fund Restricted	1,201.41	0.00	1,201.41	92*0330913	92*0330913
55207	General Fund Restricted	9,768.93	0.00	9,768.93	92*0330917	92*0330919
55208	General Fund Restricted	516.57	0.00	516.57	92*0330921	92*0330926
55209	General Fund Restricted	2,780.29	0.00	2,780.29	92*0330927	92*0330931
55210	General Fund Restricted	899.57	0.00	899.57	92*0330932	92*0330938
55212	General Fund Restricted	763.70	0.00	763.70	92*0330947	92*0330949
55215	General Fund Restricted	1,945.13	0.00	1,945.13	92*0330962	92*0330969
Total Fund 12 General Fund Restricted		<u>\$356,404.94</u>	<u>\$0.00</u>	<u>\$356,404.94</u>		

Check Registers Submitted for Approval
 Checks Written for Period 10/13/12 thru 11/02/12

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
55064	GF Unrestricted One-Time Func	12,266.10	0.00	12,266.10	92*0329580	92*0329580
55066	GF Unrestricted One-Time Func	1,346.01	0.00	1,346.01	92*0329587	92*0329589
55067	GF Unrestricted One-Time Func	3,974.40	0.00	3,974.40	92*0329591	92*0329591
55069	GF Unrestricted One-Time Func	141,928.70	0.00	141,928.70	92*0329602	92*0329602
55071	GF Unrestricted One-Time Func	1,522.55	0.00	1,522.55	92*0329612	92*0329612
55072	GF Unrestricted One-Time Func	1,108.16	0.00	1,108.16	92*0329613	92*0329613
55078	GF Unrestricted One-Time Func	3,719.58	0.00	3,719.58	92*0329645	92*0329647
55079	GF Unrestricted One-Time Func	723.86	0.00	723.86	92*0329648	92*0329652
55090	GF Unrestricted One-Time Func	42,044.94	0.00	42,044.94	92*0329717	92*0329721
55091	GF Unrestricted One-Time Func	456.00	0.00	456.00	92*0329722	92*0329722
55094	GF Unrestricted One-Time Func	11,688.60	0.00	11,688.60	92*0329744	92*0329746
55105	GF Unrestricted One-Time Func	371.89	0.00	371.89	92*0330288	92*0330289
55108	GF Unrestricted One-Time Func	5,596.38	0.00	5,596.38	92*0330308	92*0330312
55109	GF Unrestricted One-Time Func	127,894.54	0.00	127,894.54	92*0330314	92*0330315
55110	GF Unrestricted One-Time Func	266.52	0.00	266.52	92*0330322	92*0330322
55115	GF Unrestricted One-Time Func	155.00	0.00	155.00	92*0330354	92*0330354
55131	GF Unrestricted One-Time Func	15,541.88	0.00	15,541.88	92*0330442	92*0330442
55132	GF Unrestricted One-Time Func	34,061.97	0.00	34,061.97	92*0330443	92*0330444
55134	GF Unrestricted One-Time Func	407.60	0.00	407.60	92*0330456	92*0330457
55135	GF Unrestricted One-Time Func	62,760.19	0.00	62,760.19	92*0330458	92*0330458
55138	GF Unrestricted One-Time Func	81,958.66	0.00	81,958.66	92*0330465	92*0330468
55146	GF Unrestricted One-Time Func	337.54	0.00	337.54	92*0330496	92*0330496
55168	GF Unrestricted One-Time Func	5,920.00	0.00	5,920.00	92*0330761	92*0330761
55169	GF Unrestricted One-Time Func	14,261.42	0.00	14,261.42	92*0330764	92*0330765
55177	GF Unrestricted One-Time Func	37,653.97	0.00	37,653.97	92*0330792	92*0330795
55187	GF Unrestricted One-Time Func	16,016.47	0.00	16,016.47	92*0330838	92*0330840
55199	GF Unrestricted One-Time Func	180.64	0.00	180.64	92*0330879	92*0330880
55205	GF Unrestricted One-Time Func	178,303.66	0.00	178,303.66	92*0330908	92*0330911
55214	GF Unrestricted One-Time Func	31,437.28	0.00	31,437.28	92*0330957	92*0330961
Total Fund 13 GF Unrestricted One-Time		<u>\$833,904.51</u>	<u>\$0.00</u>	<u>\$833,904.51</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
55075	Child Development Fund	15,505.15	0.00	15,505.15	92*0329630	92*0329630
55076	Child Development Fund	2,758.79	0.00	2,758.79	92*0329631	92*0329636
55077	Child Development Fund	1,242.94	0.00	1,242.94	92*0329637	92*0329644
55095	Child Development Fund	2,603.91	0.00	2,603.91	92*0329747	92*0329751
55113	Child Development Fund	3,077.50	0.00	3,077.50	92*0330337	92*0330343
55124	Child Development Fund	5,110.28	0.00	5,110.28	92*0330411	92*0330414
55136	Child Development Fund	11,642.54	0.00	11,642.54	92*0330459	92*0330463
55143	Child Development Fund	1,376.09	0.00	1,376.09	92*0330481	92*0330483
55170	Child Development Fund	3,313.41	0.00	3,313.41	92*0330766	92*0330770
55188	Child Development Fund	1,788.30	0.00	1,788.30	92*0330841	92*0330844
55203	Child Development Fund	1,498.15	0.00	1,498.15	92*0330903	92*0330904
55211	Child Development Fund	4,375.86	0.00	4,375.86	92*0330939	92*0330945
Total Fund 33 Child Development Fund		<u>\$54,292.92</u>	<u>\$0.00</u>	<u>\$54,292.92</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
55086	Capital Outlay Projects Fund	46,690.60	0.00	46,690.60	92*0329695	92*0329697
55097	Capital Outlay Projects Fund	563.79	0.00	563.79	92*0329755	92*0329756
55137	Capital Outlay Projects Fund	650.00	0.00	650.00	92*0330464	92*0330464
55172	Capital Outlay Projects Fund	5.40	0.00	5.40	92*0330772	92*0330772
55196	Capital Outlay Projects Fund	39,635.00	0.00	39,635.00	92*0330875	92*0330875
Total Fund 41 Capital Outlay Projects Fu		<u>\$87,544.79</u>	<u>\$0.00</u>	<u>\$87,544.79</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
55082	Bond Fund, Measure E	8,983.73	0.00	8,983.73	92*0329665	92*0329669
55084	Bond Fund, Measure E	63,491.01	0.00	63,491.01	92*0329682	92*0329688
55085	Bond Fund, Measure E	92,006.49	0.00	92,006.49	92*0329689	92*0329694
55096	Bond Fund, Measure E	6,214.19	0.00	6,214.19	92*0329752	92*0329754
55144	Bond Fund, Measure E	34,279.42	0.00	34,279.42	92*0330484	92*0330490
55145	Bond Fund, Measure E	377,663.46	0.00	377,663.46	92*0330491	92*0330495
55158	Bond Fund, Measure E	242,467.20	0.00	242,467.20	92*0330565	92*0330566
55171	Bond Fund, Measure E	30.64	0.00	30.64	92*0330771	92*0330771
55183	Bond Fund, Measure E	27,681.00	0.00	27,681.00	92*0330817	92*0330820
55195	Bond Fund, Measure E	52,473.25	0.00	52,473.25	92*0330872	92*0330874
Total Fund 42 Bond Fund, Measure E		<u>\$905,290.39</u>	<u>\$0.00</u>	<u>\$905,290.39</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
55159	Property and Liability Fund	5,501.25	0.00	5,501.25	92*0330567	92*0330568
55173	Property and Liability Fund	5,239.80	0.00	5,239.80	92*0330773	92*0330773
55198	Property and Liability Fund	6,114.30	0.00	6,114.30	92*0330877	92*0330878
Total Fund 61 Property and Liability Fund		<u>\$16,855.35</u>	<u>\$0.00</u>	<u>\$16,855.35</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
55125	Workers' Compensation Fund	1,328.71	0.00	1,328.71	92*0330415	92*0330416
55197	Workers' Compensation Fund	20.85	0.00	20.85	92*0330876	92*0330876
55218	Workers' Compensation Fund	1,205.76	0.00	1,205.76	92*0330978	92*0330978
Total Fund 62 Workers' Compensation Fu		<u>\$2,555.32</u>	<u>\$0.00</u>	<u>\$2,555.32</u>		

55126	Student Financial Aid Fund	209.57	0.00	209.57	92*0330417	92*0330417
Total Fund 74 Student Financial Aid Fund		<u><u>\$209.57</u></u>	<u><u>\$0.00</u></u>	<u><u>\$209.57</u></u>		

SUMMARY

Total Fund 11 General Fund Unrestricted	2,987,931.04
Total Fund 12 General Fund Restricted	356,404.94
Total Fund 13 GF Unrestricted One-Time Fund	833,904.51
Total Fund 33 Child Development Fund	54,292.92
Total Fund 41 Capital Outlay Projects Fund	87,544.79
Total Fund 42 Bond Fund, Measure E	905,290.39
Total Fund 61 Property and Liability Fund	16,855.35
Total Fund 62 Workers' Compensation Fund	2,555.32
Total Fund 74 Student Financial Aid Fund	209.57
Grand Total:	<u><u>\$5,244,988.83</u></u>

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To: Board of Trustees	Date: November 13, 2012
Re: Approval of the Quarterly Financial Status Report (CCFS-311Q) for period ended September 30, 2012	
Action: Request for Approval	

BACKGROUND

Pursuant to Section 58310 of Title 5 of the California Code of Regulations, each California community college district shall submit a report showing the financial and budgetary conditions of the district, including outstanding obligations, to the governing board on a quarterly basis. The CCFS-311Q is the prescribed, routine report submitted to the System Office satisfying this requirement.

Attached is the California Community Colleges Quarterly Financial Status Report form CCFS-311Q for the first quarter in fiscal year 2012-13 ended September 30, 2012.

ANALYSIS

The quarterly report shows the projected unrestricted General Fund revenues and expenditures for this year as well as the actual amounts from the previous three fiscal years. For the three months covered in this report, the District has recognized 14.8% of budgeted revenues and other financing sources and 20.2% of budgeted expenditures and other outgo in the unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approve the CCFS-311Q for the period ending September 30, 2012 as presented.

Fiscal Impact: Not Applicable	Board Date: November 13, 2012
Prepared by: Adam M. O'Connor, Assistant Vice Chancellor, Fiscal Services	
Submitted by: Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

California Community Colleges
QUARTERLY FINANCIAL STATUS REPORT, CCFS-311Q
 Fiscal Year 2012-2013

District: (870) Rancho Santiago Community College

Quarter Ended: September 30, 2012

I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

As of June 30 for fiscal year specified.

	FY 2009-10 Actual	FY 2010-11 Actual	FY 2011-12 Actual	FY 2012-13 Projected
Revenues:				
Unrestricted General Fund Revenues (Objects 8100, 8600, and 8800)	147,237,880	146,382,590	135,465,745	136,502,289
Other Financing Sources (Objects 8900)	18,428	17,279	41,176	5,000
Total Unrestricted Revenues	147,256,308	146,399,869	135,506,921	136,507,289
Expenditures:				
(Objects 1000-6000)	130,775,432	130,076,750	136,106,907	142,322,515
Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,667,613	1,596,948	2,042,885	1,500,000
Total Unrestricted Expenditures	132,443,045	131,673,698	138,149,792	143,822,515
Revenues Over(Under)Expenditures	14,813,263	14,726,171	-2,642,871	-7,315,226
Fund Balance, Beginning	16,566,608	31,418,493	46,173,393	43,608,426
Prior Year Adjustments + (-)	38,622	28,729	77,904	0
Adjusted Fund Balance, Beginning	16,605,230	31,447,222	46,251,297	43,608,426
Fund Balance, Ending	31,418,493	46,173,393	43,608,426	36,293,200
% of GF Balance to GF Expenditures	23.7%	35.1%	31.6%	25.2%

II. Annualized Attendance FTES:

Annualized FTES				
(Excluding apprentices and non-residents)	30,564	30,745	27,708	28,000

III. Total General Fund Cash Balance (Unrestricted and Restricted)

	As of the specified quarter ended for each fiscal year presented			
	2009-10	2010-11	2011-12	2012-13
General Fund Cash Balance (Excluding Borrowed Funds)	32,802,676	13,428,483	46,847,611	35,878,971

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col.2)
Revenues:				
Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	136,569,262	136,502,289	20,175,992	14.8%
Other Financing Sources (Objects 8900)	5,000	5,000	3,032	60.6%
Total Unrestricted Revenues	136,574,262	136,507,289	20,179,024	14.8%
Expenditures:				
Unrestricted General Fund Expenditures (Objects 1000-6000)	142,305,117	142,322,515	27,563,270	19.4%
Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,500,000	1,500,000	1,500,000	100.0%
Total Unrestricted Expenditures	143,805,117	143,822,515	29,063,270	20.2%
Revenues Over(Under) Expenditures	(7,230,855)	(7,315,226)	(8,884,246)	
Adjusted Fund Balance, Beginning	43,608,426	43,608,426	43,608,426	
Fund Balance, Ending	36,377,571	36,293,200	34,724,180	
% of UGF Fund Balance to UGF Expenditures	25.3%	25.2%		

V. Has the district settled any employee contracts during this quarter? YES NO

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

SALARIES

Contract Period Settled (Specify)	Management		Academic**		Classified/Confidential	
	*Total Salary /Cost Increase %		*Total Salary /Cost Increase %		*Total Salary /Cost Increase %	
Year 1						
Year 2						
Year 3						

*As specified in Collective Bargaining Agreement.

BENEFITS

Contract Period Settled (Specify)	Management		Academic		Classified/Confidential	
	Total Salary Cost Increase		Total Salary Cost Increase		Total Salary Cost Increase	
Year 1						
Year 2						
Year 3						

Include a statement regarding the source of revenues to pay salary and benefit increases, e.g., from the district's reserves from cost-of-living, etc.:

VI. Did the district have significant events for the quarter (include incidence of long-term debt, settlement of audit citations or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?

YES NO

If yes, list events and their financial ramifications. (Include additional pages of explanation if needed.)

VII. Does the district have significant fiscal problems that must be addressed this year?

YES NO

Next Year? YES NO

CERTIFICATION

Rancho Santiago Community College District

To the best of my knowledge, the data contained in this report are correct.

To the best of my knowledge, the data contained in this report are correct. I further certify that this report was/will be presented at the governing board meeting specified below, afforded the opportunity to be discussed and entered into the minutes of that meeting.

District Chief Business Officer Date

District Chief Executive Officer Date

Quarter Ended: September 30, 2012

Governing Board Meeting Date: November 13, 2012

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To: Board of Trustees	Date: November 13, 2012
Re: Quarterly Investment Report as of September 30, 2012	
Action: For Information	

BACKGROUND

The Quarterly Investment Report for the quarter ended September 30, 2012 is submitted in accordance with Section 53646(b) of the Government Code. The District's funds are held and invested with the Orange County Treasurer and the State of California Local Agency Investment Fund (LAIF).

ANALYSIS

The District's investments and any areas of noncompliance are shown on the following included documents: (1) the Statement of Cash as of September 30, 2012 for all District funds; (2) excerpts from the Orange County Treasurer's Investment Report for the month ended September 30, 2012, and (3) a copy of the State of California Local Agency Investment Fund (LAIF) "Remittance Advice" for the period ending September 30, 2012.

All investments for the quarter ended September 30, 2012 are in accordance with Board Policy 3211, and there has been no change in the policy during this quarter.

RECOMMENDATION

The quarterly investment report as of September 30, 2012 is presented as information.

Fiscal Impact: Not Applicable	Board Date: November 13, 2012
Prepared by: Adam M. O'Connor, Assistant Vice Chancellor, Fiscal Services	
Submitted by: Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

Rancho Santiago Community College District
Statement of Cash
September 30, 2012

Description	Amount	Interest Rate	QTR	% of Investment
Orange County Treasurer				
General Obligation Bonds	64,727,881	0.45%	July-Sept	37.33%
Bond Sinking Funds	12,699,978	0.45%	July-Sept	7.33%
All Other Funds	95,261,204	0.45%	July-Sept	54.94%
Local Agency Investment Fund (LAIF)	149,817	0.35%	July-Sept	0.09%
Revolving Fund, Refundable Deposits and Cash in Banks	538,294	0.00%	July-Sept	0.31%
	<u>173,377,174</u>			<u>100.00%</u>



OFFICE OF THE TREASURER-TAX COLLECTOR
SHARI L. FREIDENRICH, CPA, CCMT, CPFA, ACPFIM

INTERDEPARTMENTAL COMMUNICATION

Date: October 15, 2012

To: Supervisor John Moorlach, Chair
Supervisor Shawn Nelson, Vice-Chair
Supervisor Patricia Bates
Supervisor Bill Campbell
Supervisor Janet Nguyen

From: Shari L. Freidenrich, CPA, CCMT, CPFA, ACPFIM *SLF*

Subject: Treasurer's Investment Report for the Month Ended September 30, 2012

Attached, please find the Treasurer's Investment Report for the County of Orange for the month ended September 30, 2012. The County Treasurer provides this report in compliance with California Government Code Sections 53607, 53646, and 27134 and the County's Investment Policy Statement (IPS). We have included some charts and other data for your information. This report is also publicly available on our website at <http://bos.ocgov.com/ocinvestments>.

INVESTMENT POOL COMPOSITION

The investments contained within this report are as of September 30, 2012. The Investment Pool Statistics summary shows the total investment responsibility of the County Treasurer as delegated by the Board of Supervisors: the Orange County Investment Pool that includes the Voluntary participants' funds, the Orange County Educational Investment Pool, the John Wayne Airport Investment Pool, and various other small non-Pooled investment funds. The investment practices and policies of the Treasurer are based on compliance with State law and prudent money management. The primary goal is to invest public funds in a manner which will provide maximum security of principal invested with secondary emphasis on providing adequate liquidity to Pool Participants and lastly to achieve a market rate of return within the parameters of prudent risk management while conforming to all applicable statutes and resolutions governing the investment of public funds.

The County Treasurer established three Money Market Funds, the Orange County Money Market Fund, the John Wayne Airport Investment Pool and the Orange County Educational Money Market Fund, which all are invested in cash-equivalent securities and provide liquidity for immediate cash needs. Standard & Poor's, in November 2011, reaffirmed their highest rating of AAAm on the County and the Educational Money Market Funds. The County Treasurer also established the Extended Fund that is for cash requirements between one and five years. The Orange County Investment Pool is comprised of the Orange County Money Market Fund and portions of the Extended Fund. The Orange County Educational Investment Pool is comprised of the Orange County Educational Money Market Fund and portions of the Extended Fund.

The maximum maturity of investments for the Orange and Educational Money Market Funds is 13 months, with a maximum weighted average maturity (WAM) of 60 days, and they have a current WAM of 54 and 57 respectively. The maximum maturity of the Extended Fund is 5 years, with a duration not to exceed the Merrill Lynch 1-3 Year index +25% (2.35). The duration is currently at 1.47. The investments in all of the Pools are marked to market daily to determine the value of the Pools. To further maintain safety, adherence to an investment strategy of only purchasing top-rated securities and diversification of instrument types and maturities is required.

ECONOMIC UPDATE

The September U.S. economic data produced mixed results. While retail sales and housing data continued to show modest economic growth, most of the industrial production numbers indicated slowing economic growth. The economy only added 96,000 jobs in August which, along with other factors, prompted the Federal Reserve to announce a third round of quantitative easing. They stated they would purchase \$40 billion of agency mortgage-backed securities per month for as long as it is needed.

Spreads between the two- and five-year U.S. Treasury yields widened five basis points after the September Federal Open Market Committee meeting, as the financial markets anticipated more aggressive action by the Federal Reserve. The short-term 90-day T-bill ended the month at 0.09% up from 0.07% in August, and the rate on the two-year note was 0.23% at the end of September, up from 0.22% in August.

INVESTMENT INTEREST YIELDS AND FORECAST

The current gross interest yield year-to-date for 2012/2013 is .50% for the Orange County Investment Pool and .45% for the Orange County Educational Investment Pool. The forecasted gross yield for the fiscal year 2012-2013 remains at 0.38%.

APPORTIONMENT OF COMMINGLED POOL INTEREST EARNINGS

Each month, the County Treasurer apportions the accrued interest earnings to each pool participant. As of the first business day of the following month accrued, but unpaid, interest earnings are added to pool participants' average balances in determining a participant's relative share of the pool's monthly earnings. The actual cash distribution will generally be paid in the months following. The September 2012 interest apportionment is expected to be paid by November 30, 2012.

PORTFOLIO HOLDINGS OF DEBT ISSUED BY POOL PARTICIPANTS

Under guidelines outlined in the current Investment Policy, the County Treasurer may invest in A or above rated securities issued by municipalities located in the County of Orange. The Investment Pools may invest no more than 5% of pool assets in any one issuer, with the exception of the County of Orange which has a 10% limit. The Investment Pools have a total market value of \$161 million invested in Orange County pool participants' debt which represents approximately 2.8% of assets. Prior to purchasing any pool participant debt, a standardized credit analysis is performed.

COMPLIANCE SUMMARY

The investment portfolios had no compliance exceptions for the month of September 2012.

CREDIT UPDATE

The County Treasurer did not make any changes to the approved issuer list in September. An ongoing credit analysis of all issuers owned in the Investment Pools is reviewed on a daily, monthly, quarterly, and annual basis.

I certify that this report includes all pool and non-pooled investments as of September 30, 2012 and is in conformity with all State laws and the IPS approved by the Board of Supervisors on January 10, 2012. The investments herein shown provide adequate liquidity to meet the next six months of projected cash flow requirements. I am available if you have any questions on this Investment Report at (714) 834-7625.

Enclosures

cc: Distribution List

ORANGE COUNTY TREASURER-TAX COLLECTOR

SUMMARY OF INVESTMENT DATA

INVESTMENT TRENDS

	SEPTEMBER 2012	AUGUST 2012	INCREASE (DECREASE)	NET CHANGE %	SEPTEMBER 2011	INCREASE (DECREASE)	NET CHANGE %
<u>Orange County Investment Pool</u>							
End Of Month Market Value*	\$ 2,892,837,359	\$ 2,953,672,656	\$ (60,835,297)	-2.06%	\$ 2,927,969,744	\$ (35,132,385)	-1.20%
End Of Month Book Value	\$ 2,888,063,592	\$ 2,948,569,302	\$ (60,505,710)	-2.05%	\$ 2,922,306,216	\$ (34,242,624)	-1.17%
Monthly Average Balance	\$ 2,899,142,278	\$ 2,872,223,187	\$ 26,919,091	0.94%	\$ 3,012,824,272	\$ (113,681,994)	-3.77%
Year-To-Date Average Balance	\$ 2,938,226,057	\$ 2,957,767,947	\$ (19,541,890)	-0.66%	\$ 3,054,975,816	\$ (116,749,759)	-3.82%
Monthly Accrued Earnings	\$ 1,181,913	\$ 1,199,807	\$ (17,894)	-1.49%	\$ 1,311,915	\$ (130,002)	-9.91%
Monthly Net Yield	0.41%	0.41%	0.00%	0.53%	0.43%	-0.02%	-4.19%
Annual Estimated Gross Yield***	0.38%	0.38%	0.00%	0.00%	0.54%	-0.16%	-29.63%
Weighted Average Maturity (WAM)	334	349	(15)	-4.30%	318	16	5.03%
<u>Orange County Educational Investment Pool</u>							
End Of Month Market Value*	\$ 2,831,139,648	\$ 2,976,408,228	\$ (145,268,580)	-4.88%	\$ 3,057,488,797	\$ (226,349,149)	-7.40%
End Of Month Book Value	\$ 2,827,227,392	\$ 2,971,972,178	\$ (144,744,786)	-4.87%	\$ 3,052,711,328	\$ (225,483,936)	-7.39%
Monthly Average Balance	\$ 2,968,331,221	\$ 2,947,709,661	\$ 20,621,560	0.70%	\$ 2,988,055,870	\$ (19,724,649)	-0.66%
Year-To-Date Average Balance	\$ 2,874,194,439	\$ 2,827,126,047	\$ 47,068,392	1.66%	\$ 2,958,600,016	\$ (84,405,577)	-2.85%
Monthly Accrued Earnings	\$ 1,023,733	\$ 1,050,349	\$ (26,616)	-2.53%	\$ 1,259,380	\$ (235,647)	-18.71%
Monthly Net Yield**	0.34%	0.34%	0.00%	0.00%	0.41%	-0.07%	-17.66%
Annual Estimated Gross Yield***	0.38%	0.38%	0.00%	0.00%	0.52%	-0.14%	-26.92%
Weighted Average Maturity (WAM)	288	292	(4)	-1.37%	265	23	8.68%

* Market values provided by Bloomberg and Northern Trust.

** In September 2011, the OCEIP held higher yielding securities, which over time have matured and were reinvested in lower yielding securities. As a result the overall yield in OCEIP has dropped since September 2011.

*** Annual Estimated Gross Yield for September 2011 is reported at the actual annual gross yield for FY 2011-12. During FY 2011-12, the OCIP and OCEIP held higher yielding securities, which over time have matured and were reinvested in lower yielding securities. As a result, the actual yield in OCIP and OCEIP has dropped, and we have adjusted the estimated gross yield for FY 2012-13 accordingly.

**ORANGE COUNTY TREASURER-TAX COLLECTOR
INVESTMENT POOL STATISTICS
FOR THE MONTH AND QUARTER ENDED: SEPTEMBER 30, 2012**

INVESTMENT STATISTICS - By Investment Pool***

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 9/30/12	MONTHLY Average Gross Yield	QUARTER Average Gross Yield	Current NAV
COMBINED POOL BALANCES (Includes the Extended Fund)						
Orange County Investment Pool (OCIP)	MARKET Value \$	2,892,837,359	334	0.47%	0.50%	1.00
	COST (Capital) \$	2,892,376,159				
	MONTHLY AVG Balance \$	2,899,142,278				
	QUARTERLY AVG Balance \$	2,938,226,057				
	BOOK Value \$	2,888,063,592				
Orange County Educational Investment Pool (OCEIP)	MARKET Value \$	2,831,139,648	288	0.41%	0.42%	1.00
	COST (Capital) \$	2,831,324,272				
	MONTHLY AVG Balance \$	2,968,331,221				
	QUARTERLY AVG Balance \$	2,874,194,439				
	BOOK Value \$	2,827,227,392				

INVESTMENT STATISTICS - Non Pooled Investments **

DESCRIPTION	CURRENT BALANCE	BOOK BALANCE BY INVESTMENT TYPE
Specific Investment Funds: 112, 283, 487, 505, 510, 514, 15B	MARKET Value \$ 58,187,001 COST (Capital) \$ 58,213,138 MONTHLY AVG Balance \$ 57,138,075 QUARTERLY AVG Balance \$ 57,056,972	Money Market Mutual Funds \$ 6,012,776 Repurchase Agreement 1,081,500 John Wayne Airport Investment Pool 51,003,538 GNMA Mortgage-Backed Securities 115,324 \$ 58,213,138

MONTH END TOTALS

INVESTMENTS & CASH	FUND ACCOUNTING & SPECIFIC INVESTMENTS
COUNTY MONEY MARKET FUND (OCMMF)	
County Money Market Fund \$ 1,230,318,913	County Funds \$ 2,887,616,990
County Cash***** (4,759,171)	Educational Funds 2,858,144,700
EXTENDED FUND 3,012,057,247	Specific Investment Funds 58,213,138
EDUCATIONAL MONEY MARKET FUND (OCEMMF)	
Educational Money Market Fund 1,481,324,272	
Educational Cash 28,820,429	
NON-POOLED INVESTMENTS	
Non Pooled Investments @ Cost 58,213,138	
\$ 5,803,974,828	\$ 5,803,974,828

KEY POOL STATISTICS

INTEREST RATE YIELD	WEIGHTED AVERAGE MATURITY (WAM)
OCMMF - MONTHLY GROSS YIELD 0.21%	OCMMF 54
OCEMMF - MONTHLY GROSS YIELD 0.18%	OCEMMF 57
JOHN WAYNE AIRPORT - MONTHLY GROSS YIELD 0.19%	JOHN WAYNE AIRPORT WAM 56
OCIP - YTD NET YIELD**** 0.42%	LGIP WAM (Standard & Poors) 45
OCEIP - YTD NET YIELD**** 0.37%	IMoneyNet PRIME MMF WAM 48
IMoneyNet PRIME MONEY MARKET FUND - MONTHLY AVERAGE NET YIELD 0.07%	
90-DAY T-BILL YIELD - MONTHLY AVERAGE 0.10%	

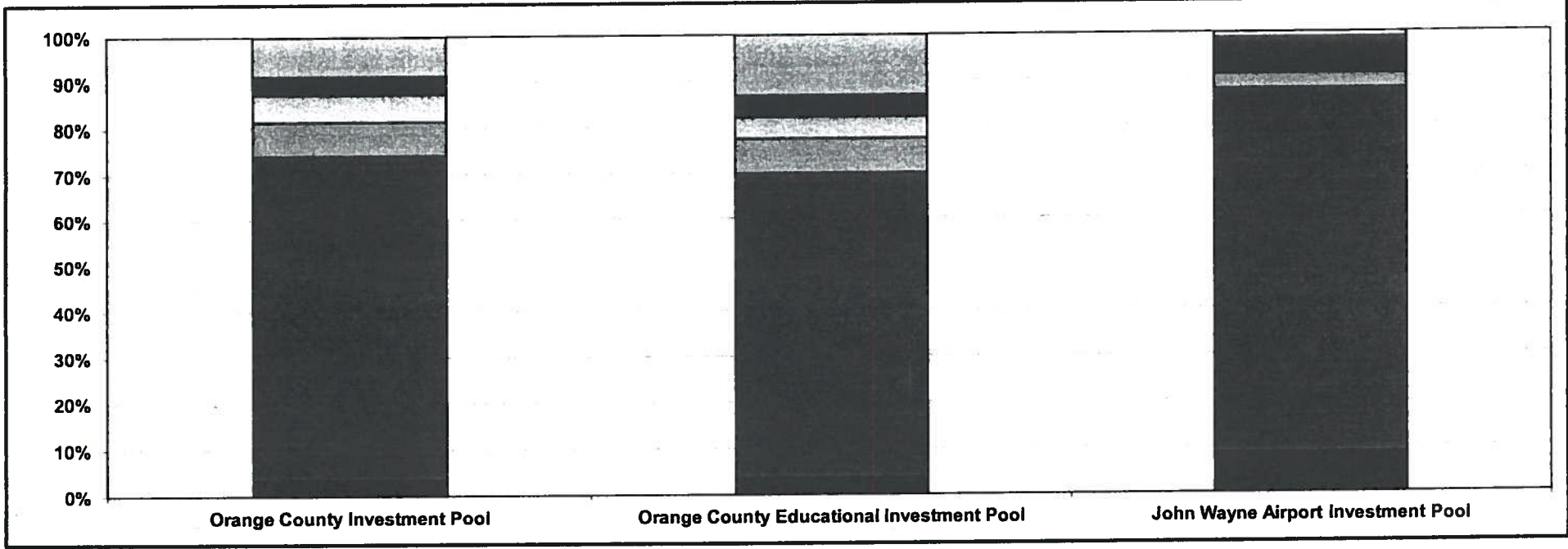
**ORANGE COUNTY TREASURER-TAX COLLECTOR
INVESTMENT POOL STATISTICS
FOR THE MONTH AND QUARTER ENDED: SEPTEMBER 30, 2012**

INVESTMENT STATISTICS - By Investment Fund*

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 9/30/12	MONTHLY Average Gross Yield	QUARTER Average Gross Yield	Current NAV
<u>County Money Market Fund (OCMMF)</u>	MARKET Value \$ 1,229,772,834	54	0.16%			1.00
	COST (Capital) \$ 1,230,318,912			0.21%		
	MONTHLY AVG Balance \$ 1,239,200,905				0.20%	
	QUARTERLY AVG Balance \$ 1,279,556,919					
	BOOK Value \$ 1,229,508,004					
<u>Educational Money Market Fund (OCMMF)</u>	MARKET Value \$ 1,480,321,490	57	0.17%			1.00
	COST (Capital) \$ 1,481,324,272			0.18%		
	MONTHLY AVG Balance \$ 1,618,331,221				0.21%	
	QUARTERLY AVG Balance \$ 1,524,194,439					
	BOOK Value \$ 1,480,071,602					
<u>Extended Fund</u>	MARKET Value \$ 3,013,882,683	541	0.71%			1.00
	COST (Capital) \$ 3,012,057,247			0.71%		
	MONTHLY AVG Balance \$ 3,009,941,373				0.72%	
	QUARTERLY AVG Balance \$ 3,008,669,139					
	BOOK Value \$ 3,005,711,377					
ALLOCATION OF EXTENDED FUND						
<u>Extended Fund</u> <u>OCIP Share</u>	MARKET Value \$ 1,663,064,525	541	0.71%			1.00
	COST (Capital) \$ 1,662,057,247			0.71%		
	MONTHLY AVG Balance \$ 1,659,941,373				0.72%	
	QUARTERLY AVG Balance \$ 1,658,669,139					
	BOOK Value \$ 1,658,555,588					
<u>OCEIP Share</u>	MARKET Value \$ 1,350,818,158	541	0.71%			1.00
	COST (Capital) \$ 1,350,000,000			0.71%		
	MONTHLY AVG Balance \$ 1,350,000,000				0.72%	
	QUARTERLY AVG Balance \$ 1,350,000,000					
	BOOK Value \$ 1,347,155,790					
<u>Modified Duration</u>		1.47				

- * Book Value is computed as Cost reduced by amortization of premium and increased by the accretion of discount of the Investment Portfolio. Net Asset Value (NAV) is equal to Market Value divided by Book Value.
- ** Specific non pooled Investments are reported in compliance with Government Code Section 53846 (b)(1). Detailed descriptions are included in the Inventory listing in Section VII of this report.
- *** The Combined Pool Balances include the County and Educational Money Market Funds and their respective portions of the Extended Fund.
- **** The Net Yield differs from the monthly average yield as it includes the Treasury administration fees.
- ***** The negative accounting book balance is due to cash received by the County from the State on 9/28, the last business day, and booked in October. However, the cash bank balance on September 30 was \$4,726,244.49.

ORANGE COUNTY TREASURER - TAX COLLECTOR
BY INVESTMENT TYPE - By Percentage Holdings
 September 30, 2012



Orange County Investment Pool		
	In Thousands	%
CERTIFICATES OF DEPOSIT	\$ 94,282	3.26%
COMMERCIAL PAPER	9,985	0.35%
U.S. GOVERNMENT AGENCIES	2,040,658	70.53%
MONEY MARKET FUNDS	212,661	7.35%
MEDIUM - TERM NOTES	173,270	5.99%
MEDIUM - TERM NOTES - FDIC	23,329	0.81%
MUNICIPAL DEBT	87,559	3.03%
U.S. TREASURIES	251,093	8.68%
	<u>\$ 2,892,837</u>	<u>100.00%</u>

Orange County Educational Investment Pool		
	In Thousands	%
CERTIFICATES OF DEPOSIT	\$ 91,235	3.22%
COMMERCIAL PAPER	14,977	0.54%
U.S. GOVERNMENT AGENCIES	1,871,216	66.09%
MONEY MARKET FUNDS	214,887	7.59%
MEDIUM - TERM NOTES	133,310	4.71%
MEDIUM - TERM NOTES - FDIC	56,849	2.01%
MUNICIPAL DEBT	73,467	2.59%
U.S. TREASURIES	375,199	13.25%
	<u>\$ 2,831,140</u>	<u>100.00%</u>

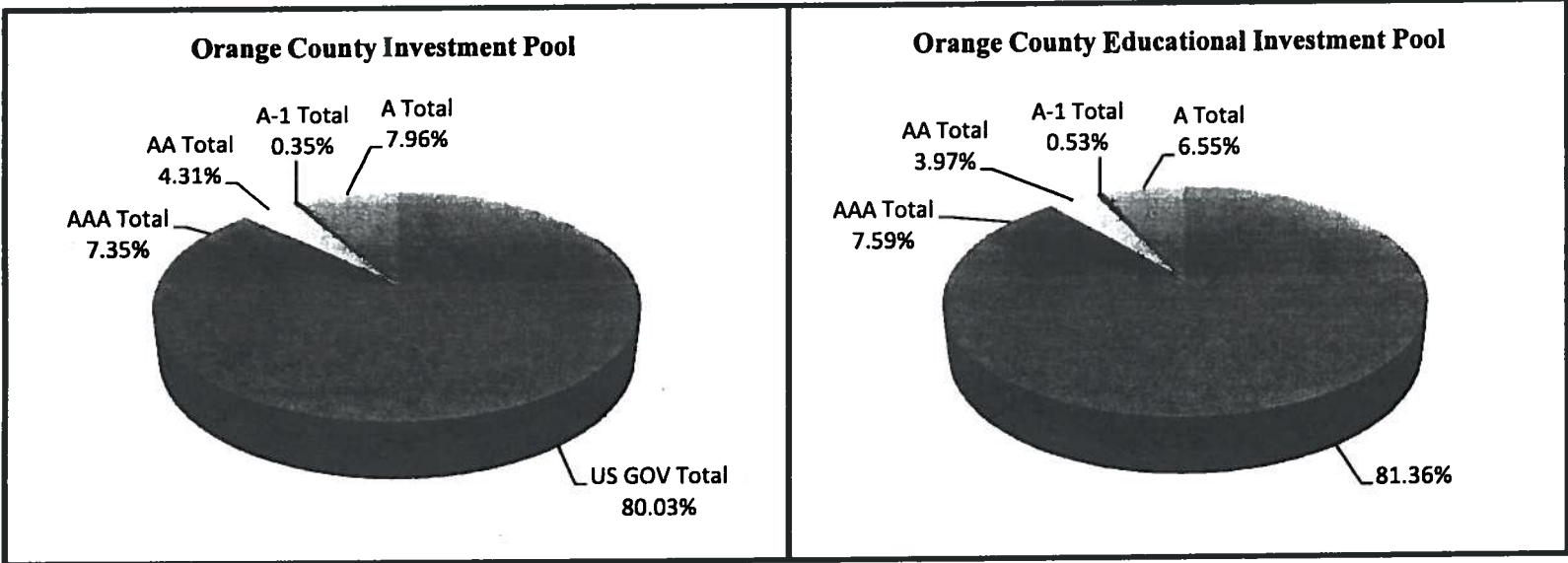
John Wayne Airport Investment Pool		
	In Thousands	%
CERTIFICATES OF DEPOSIT	\$ 4,013	7.87%
COMMERCIAL PAPER	290	0.57%
U.S. GOVERNMENT AGENCIES	39,342	77.20%
MONEY MARKET FUNDS	1,601	3.14%
MEDIUM - TERM NOTES	2	0.00%
MEDIUM - TERM NOTES - FDIC	3,937	7.73%
U.S. TREASURIES	-	0.00%
REPURCHASE AGREEMENT	3,937	0.00%
	<u>\$ 50,962</u>	<u>100.00%</u>

Investment Composition Is In Compliance With The Orange County Treasurer's Investment Policy Statement

Calculated Using Market Value at 09/30/2012

5.3 (8)

ORANGE COUNTY TREASURER - TAX COLLECTOR
CREDIT QUALITY BY MARKET VALUE
 September 30, 2012



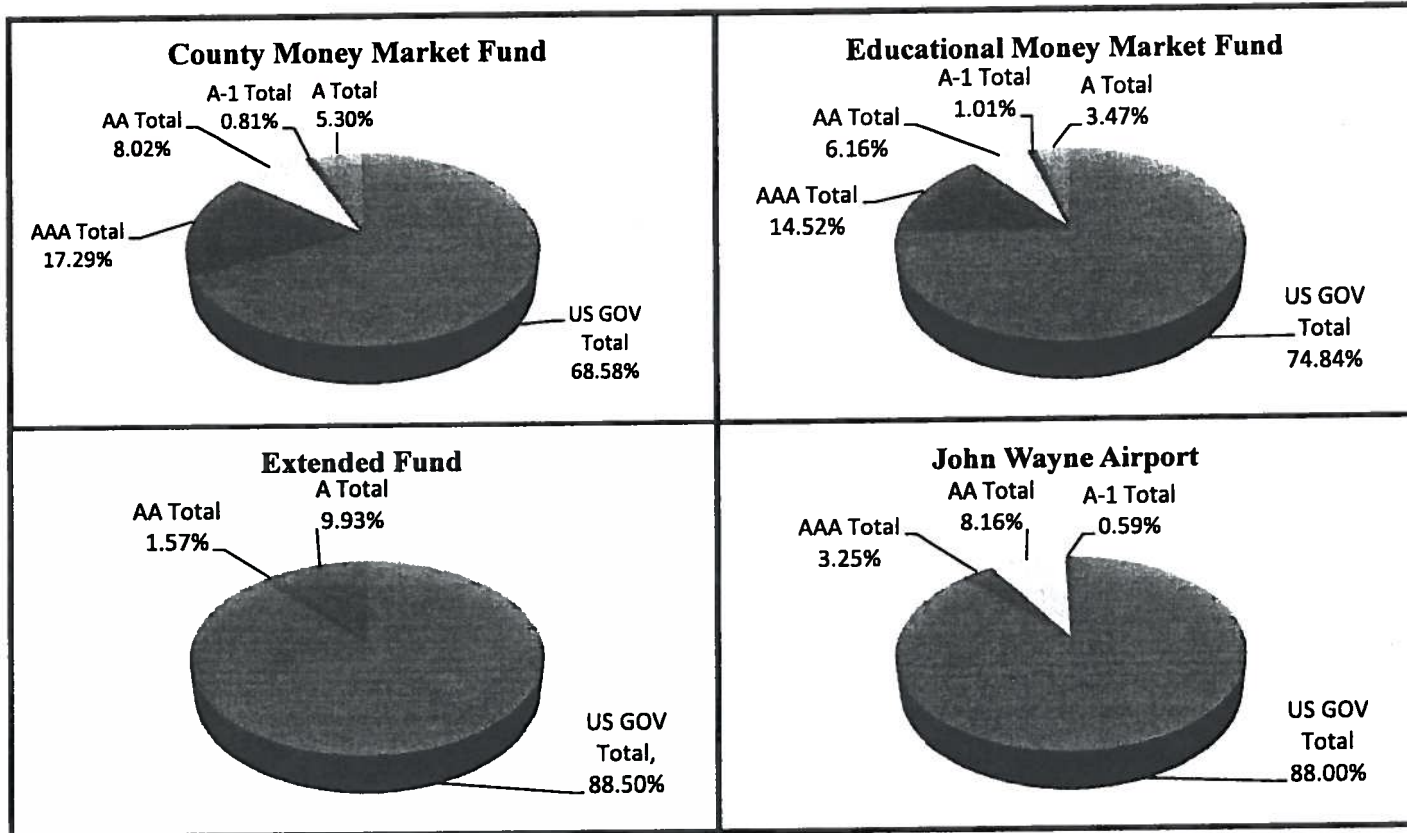
US GOV Includes Agency & Treasury Debt

AA Includes AA+, AA- & AA

A Includes A+, A- & A

A-1 Includes A-1+, F-1+, P-1, A-1 & F-1

ORANGE COUNTY TREASURER - TAX COLLECTOR
CREDIT QUALITY BY MARKET VALUE
 September 30, 2012



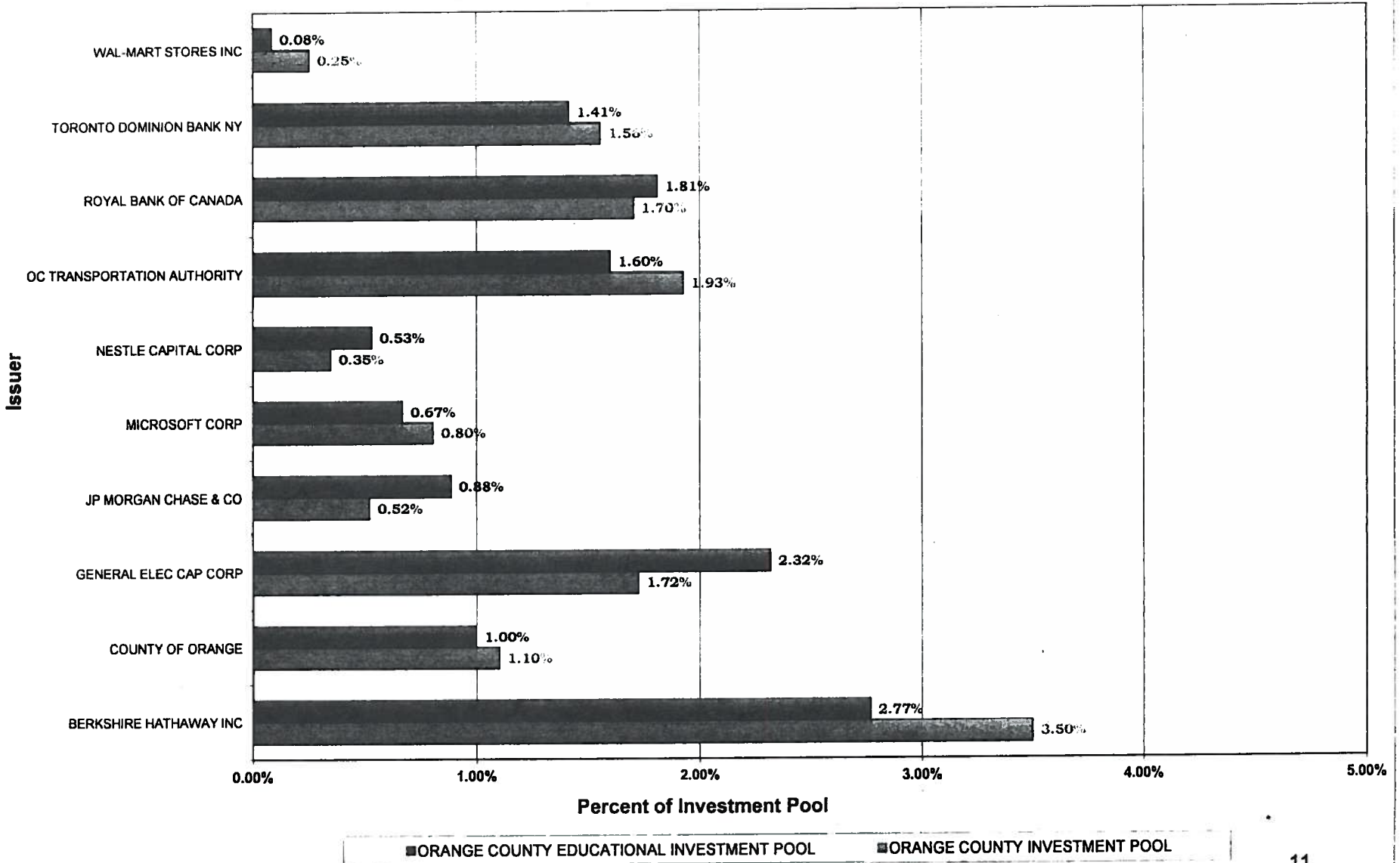
US GOV Includes Agency & Treasury Debt

AA Includes AA+, AA- & AA

A Includes A+, A- & A

A-1 Includes A-1+, F-1+, P-1, A-1 & F-1

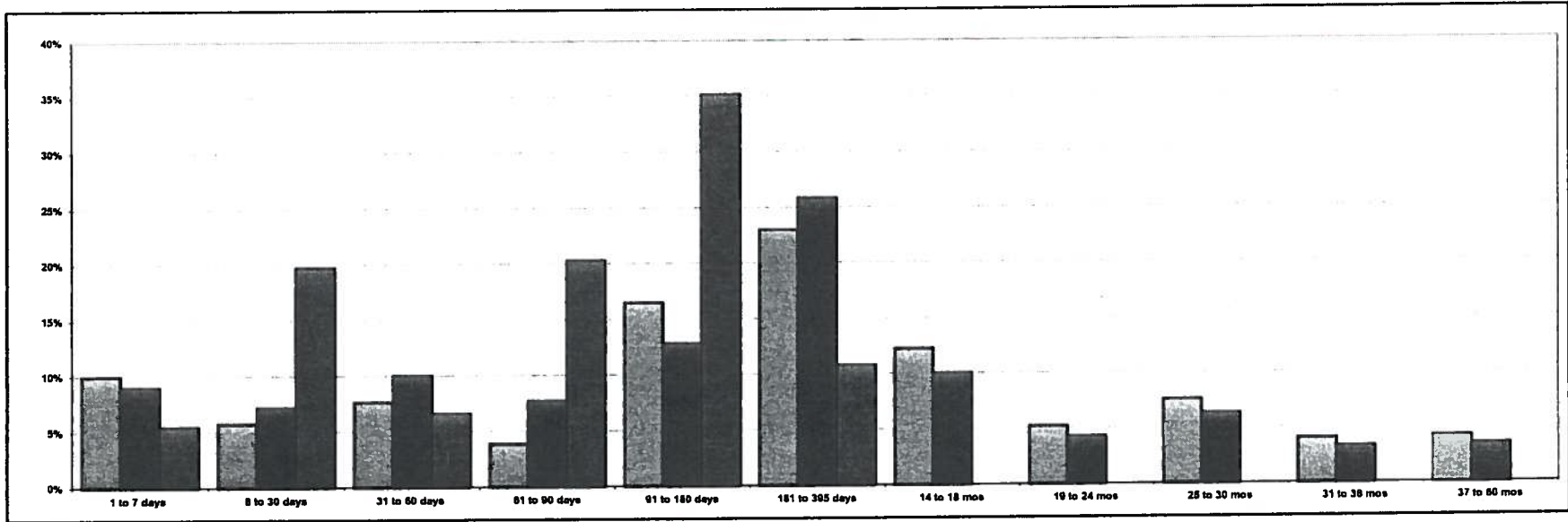
ORANGE COUNTY TREASURER - TAX COLLECTOR
ISSUER CONCENTRATION-By Investment Pool
 September 30, 2012



53(11)

ORANGE COUNTY TREASURER - TAX COLLECTOR MATURITIES DISTRIBUTION

September 30, 2012



ORANGE COUNTY INVESTMENT POOL		
	In Thousands	%
1 TO 7 DAYS	\$ 287,655	9.98%
8 TO 30 DAYS	164,886	5.72%
31 TO 60 DAYS	221,152	7.67%
61 TO 90 DAYS	111,895	3.88%
91 TO 180 DAYS	475,666	16.51%
181 TO 395 DAYS	664,197	23.05%
14 TO 18 MONTHS	352,791	12.24%
19 TO 24 MONTHS	148,956	5.17%
25 TO 30 MONTHS	218,304	7.58%
31 TO 36 MONTHS	115,500	4.01%
37 TO 60 MONTHS	120,845	4.19%
TOTAL	\$ 2,881,847	100.00%

ORANGE COUNTY EDUCATIONAL INVESTMENT POOL		
	In Thousands	%
1 TO 7 DAYS	\$ 254,879	9.03%
8 TO 30 DAYS	202,525	7.18%
31 TO 60 DAYS	282,869	10.03%
61 TO 90 DAYS	217,684	7.72%
91 TO 180 DAYS	361,094	12.80%
181 TO 395 DAYS	729,909	25.87%
14 TO 18 MONTHS	282,288	10.00%
19 TO 24 MONTHS	120,989	4.29%
25 TO 30 MONTHS	177,316	6.28%
31 TO 36 MONTHS	93,815	3.32%
37 TO 60 MONTHS	98,156	3.48%
TOTAL	\$ 2,821,524	100.00%

JOHN WAYNE AIRPORT INVESTMENT POOL		
	In Thousands	%
1 TO 7 DAYS	\$ 2,773	5.45%
8 TO 30 DAYS	10,047	19.75%
31 TO 60 DAYS	3,367	6.62%
61 TO 90 DAYS	10,335	20.31%
91 TO 180 DAYS	17,877	35.13%
181 TO 395 DAYS	5,481	10.77%
14 TO 118 MONTH	1,000	1.97%
TOTAL	\$ 50,880	100.00%

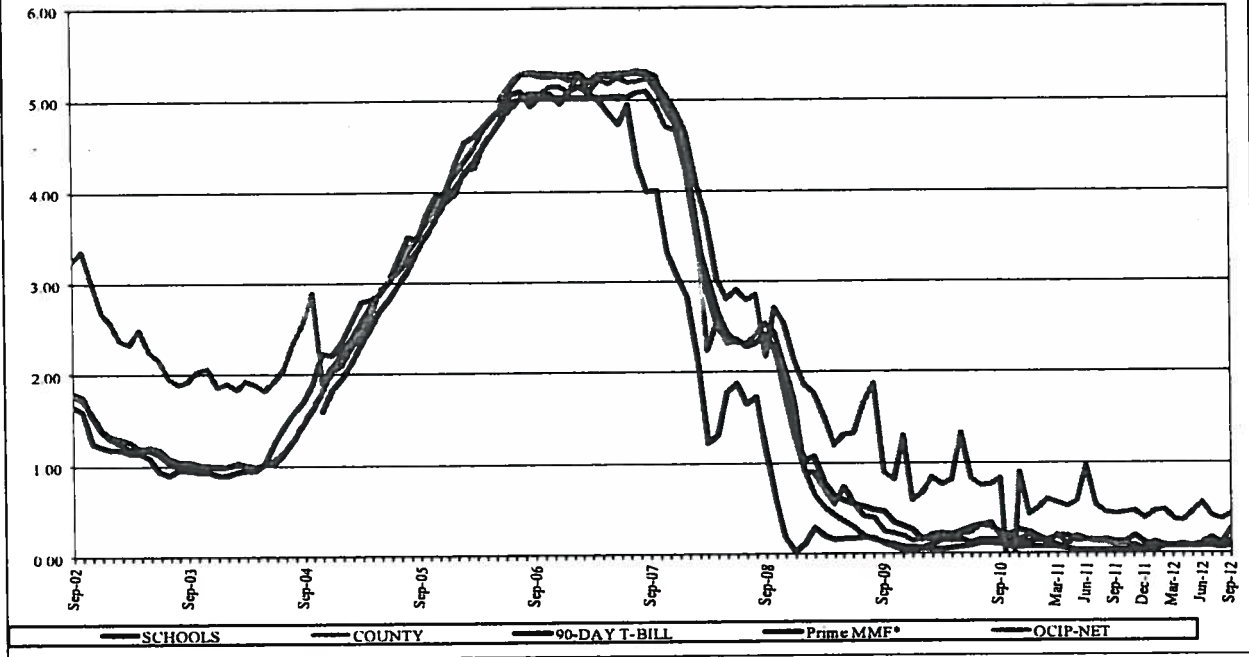
Maturity Limits Are In Compliance With The Orange County Treasurer's Investment Policy Statement

Floating Rate Notes are deemed to have a maturity date equal to their next interest reset date.

At 09/30/2012, Floating Rate Notes comprise 12.01%, 13.60%, and 40.74% of the Orange County Investment Pool, Orange County Educational Investment Pool, and JWA Investment Pool respectively.

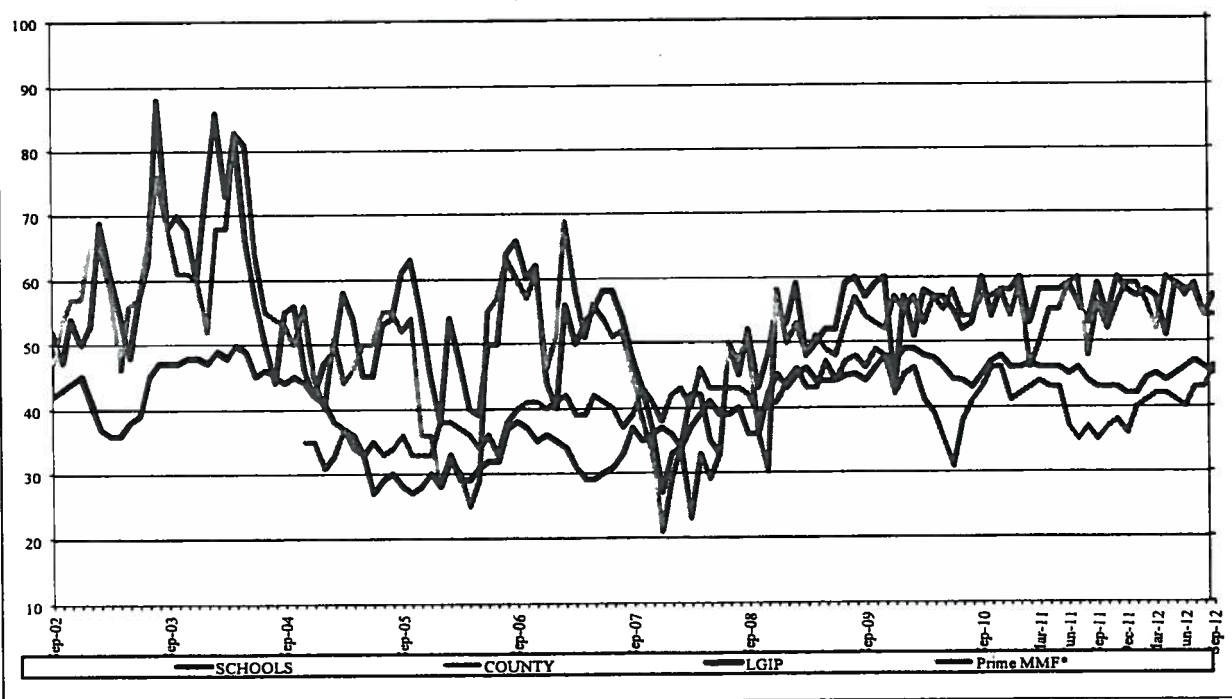
**ORANGE COUNTY MONEY MARKET PORTFOLIOS vs SELECTED MONEY MARKET YIELDS
(INTEREST RATE YIELD)**

For The Period September 2002 to September 2012



**ORANGE COUNTY MONEY MARKET POOLS vs SELECTED AVERAGES
WEIGHTED AVERAGE MATURITY (WAM)**

For The Period September 2002 to September 2012



•Prime MMF: Rated Money Fund Report Average-Prime Institutional from I-Money Net

•As of September 30, 2012 Prime MMF Yield – 0.07; WAM-46; LGIP WAM -45; 90-Day T-Bill – 0.10; OCIP – Net – 0.43

ORANGE COUNTY TREASURER-TAX COLLECTOR

INVESTMENT POOL YIELDS

October 1, 2011 - September 30, 2012

PERIOD ENDING - MONTH / YEAR	MONTH END MARKET VALUE	EARNINGS FOR MONTH	GROSS AVERAGE YIELD FOR MONTH	MONTH END WAM
Current Month - September 2012				
County Pool - Money Market Fund	\$ 1,229,772,834	\$ 214,205	0.21%	54
Educational Pool - Money Market Fund	\$ 1,480,321,490	\$ 466,226	0.18%	57
Extended Fund	\$ 3,013,882,683	\$ 1,754,603	0.71%	541
August 2012				
County Pool - Money Market Fund	\$ 1,293,999,505	\$ 206,971	0.20%	54
Educational Pool - Money Market Fund	\$ 1,625,037,760	\$ 242,467	0.18%	54
Extended Fund	\$ 3,011,043,620	\$ 1,800,718	0.70%	580
July 2012				
County Pool - Money Market Fund	\$ 1,252,282,597	\$ 236,503	0.20%	59
Educational Pool - Money Market Fund	\$ 1,626,743,213	\$ 201,553	0.17%	58
Extended Fund	\$ 3,011,832,400	\$ 1,940,911	0.76%	610
June 2012				
County Pool - Money Market Fund	\$ 1,410,996,873	\$ 238,909	0.19%	57
Educational Pool - Money Market Fund	\$ 1,251,825,357	\$ 213,916	0.19%	58
Extended Fund	\$ 3,009,317,151	\$ 2,519,283	1.02%	616
May 2012				
County Pool - Money Market Fund	\$ 1,658,832,465	\$ 267,038	0.17%	59
Educational Pool - Money Market Fund	\$ 1,463,305,781	\$ 243,666	0.17%	59
Extended Fund	\$ 3,006,337,072	\$ 2,313,510	0.91%	629
April 2012				
County Pool - Money Market Fund	\$ 1,919,574,506	\$ 392,642	0.18%	60
Educational Pool - Money Market Fund	\$ 1,995,855,292	\$ 210,488	0.16%	51
Extended Fund	\$ 3,007,055,094	\$ 1,910,490	0.77%	559
March 2012				
County Pool - Money Market Fund	\$ 1,937,115,182	\$ 230,083	0.17%	52
Educational Pool - Money Market Fund	\$ 1,473,651,276	\$ 230,552	0.16%	57
Extended Fund	\$ 2,992,257,094	\$ 1,966,895	0.77%	518
February 2012				
County Pool - Money Market Fund	\$ 1,618,895,973	\$ 215,304	0.17%	56
Educational Pool - Money Market Fund	\$ 1,702,918,932	\$ 231,002	0.15%	58
Extended Fund	\$ 3,002,982,508	\$ 2,328,546	0.98%	551
January 2012				
County Pool - Money Market Fund	\$ 1,580,753,259	\$ 274,588	0.20%	59
Educational Pool - Money Market Fund	\$ 2,013,633,120	\$ 260,880	0.16%	57
Extended Fund	\$ 3,001,297,668	\$ 2,488,620	0.98%	535
December 2011				
County Pool - Money Market Fund	\$ 1,843,592,007	\$ 224,769	0.12%	59
Educational Pool - Money Market Fund	\$ 2,096,783,911	\$ 272,903	0.19%	58
Extended Fund	\$ 2,998,955,293	\$ 2,198,356	0.87%	528
November 2011				
County Pool - Money Market Fund	\$ 1,955,838,383	\$ 262,403	0.19%	56
Educational Pool - Money Market Fund	\$ 1,296,945,638	\$ 327,269	0.29%	60
Extended Fund	\$ 2,989,749,491	\$ 2,259,196	0.92%	563
October 2011				
County Pool - Money Market Fund	\$ 1,513,583,810	\$ 239,620	0.21%	52
Educational Pool - Money Market Fund	\$ 1,400,458,868	\$ 313,014	0.23%	54
Extended Fund	\$ 2,994,884,099	\$ 2,199,341	0.87%	537
Fiscal Year July 1, 2012 - June 30, 2013				
	Average Month End Market Value Balance	Interest Income: YTD	YTD Gross Yield	YTD Average
Orange County Investment Pool	\$ 2,919,694,774	\$ 3,688,047	0.50%	352
Orange County Educational Investment Pool	\$ 2,928,610,593	\$ 3,252,219	0.45%	17 296

**ORANGE COUNTY TREASURER-TAX COLLECTOR
CASH AVAILABILITY PROJECTION
FOR THE SIX MONTHS ENDING MARCH 31, 2013**

Government Code Section 53646 (b) (3), effective on January 1, 1996, requires the Treasurer-Tax Collector to include a statement in the investment report, denoting the ability of the Orange County Investment Pool (OCIP) and the Orange County Educational Investment Pool (OCEIP) to meet their expenditure requirements for the next six months.

The OCIP and OCEIP consist of funds in the treasury deposited by various entities required to do so by statute, as well as those entities voluntarily depositing monies in accordance with Government Code Section 53684.

The Treasurer-Tax Collector is required to disburse monies placed in the treasury as directed by the Auditor-Controller and the Department of Education, except for the making of legal investments, to the extent funds are transferred to one or more clearing funds in accordance with Government Code Section 29808.

The Treasurer-Tax Collector, in her projection of cash availability to disburse funds as directed by the Auditor-Controller and the Department of Education, is relying exclusively on historical activity involving deposits and disbursements and future cash flow projections. No representation is made as to an individual depositor's ability to meet their anticipated expenditures with anticipated revenues.

The Cash Availability Projection for the six months ending March 31, 2013, indicates the ability of the pools to meet projected cash flow requirements. However, there will usually be differences between projected and actual results because events and circumstances frequently do not occur as expected and those differences may be material.

ORANGE COUNTY INVESTMENT POOL				
Month	Investment Maturities	Projected Deposits	Projected Disbursements	Cumulative Available Cash
September 2012 - Ending Cash*				\$ (4,759,171)
October	\$ 552,062,993	\$ 548,976,542	\$ 351,184,257	745,096,108
November	174,354,375	1,029,743,090	495,928,619	1,453,264,953
December	112,765,399	1,798,659,859	1,956,044,656	1,408,645,555
January	107,848,810	358,999,464	742,531,044	1,132,962,786
February	276,261,060	398,573,820	344,984,875	1,462,812,791
March	274,865,168	829,870,332	510,353,155	2,057,195,136

ORANGE COUNTY EDUCATIONAL INVESTMENT POOL				
Month	Investment Maturities	Projected Deposits	Projected Disbursements	Cumulative Available Cash
September 2012 - Ending Cash				\$ 26,820,429
October	\$ 609,263,937	\$ 196,845,709	\$ 545,466,242	287,463,832
November	150,880,138	334,521,750	507,972,821	264,892,899
December	192,884,481	1,144,630,736	316,288,905	1,286,119,211
January	70,418,454	467,546,519	686,687,698	1,137,396,486
February	81,619,703	163,478,039	506,254,576	876,239,652
March	64,503,856	266,179,210	521,766,999	685,155,720

* The negative accounting book balance is due to cash received by the County from the State in late September and booked in October.



JOHN CHIANG

California State Controller

**LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE**

Agency Name RANCHO SANTIAGO COMM COLL DST
Account Number 75-30-010

As of 10/15/2012, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 09/30/2012.

Earnings Ratio		.00000970563155028
Interest Rate		0.35%
Dollar Day Total	\$	13,781,587.92
Quarter End Principal Balance	\$	149,817.21
Quarterly Interest Earned	\$	133.76

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: November 13, 2012
Re:	Approval for Additional Testing Services for the Santa Ana College Soccer Field and Road Alignment	
Action:	Request for Approval	

BACKGROUND:

On February 27, 2012 the Board of Trustees approved an agreement with Reliant Testing Engineers to perform construction testing for the College Ave Street Alignment, Cul-De-Sac, Parking Lot Expansion, New Soccer Field and Football Facilities at Santa Ana College as required by the Division of State Architect (DSA).

ANALYSIS:

The original amount was estimated at \$57,651.00 based on project scope, plan review and Division of State Architects (DSA) Test and Inspection requirements. Project delays were due to rain, soil conditions and project phasing. Reliant Testing Engineers have based their additional fees on their best estimate of required inspection time to complete the project and the revised construction schedule. This estimate requires additional compensation in the amount of \$112,464.00 as noted in the attached proposal, dated October 8, 2012. The new contract total for this project is \$170,115.00.

RECOMMENDATION:

It is recommended that the Board of Trustees approve these additional testing services for the Santa Ana College Soccer Field and Road Alignment from Reliant Testing Engineers as presented.

Fiscal Impact:	\$112,464.00	Board Date: November 13, 2012
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

**CHANGE
ORDER**

- OWNER
- ARCHITECT
- CONTRACTOR
- FIELD
- OTHER



PROJECT RSCCD Santa Ana College Soccer Field

CHANGE ORDER NUMBER: 1

DATE: 10/8/2012

TO OWNER:
RSCCD
Darryl Odum
VIA : ODUM_DARRYL@RSCCD.ORG

CONTRACT FOR: TESTING AND INSPECTION

**Original estimate was based on plans without contractors schedule.
There has been added scope, as well as additional time required beyond proposal.
The hours below represent estimate to complete project.**

Added Grout Batch plant Scope by IOR:				
Increase to batch plant line item	244	hours	\$74	\$18,056
Added Scope: Batch Plant overtime	1	hours	\$111	\$111
Added Shop inspection Scope by IOR:				
fence posts	282	hours	\$74	\$20,868
Added Scope: Shop inspection overtime to date	35	hours	\$111	\$3,885
Added Duration: Masonry performed by small crew, low production rates, with no overlap.	780	hours	\$74	\$57,720
Added Duration: Structural Steel Inspection	40	hours	\$74	\$2,960
Added Duration: Concrete (typically by IOR) Inspection/Epoxy	44	hours	\$74	\$3,256
Added Duration: Structural Steel UT	8	hours	\$76	\$608
Additional Testing: Additional grout, concrete and UT	1	lump sum		\$5,000

TOTAL COR REQUEST

\$112,464

RTE inspections to continue and not stop job progress, unless notified by client.

The original (Contract Sum) (Guaranteed Maximum Price) was _____	\$57,651.00
Net change by previously authorized Change Orders _____	\$0.00
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was _____	\$57,651.00
The (Contract Sum) (Guaranteed Maximum Price) will be _____ by this Change Order in the amount of increased _____	\$112,464.00
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be _____	\$170,115.00

contract time change: approximately 8 additional months
District may direct Service provider to terminate, suspend, delay or interrupt Services, in whole or in part, for such periods of time as

District may determine in its sole discretion. The District may terminate this Agreement for cause based upon the failure of the service provider to comply with its terms and/or conditions; provided that the District gives the Service Provider written notice specifying the Service Provider's failure. If within fifteen (15) working days after receipt of such notice, the Service Provider shall not have corrected such failure and thereafter proceeded diligently to complete such correction, then the District may, at its option, place the Service Provider in default and the Contract shall terminate on the date specified on such notice.

RELIANT TESTING ENGINEERS, INC.

3035 S. Harbor Blvd., Santa Ana, CA 92704

BY
Denise DeGroff
10/8/2012

RSCCD

ADDRESS

BY

DATE

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: November 13, 2012
Re:	Approval of Awarding Bid #1180 – Santa Ana College Perimeter Site Improvements	
Action:	Request for Approval	

BACKGROUND:

In compliance with Public Contract Code, Bid #1180 for Santa Ana College perimeter site improvements was appropriately advertised and plans/specifications made available to prospective bidders.

ANALYSIS:

Bids were opened on Monday, October 29, 2012 for perimeter site improvements as noted on the attached Bid Results Form. The lowest responsive responsible bidder was Woodcliff Corporation with a base bid of \$5,079,000.00, plus Add Alternate #1 at \$58,000.00 for a total of \$5,137,000.00. There was a protest received from Los Angeles Engineering, the second low bidder. This has been reviewed by legal counsel, Hugh Lee, and he has recommended awarding the contract to Woodcliff Corporation.

District staff has provided a “due diligence” review of the lowest responsive bidder, Woodcliff Corporation., and a verification has been made for the appropriate license, complied with necessary bid bond requirements, and has found no record of labor complaints.

RECOMMENDATION:

It is recommended that the Board of Trustees award Bid #1180 for perimeter site improvements at Santa Ana College to Woodcliff Corporation as presented.

Fiscal Impact:	\$5,137,000.00	Board Date: November 13, 2012
Prepared by:	Darryl A. Odum, Director, District Construction & Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodriguez, Ph.D., Chancellor	

BID RESULTS

BID # 1180	PROJECT: Santa Ana College Perimeter Site Improvements			
DUE DATE:				
BIDDERS:	BASE BID	ADD ALTERNATE #1	DEDUCT ALTERNATE #1	TOTAL BID AMOUNT
Woodcliff Corp	\$5,079,000.00	\$58,000.00		\$5,137,000.00
Los Angeles Engineering	\$5,374,282.00	\$20,000.00		\$5,394,282.00
G2K Const. Inc.	\$5,198,000.00	\$370,000.00		\$5,568,000.00
Palip Inc (Excel Paving)	\$5,998,181.00	\$18,012.00		\$6,016,193.00
Minako America	\$5,557,770.00	\$37,000.00		\$5,594,770.00
C. S. Legacy	\$5,756,606.00	\$28,740.00		\$5,785,346.00
				\$0.00
				\$0.00
				\$0.00

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: November 13, 2012
Re:	Adoption of Resolution No. 12-63 – Landscaping for the Loop Road Extension at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On June 20, 2011, the Board awarded a contract to Tropical Plaza Nursery, Inc. for Bid #1134, landscaping for the Loop Road Extension at Santiago Canyon College.

ANALYSIS:

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Resolution 12-63 as well as Exhibit A.

Resolution 12-63 and Change Order #3 as outlined, increases the contract by \$3,239.41. The revised contract amount is \$230,624.86. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 52.93% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order. Legal counsel, Hugh Lee, has reviewed and approved these changes.

RECOMMENDATION:

It is recommended that the Board of Trustees adopt Resolution No. 12-63, Tropical Plaza Nursery, Inc. for Bid #1134, landscaping for the Loop Road Extension at Santiago Canyon College as presented.

Fiscal Impact:	\$3,239.41	Board Date: November 13, 2012
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

**BEFORE THE GOVERNING BOARD OF THE
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**RESOLUTION FOR APPROVAL OF AWARD OF CONTRACT TO TROPICAL
PLAZA NURSERY, INC. FOR CERTAIN ADDITIONAL WORK AT THE SANTIAGO
CANYON COLLEGE LOOP ROAD EXTENSION**

RESOLUTION NO. 12-63

WHEREAS, the Governing Board of the Rancho Santiago Community College District (“District”) previously awarded a contract for landscaping work at the Loop Road Extension at Santiago Canyon College, (“Project”) to Tropical Plaza Nursery, Inc. (“Contractor”);

WHEREAS, subsequent to the award of the contract for the Project, it was determined that additional work was necessary on the Project (“Change Order”) including reroute of irrigation main line, laterals and wiring. These items are more fully described in Exhibit “A”;

WHEREAS, the Contractor is intimately familiar with the Project and is ready, willing and able to perform the additional work set forth in the Change Order;

WHEREAS, the total cost for the Change Order is \$3,239.41 and exceeds the limitations set forth in Public Contract Code Section 20659;

WHEREAS, it would be more costly and time-consuming to bid this additional work since it is integral to the Project and the work being performed by the Contractor;

WHEREAS, competitive bidding the additional work covered by the Change Order would result in the delay of the completion of the Project;

WHEREAS, the additional work must be performed before the Project can be completed and failure to complete the Project will disrupt the education of students;

WHEREAS, it would work an incongruity and not produce any advantage to the District to competitively bid the Change Order since such competitive bid work could result in multiple contractors being required to perform work more efficiently and effectively performed by one contractor; and

WHEREAS, Meakin v. Steveland (1977) 68 Cal.App.3d 490 and Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348 holds that statutes requiring competitive bidding do not apply when competitive bidding would work an incongruity or not produce any advantage.

NOW, THEREFORE, the Governing Board of the Rancho Santiago Community College District does hereby find, resolve, determine, and order as follows:

Section 1. That all of the recitals set forth above are true and correct, and the Board so finds and determines.

Section 2. That it would work an incongruity and not produce any advantage to the District to competitively bid the completion of the additional work set forth in the Change Order.

Section 3. That the District approves the immediate completion of the additional work stated in the Change Order without competitively bidding such work and approves the District's payment to the Contractor in accordance with the terms and conditions set forth in the Change Order.

Section 4. That the completion and approval of the additional work stated in Change Order is necessary to ensure completion of the Project and use of the facilities by students and staff.

Section 5. That the Governing Board delegates to Peter Hardash, Vice Chancellor, Business Operations/Fiscal Services, authority to execute all agreements and complete all necessary documents for the additional work and to otherwise fulfill the intent of this Resolution.

APPROVED, PASSED AND ADOPTED by the Governing Board of the Rancho Santiago Community College District this 13th day of November, 2012, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

I, Phillip Yarbrough, President of the Rancho Santiago Community College District Governing Board, do hereby certify that the foregoing is full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in office of said Board.

President of the Board of Trustees
Rancho Santiago Community College District

I, Arianna Barrios, Clerk of the Board of Trustees of the Rancho Santiago Community College District Governing Board, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Board of Trustees of the Rancho Santiago Community College District Governing Board at a regular meeting thereof held on the 13th day of November, 2012, by the above described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Rancho Santiago Community College District Governing Board this 13th day of November 2012.

Clerk of the Board of Trustees
Rancho Santiago Community College District

EXHIBIT "A"

***CHANGE ORDER FOR ADDITIONAL WORK RELATED TO
THE SANTIAGO CANYON COLLEGE LOOP ROAD EXTENSION***

CHANGE ORDER	Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640		
	Project: Santiago Canyon College Loop Road Extension	Bid No. 1134	P.O. # 12-P0019623
Contractor: Tropical Plaza Nursery Inc.	D.S.A. No. 04-110594		
Architect: LPA Inc	Change Order No. 3	Date: October 24, 2012	

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$150,798.00
Previous Change Orders	\$76,587.45	
This Change Order	\$3,239.41	
Total Change Orders		\$79,826.86
Revised Contract Amount		\$230,624.86
Previous Time Extensions	4 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		4 calendar days
Original Completion Date		November 18, 2011
Revised Contract Completion Date		November 22, 2011
RSCCD Board Approval Date		November 13, 2012

Architect Authorized Signature Date

Contractor Name Authorized Signature Date

Construction Manager - Seville CS Authorized Signature Date

District Inspector Authorized Signature Date

Darryl A. Odum

Director - District Construction and Support Services Date

Assistant Vice Chancellor - Facility Planning Authorized Signature Date

Peter J. Hardash

Vice Chancellor, Business Operations/Fiscal Services Date

CHANGE ORDER		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
Project: Santiago Canyon College Loop Road Extension		Bid No. 1134	P.O. # 12-P0019623
		D.S.A. No. 04-110594	
Contractor: Tropical Plaza Nursery Inc.		Change Order No. 3	
Architect: LPA Inc		Date: October 24, 2012	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<u>DESCRIPTION:</u> Reroute irrigation 4" main line approximately 60 feet in length, laterals and wiring due to conflict with new gate. <u>REASON:</u> Field Conditions <u>REQUESTOR:</u> District <u>TIME EXTENSION:</u> ADDS 0 calendar days	\$0.00	\$3,239.41
Sub-Total		\$0.00	\$3,239.41
Total			\$3,239.41

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: November 13, 2012
Re:	Adoption of Resolution No. 12-66 – Earthwork for the Athletic/Aquatic Complex at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board awarded a contract to Southern California Grading, Inc. for Bid #1151, earthwork for the Athletic/Aquatic Complex at Santiago Canyon College.

ANALYSIS:

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Resolution No. 12-66 as well as Exhibit A.

Resolution No. 12-66 and Change Order #5 as outlined, increases the contract by \$20,141.72. The revised contract amount is \$315,482.94. District staff was able to negotiate a cost savings of \$6,102.76.

The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 22.75% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order. Legal counsel, Hugh Lee, has reviewed and approved the attached resolution.

RECOMMENDATION:

It is recommended that the Board of Trustees adopt Resolution No. 12-66, Southern California Grading, Inc. for Bid #1151, earthwork for the Athletic/Aquatic Complex at Santiago Canyon College as presented.

Fiscal Impact:	\$20,141.72	Board Date: November 13, 2012
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

**BEFORE THE GOVERNING BOARD OF THE
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**RESOLUTION FOR APPROVAL OF AWARD OF CONTRACT TO SOUTHERN
CALIFORNIA GRADING, INC. FOR CERTAIN ADDITIONAL WORK AT THE
SANTIAGO CANYON COLLEGE ATHLETIC/AQUATIC COMPLEX**

RESOLUTION NO. 12-66

WHEREAS, the Governing Board of the Rancho Santiago Community College District (“District”) previously awarded a contract for construction work at the Athletics/Aquatic Complex at Santiago Canyon College, (“Project”) to Southern California Grading, Inc. (“Contractor”);

WHEREAS, subsequent to the award of the contract for the Project, it was determined that additional work was necessary on the Project (“Change Order”) including saw cutting and removal of asphalt and re-grading fire lane road. These items are more fully described in Exhibit “A”;

WHEREAS, the Contractor is intimately familiar with the Project and is ready, willing and able to perform the additional work set forth in the Change Order;

WHEREAS, the total cost for the Change Order is \$20,141.72 and exceeds the limitations set forth in Public Contract Code Section 20659;

WHEREAS, it would be more costly and time-consuming to bid this additional work since it is integral to the Project and the work being performed by the Contractor;

WHEREAS, competitive bidding the additional work covered by the Change Order would result in the delay of the completion of the Project;

WHEREAS, the additional work must be performed before the Project can be completed and failure to complete the Project will disrupt the education of students;

WHEREAS, it would work an incongruity and not produce any advantage to the District to competitively bid the Change Order since such competitive bid work could result in multiple contractors being required to perform work more efficiently and effectively performed by one contractor; and

WHEREAS, Meakin v. Steveland (1977) 68 Cal.App.3d 490 and Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348 holds that statutes requiring competitive bidding do not apply when competitive bidding would work an incongruity or not produce any advantage.

NOW, THEREFORE, the Governing Board of the Rancho Santiago Community College District does hereby find, resolve, determine, and order as follows:

Section 1. That all of the recitals set forth above are true and correct, and the Board so finds and determines.

Section 2. That it would work an incongruity and not produce any advantage to the District to competitively bid the completion of the additional work set forth in the Change Order.

Section 3. That the District approves the immediate completion of the additional work stated in the Change Order without competitively bidding such work and approves the District's payment to the Contractor in accordance with the terms and conditions set forth in the Change Order.

Section 4. That the completion and approval of the additional work stated in Change Order is necessary to ensure completion of the Project and use of the facilities by students and staff.

Section 5. That the Governing Board delegates to Peter Hardash, Vice Chancellor, Business Operations/Fiscal Services, authority to execute all agreements and complete all necessary documents for the additional work and to otherwise fulfill the intent of this Resolution.

APPROVED, PASSED AND ADOPTED by the Governing Board of the Rancho Santiago Community College District this 13th day of November, 2012 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

I, Phillip Yarbrough, President of the Rancho Santiago Community College District Governing Board, do hereby certify that the foregoing is full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in office of said Board.

President of the Board of Trustees
Rancho Santiago Community College District

I, Arianna Barrios, Clerk of the Board of Trustees of the Rancho Santiago Community College District Governing Board, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Board of Trustees of the Rancho Santiago Community College District Governing Board at a regular meeting thereof held on the 13th day of November, 2012, by the above described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Rancho Santiago Community College District Governing Board this 13th day of November, 2012.

Clerk of the Board of Trustees
Rancho Santiago Community College District

EXHIBIT "A"

***CHANGE ORDER FOR ADDITIONAL WORK RELATED TO
THE SANTIAGO CANYON COLLEGE ATHLETIC AND AQUATIC COMPLEX***

CHANGE ORDER	Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640		
	Project: Aquatic & Athletic Center Project at Santiago Canyon College	Bid No. 1151	P.O. # 10-P0014379
Contractor: Southern California Grading Inc	D.S.A. No.	04-109232	
Architect: The Austin Company	Change Order No.	5	
	Date:	10/25/12	

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$257,000.00
Previous Change Orders	\$38,341.22	
This Change Order	\$20,141.72	
Total Change Orders		\$58,482.94
Revised Contract Amount		\$315,482.94
Previous Time Extensions	10 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		10 calendar days
Original Completion Date		September 5, 2011
Revised Contract Completion Date		September 15, 2011
RSCCD Board Approval Date		November 13, 2012

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Seville Construction Services	_____ Authorized Signature	_____ Date
_____ District Inspector	_____ Authorized Signature	_____ Date
_____ Darryl A. Odum	_____ Authorized Signature	_____ Date
_____ Director - District Construction and Support Services	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
_____ <i>Peter J. Hardash</i>	_____ Authorized Signature	_____ Date
_____ Vice Chancellor, Business Operations/Fiscal Services	_____ Authorized Signature	_____ Date

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Aquatic & Athletic Center Project at Santiago Canyon College	Bid No. 1151	P.O. # 10-P0014379
	D.S.A. No. 04-109232	
Contractor: Southern California Grading Inc	Change Order No. 5	
Architect: The Austin Company	Date: 10/25/12	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Labor to regrade fire lane road per field change directive #8 and request for information 400 (Original cost \$19,000)</p> <p><u>REASON:</u> Removal of dirt and grading was required to complete fire lane road which was not part of contract</p> <p><u>REQUESTOR:</u> Architect</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$12,897.24
2.0	<p><u>DESCRIPTION:</u> Labor to sawcut and the removal of existing asphalt at the fire lane road by the pool area</p> <p><u>REASON:</u> Work was necessary to meet the city standard curb and gutter installation (Unforeseen Condition)</p> <p><u>REQUESTOR:</u> Inspector of Record</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$6,714.48
3.0	<p><u>DESCRIPTION:</u> Removal of damaged fence panels at the walk of champions</p> <p><u>REASON:</u> Fence panels needed to be removed and replaced due to a safety hazard</p> <p><u>REQUESTOR:</u> District:</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$530.00
Sub-Total		\$0.00	\$20,141.72
Total			\$20,141.72

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: November 13, 2012
Re:	Adoption of Resolution No. 12-67 – Glass and Glazing for the Athletic/Aquatic Complex at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board awarded a contract to Glazcon Industries for Bid #1143, glass and glazing for the Athletic/Aquatic Complex at Santiago Canyon College.

ANALYSIS:

During the course of construction certain changes to the scope of work for this contract were required in order to complete the project. The specific changes, reasons for the changes and cost impacts are noted in the attached Resolution 12-67 as well as Exhibit A.

Resolution 12-67 and Change Order #4 as outlined, increases the contract by \$10,513.75. The revised contract amount is \$487,828.55. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are 11.49% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order. Legal counsel, Hugh Lee, has reviewed and approved the resolution.

RECOMMENDATION:

It is recommended that the Board of Trustees adopt Resolution No. 12-67, Glazcon Industries for Bid #1143, glass and glazing for the Athletic/Aquatic Complex at Santiago Canyon College as presented.

Fiscal Impact:	\$10,513.75	Board Date: November 13, 2012
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

**BEFORE THE GOVERNING BOARD OF THE
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**RESOLUTION FOR APPROVAL OF AWARD OF CONTRACT TO GLAZCON
INDUSTRIES FOR CERTAIN ADDITIONAL WORK AT THE SANTIAGO CANYON
COLLEGE ATHLETIC/AQUATIC COMPLEX**

RESOLUTION NO. 12-67

WHEREAS, the Governing Board of the Rancho Santiago Community College District (“District”) previously awarded a contract for construction work at the Athletic/Aquatic Complex at Santiago Canyon College, (“Project”) to Glazcon Industries (“Contractor”);

WHEREAS, subsequent to the award of the contract for the Project, it was determined that additional work was necessary on the Project (“Change Order”) including installation of additional mirrors as more fully set forth in Exhibit “A”;

WHEREAS, the Contractor is intimately familiar with the Project and is ready, willing and able to perform the additional work set forth in the Change Order;

WHEREAS, the total cost for the Change Order is \$10,513.75 and exceeds the limitations set forth in Public Contract Code Section 20659;

WHEREAS, it would be more costly and time-consuming to bid this additional work since it is integral to the Project and the work being performed by the Contractor;

WHEREAS, competitive bidding the additional work covered by the Change Order would result in the delay of the completion of the Project;

WHEREAS, the additional work must be performed before the Project can be completed and failure to complete the Project will disrupt the education of students;

WHEREAS, it would work an incongruity and not produce any advantage to the District to competitively bid the Change Order since such competitive bid work could result in multiple contractors being required to perform work more efficiently and effectively performed by one contractor; and

WHEREAS, Meakin v. Steveland (1977) 68 Cal.App.3d 490 and Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348 holds that statutes requiring competitive bidding do not apply when competitive bidding would work an incongruity or not produce any advantage.

NOW, THEREFORE, the Governing Board of the Rancho Santiago Community College District does hereby find, resolve, determine, and order as follows:

Section 1. That all of the recitals set forth above are true and correct, and the Board so finds and determines.

Section 2. That it would work an incongruity and not produce any advantage to the District to competitively bid the completion of the additional work set forth in the Change Order.

Section 3. That the District approves the immediate completion of the additional work stated in the Change Order without competitively bidding such work and approves the District's payment to the Contractor in accordance with the terms and conditions set forth in the Change Order.

Section 4. That the completion and approval of the additional work stated in Change Order is necessary to ensure completion of the Project and use of the facilities by students and staff.

Section 6. That the Governing Board delegates to Peter Hardash, Vice Chancellor, Business Operations/Fiscal Services, authority to execute all agreements and complete all necessary documents for the additional work and to otherwise fulfill the intent of this Resolution.

APPROVED, PASSED AND ADOPTED by the Governing Board of the Rancho Santiago Community College District this 13th of November, 2012, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

I, Phillip Yarbrough, President of the Rancho Santiago Community College District Governing Board, do hereby certify that the foregoing is full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in office of said Board.

President of the Board of Trustees
Rancho Santiago Community College District

I, Arianna Barrios, Clerk of the Board of Trustees of the Rancho Santiago Community College District Governing Board, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Board of Trustees of the Rancho Santiago Community College District Governing Board at a regular meeting thereof held on the 13th day of November, 2012, by the above described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Rancho Santiago Community College District Governing Board this 13th day of November, 2012.

Clerk of the Board of Trustees
Rancho Santiago Community College District

EXHIBIT "A"

***CHANGE ORDER FOR ADDITIONAL WORK RELATED TO
THE SANTIAGO CANYON COLLEGE HUMANITIES BUILDING***

CHANGE ORDER	Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640		
	Project: Athletic/Aquatic Center Project at Santiago Canyon College	Bid No. 1143	P.O. # 10-P0014581
Contractor: Glazcon Industries/Henry's Glass & Mirror	D.S.A. No.	04-109232	
Architect: The Austin Company	Change Order No.	4	
	Date:	October 26, 2012	

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$437,550.00
Previous Change Orders	\$39,764.80	
This Change Order	\$10,513.75	
Total Change Orders		\$50,278.55
Revised Contract Amount		\$487,828.55
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		May 25, 2011
Revised Contract Completion Date		
RSCCD Board Approval Date		November 13, 2012

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Seville Construction Services	_____ Authorized Signature	_____ Date
_____ District Inspector	_____ Authorized Signature	_____ Date
_____ Darryl A. Odum	_____ Authorized Signature	_____ Date
_____ Director - District Construction and Support Services	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
_____ <i>Peter J. Hardash</i>	_____ Authorized Signature	_____ Date
_____ Vice Chancellor, Business Operations/Fiscal Services	_____ Authorized Signature	_____ Date

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Athletic/Aquatic Center Project at Santiago Canyon College	Bid No. 1143	P.O. # 10-P0014581
	D.S.A. No. 04-109232	
Contractor: Glazcon Industries/Henry's Glass & Mirror	Change Order No. 4	
Architect: The Austin Company	Date: October 26, 2012	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Provide labor and material to install additional mirrors in rooms 113 & 120</p> <p><u>REASON:</u> Requested by the college (Not part of the contract documents)</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$10,513.75
Sub-Total		\$0.00	\$10,513.75
Total			\$10,513.75

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: November 13, 2012
Re:	Approval of Change Order #7, Bid #1138 - Structural Steel at the Athletic/Aquatic Complex at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board awarded a contract to Blazing Industrial Steel, Inc. for Bid #1138, structural steel for the Athletic/Aquatic Complex at Santiago Canyon College.

ANALYSIS:

During the normal course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #7.

Change Order #7 decreases the contract by \$24,272.75. The revised contract amount is \$1,049,164.78. This work was performed by Troyer Construction on Bid #1144. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 8.75% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #7, Blazing Industrial Steel, Inc. for Bid #1138, structural steel for the Athletic/Aquatic Complex at Santiago Canyon College as presented.

Fiscal Impact:	-\$24,272.75	Board Date: November 13, 2012
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

CHANGE ORDER		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
Project: Athletic/Aquatic Center Project at Santiago Canyon College	Bid No.	1138	P.O. #10-P0014486
	D.S.A. No.	04-109232	
Contractor: Blazing Industrial Steel Inc	Change Order No.	7	
Architect: The Austin Company	Date:	October 31, 2012	

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$987,000.00
Previous Change Orders	\$86,437.53	
This Change Order	-\$24,272.75	
Total Change Orders		\$62,164.78
Revised Contract Amount		\$1,049,164.78
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		April 20, 2011
Revised Contract Completion Date		
RSCCD Board Approval Date		November 13, 2012

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Seville Construction Services	_____ Authorized Signature	_____ Date
_____ District Inspector	_____ Authorized Signature	_____ Date
Darryl A. Odum _____ Director - District Construction and Support Services	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
Peter J. Hardash _____ Vice Chancellor, Business Operations/Fiscal Services	_____ Authorized Signature	_____ Date

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Athletic/Aquatic Center Project at Santiago Canyon College

Bid No. 1138

P.O. #10-P0014486

D.S.A. No.

04-109232

Contractor: Blazing Industrial Steel Inc

Change Order No.

7

Architect: The Austin Company

Date:

October 31, 2012

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Installation of galvanized steel angles supports were part of bid #1138 Blazing Steel to support the screen louver panels. Bid package #1144 Troyer Contracting installed louver clips in leu of angle supports. Cost is a deduct to bid package #1138 Blazing Steel.</p> <p><u>REASON:</u> Work was required to install screen louver panels at high roof</p> <p><u>REQUESTOR:</u> Architect</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	-\$24,272.75
Sub-Total		\$0.00	-\$24,272.75
Total			-\$24,272.75

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: November 13, 2012
Re:	Approval of Change Order #9, Bid #1139 – Electricity for the Humanities Building at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND

On March 22, 2010, the Board awarded a contract to Dynalectric for Bid #1139, electricity for the Humanities Building at Santiago Canyon College.

ANALYSIS

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #9.

Change Order #9 increases the contract by \$1,431.27. The revised contract amount is \$3,781,193.78. District staff was able to negotiate a savings of \$42.54. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 4.51% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order #9, Bid #1139 for Dynalectric, electricity for the Humanities Building at Santiago Canyon College as presented.

Fiscal Impact:	\$1,431.27	Board Date: November 13, 2012
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

CHANGE ORDER	Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640		
	Project: Santiago Canyon College Humanities Building	Bid No. 1139	P.O. # 10-BP000225
Contractor: Dynalectric	D.S.A. No. 04-110212		
Architect: LPA Inc	Change Order No. 9	Date: October 24, 2012	

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$3,617,900.00
Previous Change Orders	\$161,862.51	
This Change Order	\$1,431.27	
Total Change Orders		\$163,293.78
Revised Contract Amount		\$3,781,193.78
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		September 24, 2011
Revised Contract Completion Date		September 24, 2011
RSCCD Board Approval Date		November 13, 2012

Architect Authorized Signature Date

Contractor Name Authorized Signature Date

Construction Manager - Seville CS Authorized Signature Date

District Inspector Authorized Signature Date

Darryl A. Odum

Director - District Construction and Support Services Date

Assistant Vice Chancellor - Facility Planning Authorized Signature Date

Peter J. Hardash

Vice Chancellor, Business Operations/Fiscal Services Date

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Santiago Canyon College Humanities Building

Bid No. 1139

P.O. # 10-BP000225

D.S.A. No.

04-110212

Contractor: Dynalectric

Change Order No.

9

Architect: LPA Inc

Date: October 24, 2012

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Cut back and replace conduit at south stairs due to elevation changes shown in RFI H-468. Original cost \$758.58 savings \$42.54.</p> <p><u>REASON:</u> Not in scope</p> <p><u>REQUESTOR:</u> Architect</p> <p><u>TIME EXTENSION:</u> 0 calendar days</p>		\$716.04
2.0	<p><u>DESCRIPTION:</u> Open drywall to remove and relocate existing plug and data outlets as directed in RFI H-522</p> <p><u>REASON:</u> Not in scope</p> <p><u>REQUESTOR:</u> Architect</p> <p><u>TIME EXTENSION:</u> 0 calendar days</p>		\$715.23
Sub-Total		\$0.00	\$1,431.27
Total			\$1,431.27

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: November 13, 2012
Re:	Approval of Change Order #5, Bid #1144 – Roofing for the Athletic/Aquatic Complex at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board awarded a contract to Troyer Contracting Co., Inc. for Bid #1144, roofing for the Athletic/Aquatic Complex.

ANALYSIS:

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #5.

Change Order #5 increases the contract by \$24,272.75. The revised contract amount is \$835,053.18. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 5.98% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #5, Bid #1144 for Troyer Contracting Co., Inc., roofing for the Athletic/Aquatic Complex at Santiago Canyon College as presented.

Fiscal Impact:	\$24,272.75	Board Date: November 13, 2012
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodriguez, Ph.D., Chancellor	

CHANGE ORDER		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
Project: Athletic/Aquatic Center Project at Santiago Canyon College	Bid No. 1144	P.O. # 10-P0014699	
	D.S.A. No.	04-109232	
Contractor: Troyer Contracting Co Inc	Change Order No.	5	
Architect: The Austin Company	Date:	October 25, 2012	

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$787,928.00
Previous Change Orders	\$22,852.43	
This Change Order	\$24,272.75	
Total Change Orders		\$47,125.18
Revised Contract Amount		\$835,053.18
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		October 7, 2011
Revised Contract Completion Date		
RSCCD Board Approval Date		November 13, 2012

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Seville Construction Services	_____ Authorized Signature	_____ Date
_____ District Inspector	_____ Authorized Signature	_____ Date
_____ Darryl A. Odum Director - District Construction and Support Services	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
_____ Peter J. Hardash Vice Chancellor, Business Operations/Fiscal Services	_____ Authorized Signature	_____ Date

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Athletic/Aquatic Center Project at Santiago Canyon College		Bid No. 1144	P.O. # 10-P0014699
Contractor: Troyer Contracting Co Inc		D.S.A. No. 04-109232	
Architect: The Austin Company		Change Order No. 5	Date: October 25, 2012
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Provide labor and material to install louver clips to support the louver panels. Per field change directive 59 (Original cost \$55,000)</p> <p><u>REASON:</u> Work was required to install screen louver panels at high roof (Back Charge Blazing Steel)</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$24,272.75
Sub-Total		\$0.00	\$24,272.75
Total			\$24,272.75

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: November 13, 2012
Re:	Approval of Change Order #9, Bid #1146 – Framing and Elevators for the Humanities Building at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND

On March 22, 2010, the Board awarded a contract to Inland Building Construction Co. for Bid #1146, framing and elevators for the Humanities Building at Santiago Canyon College.

ANALYSIS

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #9.

Change Order #9 increases the contract by \$4,945.45. The revised contract amount is \$2,026,061.41. District staff was able to negotiate a savings of \$14,122.00. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 2.32% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order #9, Bid #1146 for Inland Building Construction Co., framing and elevators for the Humanities Building at Santiago Canyon College as presented.

Fiscal Impact:	\$4,945.45	Board Date: November 13, 2012
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

CHANGE ORDER		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
Project: Santiago Canyon College Humanities Building	Bid No. 1146	P.O. #	10-BP000244
	D.S.A. No. 04-110212		
Contractor: Inland Building Construction Co	Change Order No. 9		
Architect: LPA Inc	Date: October 24, 2012		

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$1,980,000.00
Previous Change Orders	\$41,115.96	
This Change Order	\$4,945.45	
Total Change Orders		\$46,061.41
Revised Contract Amount		\$2,026,061.41
Previous Time Extensions	9 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		9 calendar days
Original Completion Date		October 12, 2011
Revised Contract Completion Date		October 21, 2011
RSCCD Board Approval Date		November 13, 2012

Architect _____ Authorized Signature _____ Date _____

Contractor Name _____ Authorized Signature _____ Date _____

Construction Manager - Seville CS _____ Authorized Signature _____ Date _____

District Inspector _____ Authorized Signature _____ Date _____

Darryl A. Odum _____
Director - District Construction and Support Services _____ Date _____

Assistant Vice Chancellor - Facility Planning _____ Authorized Signature _____ Date _____

Peter J. Hardash _____
Vice Chancellor, Business Operations/Fiscal Services _____ Date _____

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Santiago Canyon College Humanities Building		Bid No. 1146	P.O. # 10-BP000244
Contractor: Inland Building Construction Co		D.S.A. No. 04-110212	
Architect: LPA Inc		Change Order No. 9	Date: October 24, 2012
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<u>DESCRIPTION:</u> Labor and materials to extend metals studs due to misplaced bent plate, per CCD 52 deductive change order issued to Blazing Industrial Steel. <u>REASON:</u> Field Conditions <u>REQUESTOR:</u> Architect <u>TIME EXTENSION:</u> ADDS 0 calendar days	\$0.00	\$596.47
2.0	<u>DESCRIPTION:</u> Labor and materials to grind restroom floors, deductive change order issued to Guy Yocom Construction. <u>REASON:</u> Out of Scope <u>REQUESTOR:</u> District <u>TIME EXTENSION:</u> ADDS 0 calendar days	\$0.00	\$1,305.98
3.0	<u>DESCRIPTION:</u> Escalation costs for painting materials due to project delay. Original request \$17,165.00 Savings \$14,122.00 <u>REASON:</u> Field Conditions <u>REQUESTOR:</u> District <u>TIME EXTENSION:</u> ADDS 0 calendar days	\$0.00	\$3,043.00
Sub-Total		\$0.00	\$4,945.45
Total			\$4,945.45

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: November 13, 2012
Re:	Approval of Change Order #1, Bid #1149 – Equipment and Furnishings for the Athletic/Aquatic Complex at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board awarded a contract to Herk Edwards, Inc. for Bid #1149, equipment and furnishings for the Athletic/Aquatic Complex.

ANALYSIS:

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #1.

Change Order #1 increases the contract by \$12,921.41. The revised contract amount is \$1,193,941.41. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 1.09% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #1, Bid #1149 for Herk Edwards, Inc., equipment and furnishings for the Athletic/Aquatic Complex at Santiago Canyon College as presented.

Fiscal Impact:	\$12,921.41	Board Date: November 13, 2012
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodriguez, Ph.D., Chancellor	

CHANGE ORDER		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
Project: Athletic/Aquatic Center Project at Santiago Canyon College	Bid No.	1149	11-P0016037
	D.S.A. No.	04-109232	
Contractor: Herk Edwards Inc	Change Order No.	1	
Architect: The Austin Company	Date:	October 26, 2012	

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$1,181,020.00
Previous Change Orders	\$0.00	
This Change Order	\$12,921.41	
Total Change Orders		\$12,921.41
Revised Contract Amount		\$1,193,941.41
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		November 11, 2011
Revised Contract Completion Date		
RSCCD Board Approval Date		November 13, 2012

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Seville Construction Services	_____ Authorized Signature	_____ Date
_____ District Inspector	_____ Authorized Signature	_____ Date
_____ Darryl A. Odum Director - District Construction and Support Services	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
_____ <i>Peter J. Hardash</i> Vice Chancellor, Business Operations/Fiscal Services	_____ Authorized Signature	_____ Date

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Athletic/Aquatic Center Project at Santiago Canyon College

Bid No. 1149

11-P0016037

D.S.A. No.

04-109232

Contractor: Herk Edwards Inc

Change Order No. 1

Architect: The Austin Company

Date: October 26, 2012

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Labor and material to install 176 end caps to the bleachers with the college logo</p> <p><u>REASON:</u> Requested by the college (Not part of the contract documents)</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$2,640.00
2.0	<p><u>DESCRIPTION:</u> Provide custom color for the divider curtains at the gymnasium building</p> <p><u>REASON:</u> Requested by the college (Not part of the contract documents)</p> <p><u>REQUESTOR:</u> Architect/District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$4,453.41
3.0	<p><u>DESCRIPTION:</u> Install two additional lockers in room 225 & 227</p> <p><u>REASON:</u> Additional concrete was placed in these rooms (Backcharge to concrete contractor)</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$3,765.00
4.0	<p><u>DESCRIPTION:</u> Labor and material for additional wall pad logo to the main court of the gymnasium building</p> <p><u>REASON:</u> Requested by the college (Not part of the contract documents)</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$2,063.00
Sub-Total		\$0.00	\$12,921.41
Total			\$12,921.41

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: November 13, 2012
Re:	Approval of Additional DSA Inspection Services for the Humanities Building and the Athletic/Aquatic Complex at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 14, 2011, the Board of Trustees approved an agreement with TYR I.O.R in the amount of \$550,000.00 to provide Division of State Architect (DSA) mandated inspection services as the Inspector of Record (IOR) for the Humanities Building and the Athletic/Aquatic Complex at Santiago Canyon College.

ANALYSIS:

The inspector will assist the District in reviewing the mechanical systems, HVAC, exhaust fans, control wires, chilled and hot water and other similar items. All inspections will be based on government approved guidelines, approved plans, submittals and specifications.

Based on an updated construction schedule, estimated duration of this project through completion is 6 months, November, 2012 through April, 2013; the total estimated additional cost is \$25,515.60. The total revised contract amount is \$800,515.60.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the extension of services for TYR I.O.R to provide DSA mandated inspection services for the Humanities Building and the Athletic/Aquatic Complex at Santiago Canyon College, as presented.

Fiscal Impact:	\$25,515.60	Board Date: November 13, 2012
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	



I.O.R. Services
DSA & OSHPD Inspection

October 10, 2012

Geveva Romero
Seville Construction Services, Inc.
Construction Management Team
Rancho Santiago Community College District
c/o Santiago Canyon College
8045 East Chapman Ave.
Orange, CA 92869

Reference: Estimated Cost Increase Proposal – Santiago Canyon College_Athletic/Aquatic Complex projects PO # 11-P0018864 and 12-P0021199

Dear Ms. Romero,

TYR, Inc. is honored for the opportunity to submit an estimated cost increase to Rancho Santiago Community College District for the above referenced project.

- As requested, with the assigned Class 1 Inspector and the hourly rate of \$77.00, the total estimated cost is \$20,482.00. Cost includes pending invoice for August 2012, 104 hours for September and any hours of punch list items for October and November 2012.
- With the assigned Class 3 Inspector and the hourly rate of \$70.00, the total estimated cost is \$5,033.60. Cost includes pending invoice for August 2012, 28 hours for September and any hours of punch list items for October and November 2012.

The total estimated cost for the continuation of inspection services is **\$25,515.60** (this estimate excludes overtime, off hours and legal holidays).

If you have any questions, please do not hesitate to contact me. Thank you for your time and we look forward to working with your District.

Best regards,

Youssef Sobhi
President and Senior Inspector

Hanley, Marva

From: Geneva Romero [gromero@sevillecs.com]
Sent: Thursday, October 11, 2012 4:20 PM
To: Hanley, Marva
Cc: Odum, Darryl; Jerry Roberts
Subject: TYR - Athletics & Aquatics Change Order Request
Attachments: Athletics & Aquatics Increase Proposal_LC & AS.pdf.pdf

Marva,

Per my previous email. Here is the Change Order Request from TYR. Thank you.

TYR – Ashraft Samak

\$2,526.40 Remaining on PO Now

\$2,800.00 – August Bill

\$273.60 - Needed to Cover August

\$1,960.00 – September Bill

\$2,233.60 TOTAL

\$2,800.00 – OCT/NOV 40hrs (MAX) x \$70.00hr

\$5,033.60 TOTAL CHANGE Order request

TYR – Leonard Cloer

00.00 Remaining on PO Now

\$10,934.00 – August Bill

\$10,934.00 - Needed to Cover August

\$8,008.00 – September Bill

\$18,942.00 TOTAL

\$1,540.00 – OCT/NOV 20hrs (MAX) x \$77.00hr

\$20,482.00 TOTAL CHANGE Order request

Total Change Order Request - \$25,515.60



Geneva Romero
Seville Construction Services, Inc.

Rancho Santiago Community College District
Construction Management Team
C/o Santiago Canyon College
8045 East Chapman Avenue
Orange, CA 92869

t. 714. 639. 9570 | f. 714. 639. 0103
e. gromero@sevillecs.com

www.sevillecs.com

Our People are the Difference !

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: November 13, 2012
Re:	Approval for Additional Testing Services for the Humanities Building at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On May 10, 2010 the Board of Trustees approved an agreement with Reliant Testing Engineers to perform construction testing for the Humanities Building at Santiago Canyon College as required by the Division of State Architect (DSA).

ANALYSIS:

The original amount was estimated at \$127,572.00 based on project scope, plan review and Division of State Architects (DSA) Test and Inspection requirements. Change Order #2 increased the amount to \$475,896.00. Due to project delays and the updated construction schedule, Reliant Testing Engineers have based their additional fees on their best estimate of required inspection time at 75 additional days to complete the project. This estimate requires additional compensation in the amount of \$44,400.00 as noted in the attached proposal, dated October 31, 2012. The new contract total for this project is \$520,296.00.

RECOMMENDATION:

It is recommended that the Board of Trustees approve these additional testing services for the Humanities Building at Santiago Canyon College from Reliant Testing Engineers as presented.

Fiscal Impact:	\$44,400.00	Board Date: November 13, 2012
Prepared by:	Darryl Odum, Director District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez., Ph.D., Chancellor	



October 31, 2012

Mr. Darryl Odum
Rancho Santiago Community College District
232 North Broadway, Suite 112
Santa Ana, CA 92706-1640

RE: Humanities Building COR 3

Dear Darryl,

The project duration has exceeded the schedule provided for COR 2. Reliant requests an increase of 75 additional days. This includes an estimate to complete; however we have not been provided an official schedule, this is our general estimate.

75 days	600 hours	\$74/hour	\$44,400.00
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Total Change order 3 request, \$44,400.00. Should you have any questions or comments, please don't hesitate to contact me. I am often in the field, my cell phone is best 949/525-6211.

Sincerely,

RELIANT TESTING ENGINEERS, INC.

A handwritten signature in black ink, appearing to read "Denise DeGroff".

Denise DeGroff
President

Cc: file

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To: Board of Trustees	Date: November 13, 2012
Re: Accept and Award of RFP #1200 – Metropolitan Fiber Wide Area Network	
Action: Request for Approval	

BACKGROUND

Currently, the District office leases seven Gigaman circuits from AT&T in support of the District's Wide Area Network (WAN). The data speed for these circuits are 1 Gigabits per second. The WAN connections provide data and voice connectivity between campuses and are designed with redundant paths. The annual cost for these circuits is \$384,653.08. The Information Technology Services (ITS) department researched various solutions to replace these circuits to reduce costs and increase bandwidth, and found that a "dark fiber" solution will meet the district-wide requirements. The term "dark fiber" refers to an optical fiber infrastructure (cabling) that is currently in place and not being used. Dark Fiber is usually leased through a network service provider that is not a traditional carrier, such as AT&T. In order to lease Dark Fiber, bidding is required.

ANALYSIS

The District hired consultant, Jack Raubolt, to assist in developing the Request For Proposal (RFP) including scope of work and technical specifications as well as providing project management services.

The project was advertised and RFP packets emailed to thirteen (13) service providers. A mandatory pre-proposal conference and site walk was conducted on September 21, 2012 and a total of ten (10) service providers attended with three (3) service providers responding. The evaluation was conducted by the consultant and the ITS Department. After a thorough evaluation including checking references and interviewing the low bidder, it was concluded that the proposal from Freedom Telecommunications, Inc. was the lowest responsive and responsible bidder. This is a five-year contract with an option to renew on an annual basis up to five (5) years. The proposal amount from Freedom Telecommunications represents a savings of \$1,043,265.40 over a five-year period (\$208,653.08 annually). Below are the three (3) RFP responses.

Company Name	Amount	
	Five-Year Cost (Year 1-5)	Five-Year Cost (Year 6-10)
Freedom Telecommunications	\$880,000.00	\$480,000.00
Sunesys, LLC	\$1,366,459.20	\$1,366,459.20
Zayo Group	\$1,944,899.91	\$861,130.74

RECOMMENDATION

It is recommended that the Board of Trustees accept the RFPs and approve the award to Freedom Telecommunications, Inc. for RFP #1200 – Metropolitan Fiber Wide Area Network as presented.

Fiscal Impact:	\$880,000.00 (5-Years)	Board Date: November 13, 2012
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services Sylvia LeTourneau, Assistant Vice Chancellor, Information Technology Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

DARK FIBER TELECOMMUNICATIONS SERVICE AGREEMENT

This Dark Fiber Telecommunications Service Agreement (this "Agreement") is entered into as of November ____, 2012 (the "Effective Date") between Freedom Telecommunications, Inc. ("Provider") and Rancho Santiago Community College District ("Customer"). Customer hereby engages Provider and Provider hereby accepts such engagement to provide fiber optic connections and related services and equipment as identified in Exhibit A hereof (the "Services"), located on the campuses described in Exhibit A hereof (the "Site") in accordance with the terms and conditions set forth below. Therefore, in consideration of the promises and undertakings set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Provider and Customer (each a "Party" and together, the "Parties"), intending to be legally bound, hereby agree as follows:

1. **Term.** The Term of this Agreement shall commence upon the Effective Date, and shall continue through the specified Exhibit A attached hereto (the "Term"), unless sooner terminated in accordance with the provisions hereof.

2. **Services.** Throughout the Term, Provider shall perform and provide all the services and provide all equipment reflected in Exhibit A, which is fully incorporated herein, and as otherwise set forth herein.

(a) **Coordination and Related Costs.** Provider is responsible for managing the relationship of agreements with the municipality, utilities and others on the use of right-of-way and all items pertaining to the design and installation of the Wide Area Network. The Provider shall be responsible for all costs associated with entering into a support structure agreement with the pole or duct owner, including, but not limited to, all upfront insurance, liability, make ready, records and drawings required by the support structure owner. The Provider shall be responsible for all costs associated with entering into a MAA (municipal access agreement) for deploying the network onto a public right-of-way, including, but not limited to, all upfront insurance, liability, records and drawings required by the municipality. The Provider shall be responsible for payment and administration of all annual right-of-way charges and annual maintenance charges to all appropriate parties. The Provider shall be responsible to coordinate all one-call damage repair service.

(b) **Transactional Services.** In addition to the Subscription Services, Provider may, throughout the Term, provide services not included in the Services on a transactional basis, pursuant only to a written agreement between the Parties for such Transactional Services. In the event Customer requests that Provider provide Transactional Services or Provider recommends that Transactional Services be provided in connection with the Services, Provider and Customer shall discuss the scope of such Transactional Services and Customer shall execute a purchase order for such Transactional Services. Other than in the event of an Emergency, as described herein, Provider shall have no obligation to perform Transactional Services hereunder until a purchase order with respect thereto shall have been executed by Customer, in accordance with any delegation of contracting authority granted by the Board and approval by the Customer's governing Board, as required.

(c) **Emergency.** If Provider or Customer learn of an event occurring at the Site or any adjoining property that poses actual or imminent risk of serious personal injury to any person or material physical damage to the Services or to the interconnection facilities (an "Emergency"), each Party shall immediately notify the other Party thereof and Customer and Provider shall jointly attempt to formulate a response. Provider may, in the good faith determination of Provider, take immediate preventative or remedial action as may be necessary to ensure the (i) continued operation of the Services and (ii) safety of personnel and property at the Site. All such remedial or preventative actions shall be deemed Transactional Services approved hereunder and Customer shall issue a purchase order for such Transactional Services as soon as practicable. In any event that such Emergency results in any part from the breach of any obligation by, or negligent conduct or willful misconduct of Provider or any of its employees, agents or subcontractors, no charge shall be due or owing from Customer for such remedial or preventative actions.

(d) **Authority.** This Agreement shall be governed by California Education Code 81645 which states:

"The governing board of any community college district may contract with a party who has submitted one of the three lowest responsible competitive proposals or competitive bids, for the acquisition, procurement, or maintenance of electronic data processing systems and equipment, electronic telecommunications

equipment, supporting software, and related materials, goods, and services, in accordance with procedures, and criteria established by the governing board.”

3. **Commencement of Services.** Provider is to commence provision of Services upon notice from Provider to Customer, which notice shall be delivered not later than February 8, 2013 (the “Commencement Date”).

(a) The Commencement Date is subject to extension only for the following circumstances, when such circumstances cannot be prevented, avoided or mitigated by commercially reasonable action of Provider, and only to the extent such circumstances reasonably require extension despite Provider taking all commercially reasonable action to prevent, avoid or mitigate such circumstances, which Provider is required to and shall do:

(1) Abnormal delays in permitting and/or other actions required of third parties (“Permitting”) with lawful jurisdiction over the Services and related Work, with are in no way, in whole or in part, arising from, related to or pertaining to any fault of Provider or failure of Provider to act in a commercially reasonable manner to secure required Permitting;

(2) Unforeseen physical conditions existing on Customer’s property, the existence of which is unknown to Provider and could not reasonably be known to Provider based on the information provided by Customer, ascertainable from the site visit conducted during the Request for Proposals process conducted by Customer, or reasonably available to Provider through commercially reasonable means commonly employed by firms providing the same or similar services and related work in the region; and,

(3) Force Majeure, as defined herein.

(b) The Commencement Date is applicable per Connection (as defined in Exhibit A). Any extension of the Commencement Date under section 3(a) shall be limited to those Connection(s) directly affected by the basis for extension, to the extent each affected Connection is impacted in accordance with section 3(a).

4. **Compensation.**

(a) The complete Services Fee to be paid by Customer to Provider through the Initial Term shall be EIGHT HUNDRED EIGHTY THOUSAND DOLLARS (\$880,000).

(1) An initial payment in the amount of FORTY THOUSAND DOLLARS (\$40,000) shall be payable within thirty (30) days of the Effective Date.

(2) The remaining payments shall be payable on a quarterly basis throughout the Initial Term, on a pro-rated basis per quarter, per Connection (as defined in Exhibit A). The Initial Term pro-rated Services fee per quarter, per Connection shall be FIVE THOUSAND TWO HUNDRED FIFTY DOLLARS (\$5,250).

(b) An additional Services Fee to be paid by Customer to Provider through any Extension Term shall be FOUR HUNDRED EIGHTY THOUSAND DOLLARS (\$480,000). The Services Fee for any Extension Term shall be payable on a quarterly basis throughout the Extension Term, on a pro-rated basis per quarter, per Connection (as defined in Exhibit A). The Extension Term pro-rated Services fee per quarter, per Connection shall be THREE THOUSAND DOLLARS (\$3,000.00).

(c) Invoices are sent quarterly, from the Commencement of Services, in advance unless otherwise agreed to in writing by Provider. Customer agrees to pay all undisputed charges for the Service within thirty (30) days of receipt of the invoice without counterclaim, set-off or deduction. A late charge shall be added to Customer’s past due balance of the lesser of 1.5% per month or the maximum legal rate.

5. **Taxes.** Provider shall be solely liable for payment of any and all excise, sales, use or other governmental taxes or fees imposed by any governmental authority in connection with the Services performed hereunder as applicable at the Commencement Date, for which payments Provider shall invoice Customer separately. Provider shall not be responsible for any ad valorem taxes imposed in connection with the Services performed hereunder.

6. Termination.

(a) **Termination for Cause.** If either Party hereunder defaults in the performance of any obligation hereunder and said default is not cured within 30 days after written notice thereof, the non-defaulting Party may terminate this Agreement for cause upon thirty (30) days written notice; provided, that if the default cannot reasonably be remedied within such 30 day period and the defaulting Party exercises diligent efforts to cure such default, the defaulting Party shall be afforded additional time to cure such default as may be reasonably required.

(b) **Service Use, Interruption, and Credits.** Customer's use of Services or Provider's Network may only be for lawful purposes. Transmission of any material in violation of any law, regulation is strictly prohibited. Access to other networks connected to Provider's Network must first be approved in writing by Provider which shall not unreasonably delay or deny such an approval. Fiber strands and any other capacity to provide the Services provided by Provider to Customer may not be resold to other users. Customer may assign its fiber in writing to others upon the expressed written consent of Provider and subject to a credit evaluation of the assignee whereupon Provider shall determine the ability of the assignee to adhere to these terms and conditions of this Agreement.

(1) Provider's obligations and Customer's exclusive remedies for failure of the Services include adherence to a two (2) hour response time upon notice of a problem, and a subsequent four (4) hour back in service threshold upon arriving to restore the service and are subject to any Force Majeure conditions that may exist outside of Provider's control.

(2) Customer credits for any Service interruption(s) shall accrue after the initial response and restoral time thresholds have passed. The Services must be break free with six (6) or less hours of unplanned disruption per year for each Connection within the total network unless caused by a Force Majeure event. This includes loss of signal for any reason relating to the light passing ability of the fiber on Provider's network between the connectors at points of demarcation. In the event of any unplanned light loss over six (6) hours per year, except in the event of occurrences of Force Majeure events, Customer shall be credited the pro rate portion of the monthly Services Fee per 15 minute increment of interruption, per Connection. This credit shall accrue on each interruption, per Connection, occurring in a given calendar month. This credit shall be limited to the monthly Service Fee, per Connection, per calendar month. In the case of any Force Majeure event, Provider shall continue to take all commercially reasonable actions to maintain and restore the Service on each Connection to the extent possible. In any event that interruption occurs to any Connection, other than due to an occurrence of Force Majeure, in excess of six (6) hours of unplanned disruption per year, Customer may terminate the Service on that Connection at its sole discretion, immediately upon written notice to Provider, without penalty or further liability to Provider for Service Fees with regard to that Connection.

(c) **Consequences of Termination.** Termination of this Agreement shall not affect any rights or obligations between the Parties accruing prior to the date of such termination or which expressly or by implication are intended to survive termination. If either Party terminates this Agreement in its entirety or per Connection pursuant to this Section 6, Customer shall pay Provider for all Transactional Services performed by Provider prior to the effective date of such termination, and Provider shall return to Customer the proportionate share of the Services Fee paid by Customer for the portion of the Term remaining, excluding any Termination Fee(s) owed following the effective date of such termination.

7. Manner of Provider's Performance.

(a) In performing and providing the Services, Provider shall use its commercially reasonable efforts to (b) provide all Services requiring licensure of any kind under the appropriate license, or through others holding the appropriate license, in good standing (c) comply with all applicable federal, state and local laws, ordinances, orders, rules and regulations, including, without limitation, obtaining and maintaining all requisite permits and licenses pertaining to the Services and (d) take all reasonable measures to avoid injury to any person or property and to minimize interference with Customer's activities at the Site.

(e) All persons employed, contracted or otherwise utilized by Provider in performing or providing the Services shall be fully qualified and skilled in their trade, and appropriately licensed as required by law. Provider shall at all times enforce strict discipline and good order among Provider's employees, its subcontractors, consultants, and all

other invitees to the Site and shall not employ or allow the employment on the Services of any unfit person or anyone not skilled in the Work assigned to Provider.

8. **Access to Site.** On each date of Service with respect to any Customer Site and for so long as any Services are provided by Provider hereunder, Customer shall enable Provider or any of its subcontractors or agents to gain substantially free and unobstructed access to the Site as reasonably necessary to, and for the sole purpose of performing the Services hereunder and shall keep the Site free and clear from any encumbrances, obstructions or hazardous materials. In any event that Provider requires access to the Site, it shall coordinate such access with Customer, and shall give Customer not less than seventy-two (72) hours prior notice of the need for access to the Site. If for any reason, but for cases of an Emergency under Section 2, the Customer is unable to provide the required access to Provider at the time and date requested, the Parties shall determine a mutually acceptable date and time for such access.

9. **Fingerprinting of Employees.** It is not contemplated at the time of execution of this Agreement that Provider or its employees will have contact with students during the provision of services under this Agreement. If, at a future time, Provider will have contact with any pupils, Provider shall comply with the provisions of Education Code section 45125.1 regarding the submission of employee fingerprints to the California Department of Justice and the completion of criminal background investigations of its employees. Provider shall not permit any employee to have any contact with Customer pupils until such time as the Provider has verified in writing to the governing board of the Customer that the employee has not been convicted of a felony, as defined in Education Code section 45122.1. Provider's responsibility shall extend to all employees, subcontractors, agents, and employees or agents of subcontractors regardless of whether those individuals are paid or unpaid, concurrently employed by the Customer, or acting as independent contractors of the Provider. Verification of compliance with this section and the Criminal Background Investigation Certification that may be required with this Agreement, shall be provided in writing to the Customer prior to each individual's commencement of employment or performing any portion of the Services and prior to permitting contact with any student.

10. **Warranty.**

(a) **Service Warranty.** Provider warrants throughout the Term and any successive extensions, for a period of one year from the date of performance of any specific Service hereunder (the "Warranty Period"), that such Services shall be performed in a good and workmanlike manner in accordance with industry practices generally acceptable in the location in which such Services are provided and all requirements of law and that the Services shall be maintained in good working condition (the "Service Warranty"). All costs for the repair, removal, replacement and reinstallation of all equipment and materials necessary in order to perform such work shall be the responsibility of Provider.

(b) **Exclusive and Limited Remedies.** If Provider is notified of a defect covered by the Service Warranty within the Warranty Period, Provider shall, at its option and its sole cost and expense, either repair, replace or re-perform any such non-conforming services, to the full extent necessary to cure the defective Services or results thereof. In addition to and cumulative with the credit to Customer described in Section 6, above, such repair, replacement and/or re-performance constitutes Customer's sole and exclusive remedy for any breach of the Services Warranty, and shall not extend the Warranty Period. The exclusions and limited remedies set forth above shall not apply if Provider does not cure any non-conforming Services within a commercially reasonable time.

11. **Indemnification.**

(a) Provider agrees to and does hereby defend, indemnify and hold harmless Customer, the State of California and their officers, employees, agents and independent contractors (the "Indemnified Parties") from every claim or demand made, and every liability, loss, damage, expense or attorneys fees of any nature whatsoever, which may be incurred by reason of:

(1) Liability for: (1) death or bodily injury to persons; (2) damage or injury to, loss (including theft), or loss of use of, any property; (3) any failure or alleged failure to comply with any provision of law, this Agreement or any covenant, condition or term incorporated herein; or (4) any other loss, damage or expense, sustained by any person, firm or entity arising from any act, omission or breach of Provider or any person, firm or corporation employed by, under contract with, or acting on behalf of Provider, arising out of

or in any way connected with the Services pursuant to this Agreement or any covenant, condition or term incorporated herein, whether said injury or damage occurs either on or off Customer property, except for liability resulting from the sole or active negligence, or the willful misconduct of the Indemnified Parties; and

(2) Any dispute between Provider and Provider's subcontractors or suppliers, including, but not limited to, any failure or alleged failure of the Provider (or any person hired or employed directly or indirectly by the Provider) to pay any subcontractor or material supplier of any tier or any other person employed in connection with the Services and/or filing of any stop notice or mechanic's lien claims.

(3) Provider, at its own expense, cost, and risk, shall defend any and all claims, actions, suits, or other proceedings that may be brought or instituted against the Customer, its officers, agents or employees, on account of or founded upon any cause, damage, or injury identified in this Section and shall pay or satisfy any judgment that may be rendered against the Customer, its officers, agents or employees in any action, suit or other proceedings as a result thereof.

(b) Upon termination, Provider shall provide the Customer with all documents produced maintained or collected by Provider pursuant to this Agreement, whether or not such documents are final or draft documents.

12. **Insurance.**

(a) Provider shall obtain and maintain throughout the Term, at its sole cost and expense, the following insurance coverages:

Commercial General Liability Insurance to include products and completed operations, contractual, independents, broad form property damage, fire legal, and personal injury with a combined single limit of \$1,000,000 per occurrence for bodily injury, personal injury and property damage.

Comprehensive Automobile Liability Insurance to include all autos owned, non-owned, and hired with a combined single limit of \$1,000,000 per occurrence for bodily injury, personal injury and property damage.

Workers' Compensation insurance as required by the Labor Code of the State of California and Employers' Liability insurance limits of \$1,000,000 per accident.

Insurance Covering Special Hazards: The following special hazards shall be covered by rider or riders to above mentioned commercial general liability insurance or property damage insurance policy or policies of insurance, or by special policies of insurance in amounts as follows:

Material hoist where used in amounts as above

(b) The Customer, its representatives, consultants, trustees, officers, officials, employees, agents, and volunteers ("Additional Insureds") are to be covered as additional insureds under each of the required policies of insurance. The coverage may not contain any limitations on the scope of protection afforded to the Additional Insureds. The additional insured endorsement shall be an ISO CG 20 10 (11/85), or an ISO CG 20 10 (10/93 or 07/04) and ISO CG 20 37 (10/93 or 07/04) or their equivalent as determined by the Customer in its sole discretion.

(c) Customer shall be responsible for purchasing and maintaining the Customer's usual liability insurance. Additionally, Customer shall, during the Term, carry and maintain, or cause to be carried and maintained, at its own expense, "All Risk" property insurance coverage for the Services against the risk of physical loss or damage, including mechanical and electrical breakdown coverage during the term of this Agreement, subject to normal policy exclusions, but including, however, coverage for resultant loss or damage arising from faulty materials, workmanship, service or design that limits the non-covered costs to those costs incurred to improve the original materials, workmanship or design.

13. **Claims.**

(a) If Provider shall claim compensation for any reason, including, without limitation, changes to the Services, extensions of time, and/or damages sustained by Provider for which it may seek recovery from Customer ("Claim"), Provider shall, within fifteen (15) calendar days after the first occurrence giving rise to the Claim, make and deliver to the Customer a written statement of the amount of the Claim, the first occurrence giving rise the Claim, and description of the occurrences, events and bases for the Claim ("Notice of Claim"). Provider shall file with the Customer an itemized statement of all details and the amount of the Claim within thirty (30) calendar days of delivery to Customer of the Notice of Claim.

(b) Unless the Notice of Claim shall be made as required, Provider's claim for compensation shall be forfeited and invalidated and it shall not be entitled to consideration for payment on account of any such damage. Provider expressly acknowledges and agrees that this provision shall not be waived or otherwise modified by any communication not rendered to the Provider in writing by the Customer, and that this is a reasonable notice provision pursuant to Government Code Section 930.2. Nothing in the claims procedures set forth in this Agreement shall act to waive or relieve the Provider from meeting the requirements set forth in Government Code Section 900 et seq.

14. **Prevailing Wage Law.** All work involving installation and/or construction undertaken by Provider in connection with this Agreement ("Work") is subject to the California Prevailing Wage Law. Provider shall be responsible for complying with the requirements of this legal structure, as set forth herein.

(a) **Wages.** Pursuant to the provisions of Article 2 (commencing at Section 1770), Chapter 1, Part 7, Division 2 of the Labor Code of California, the governing body of Customer has ascertained the general prevailing rate of per diem wages in the locality in which this public work is to be performed for each craft, classification, or type of workmen needed to execute the Agreement.

(1) Per Diem wages shall be deemed to include employer payments for health and welfare, pension, vacation, travel time and subsistence pay as provided in Labor Code § 1773.1 apprenticeship or other training programs authorized by Labor Code § 3093, and similar purposes when the term "per diem wages" is used herein.

(2) Each worker needed to execute the Work must be paid travel and subsistence payments as defined in the applicable collective bargaining agreements in accordance with Labor Code § 1773.1.

(3) Holiday and overtime work when permitted by law shall be paid for at a rate of at least one and one-half times the above specified rate of per diem wages, unless otherwise specified.

(4) Each worker of Provider and any of its subcontractors engaged in work on the System shall be paid not less than the prevailing wage rate, regardless of any contractual relationship which may be alleged to exist between Provider or any subcontractors and such workers.

(5) Provider shall, as a penalty to the Customer, forfeit an amount as determined by the Labor Commissioner pursuant to Labor Code § 1775 for each calendar day, or portion thereof, for each worker paid less than the prevailing rate as determined by the director for such work or craft in which such worker is employed for any public work done under the contract by him or by any subcontractor under him. The difference between such prevailing wage rate and the amount paid to each worker for each calendar day or portion thereof, for which each worker was paid less than the prevailing wage rate, shall be paid to each worker by Provider.

(6) Copies of the determined prevailing wage rates are on file and available upon request at the Customer's office. Customer shall provide Provider with current prevailing wage rates, in writing. Provider shall post, at an appropriate conspicuous point on the Site, a schedule showing all determined general prevailing wage rates.

(7) Any worker employed to perform work on the System which is not covered by any classification available in the Customer office, shall be paid not less than the minimum rate of wages specified for the classification which most nearly corresponds with work to be performed by him, and that minimum wage rate shall be retroactive to the time of initial employment of the person in the classification.

(b) Record Of Wages Paid: Inspection. Pursuant to Labor Code § 1776, Provider stipulates to the following:

(1) Provider and each subcontractor shall keep an accurate payroll record, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with the Services. Such records shall be on forms provided by the Division of Labor Standards Enforcement or shall contain the same information of such forms. The payroll records may consist of payroll data that are maintained as computer records, if printouts contain the same information as the forms provided by the division and the printouts are verified as specified in subdivision (a) of Labor Code § 1776.

(2) The payroll records enumerated under subdivision (a) shall be certified and shall be available for inspection at all reasonable hours at the principal office of Provider on the following basis:

(3) A certified copy of an employee's payroll record shall be made available for inspection or furnished to such employee or his or her authorized representative.

(4) A certified copy of all payroll records enumerated in subdivision (a) shall be made available for inspection or furnished to a representative of the Customer, and to the Division of Labor Standards Enforcement, and Division of Apprenticeship Standards of the Department of Industrial Relations.

(5) A certified copy of all payroll records enumerated in subdivision (a) shall be made available to the public for inspection or copies thereof. However, a request by the public shall be made through either the Customer, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement. If the requested payroll records have not been provided pursuant to the above, the requesting party shall, prior to being provided the records, reimburse the costs of preparation by Provider, subcontractors, and the entity through which the request was made. The public shall not be given access to such records at the principal office of Provider.

(6) Provider shall file a certified copy of the records enumerated in subdivision (a) with the entity that requested such records within ten (10) days after receipt of the written request.

(7) Any copy of records made available for inspection as copies and furnished upon request to the public or any public agency, by the Customer, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement shall be marked or obliterated in such a manner as to prevent disclosure of an individual's name, address and social security number. The name and address of Provider awarded the contract or performing the contract shall not be marked or obliterated. Any copy of records made available for inspection by, or furnished to, a joint labor-management committee established pursuant to the federal Labor Management Cooperation Act of 1978 (Section 175a of Title 29 of the United States Code) shall be marked or obliterated only to prevent disclosure of an individual's name and social security number. Notwithstanding any other provision of law, agencies that are included in the Joint Enforcement Strike Force on the Underground Economy established pursuant to Section 329 of the Unemployment Insurance Code and other law enforcement agencies investigating violations of law shall, upon request, be provided non-redacted copies of certified payroll records.

(8) Provider shall inform the Customer of the location of the records enumerated under subdivision (a), including the street address, city, and county, and shall, within five (5) working days, provide a notice of a change of location and address.

(9) In the event of noncompliance with the requirements of this Section, Provider shall have ten (10) days in which to comply subsequent to receipt of written notice specifying in what respects Provider must comply with this Section. Should noncompliance still be evident after such 10-day period, Provider shall pay a penalty of ONE HUNDRED (\$100.00) to the Customer for each calendar day, or portion thereof, for each worker, until strict compliance is effectuated. Upon the request of the Division of Apprenticeship Standards or the Division of Labor Standards Enforcement, such penalties shall be withheld from the progress payment then due.

(10) The responsibility for compliance with this Section shall rest upon Provider.

(c) Hours Of Work.

(1) As provided in Article 3 (commencing at Section 1810), Chapter 1, Part 7, Division 2 of the Labor Code, Provider stipulates that eight (8) hours of labor shall constitute a legal day's work. The time of service of any worker employed at any time by Provider or by the Work or upon any part of the Work contemplated by this Agreement is limited and restricted to eight (8) hours during any one calendar day and forty (40) hours during any one calendar week, except as hereinafter provided. Notwithstanding the provisions hereinabove set forth, work performed by employees of Providers in excess of eight (8) hours per day and forty (40) hours during any one week upon this public work shall be permitted compensation of all hours worked in excess of eight (8) hours per day at not less than one and one-half times the basic rate of pay.

(2) Provider shall pay to the District a penalty of TWENTY-FIVE DOLLARS (\$25.00) for each worker employed in the execution of these Contract Documents by Provider or by any subcontractor for each calendar day during which such workman is required or permitted to work more than eight (8) hours in any calendar day and forty (40) hours in any one calendar week in violation of the provisions of Article 3 (commencing at Section 1810), Chapter 1, Part 7, Division 2 of the Labor Code, unless compensation to the worker so employed by Provider is not less than one and one-half (1-1/2) times the basic rate of pay for all hours worked in excess of eight (8) hours per day.

(3) Any work necessary to be performed after regular working hours, or on Sundays or other holidays shall be performed without additional expense to District, unless otherwise agreed to by the Parties.

(4) Construction work under the Contract Documents shall be accomplished on a schedule consistent with the normal and reasonable practices of Provider and in compliance with applicable ordinances.

(d) Apprentices.

(1) All apprentices employed by Provider to perform Services under the Contract Documents shall be paid the standard wage paid to apprentices under the regulation of the craft or trade at which that apprentice is employed, and shall be employed only at the work of the craft or trade in which that apprentice is registered. Only apprentices, as defined in Labor Code § 3077, who are in training under apprenticeship standards and written apprenticeship agreements under Chapter 4 (commencing at Section 3070), Division 3 of the Labor Code, are eligible to be employed under the Contract Documents. The employment and training of each apprentice shall be in accordance with the provisions of the apprenticeship standards and apprenticeship agreements under which that apprentice is training.

(2) When Provider to whom the Work under the Contract Documents is awarded by the District or any subcontractor under Provider, in performing any of the Work under the Contract Documents, employs workers in any apprenticeable craft or trade, Provider and subcontractor shall apply to the joint apprenticeship committee administering the apprenticeship standards of the craft or trade in the area of the Site of the public work, for a certificate approving Provider or subcontractor under the apprenticeship standards for the employment and training of apprentices in the area or industry affected. However, approval as established by the joint apprenticeship committee or committees shall be subject to the approval of the Administrator of Apprenticeship. Provider or subcontractors shall not be required to submit

individual applications for approval to local joint apprenticeship committees provided they are already covered by the local apprenticeship standards. The ratio of work performed by apprentices to journeymen, who shall be employed in the craft or trade on the public work, may be the ratio stipulated in the apprenticeship standards under which the joint apprenticeship committee operates, but in no case shall the ratio be less than one hour of apprentice work for each five (5) hours of labor performed by a journeyman, except as otherwise provided in Section 1777.5 of the Labor Code. However, the minimum ratio for the land surveyor classification shall not be less than one apprentice for each five journeymen.

(3) "Apprenticeable craft or trade" as used in Labor Code § 1777.5 and this Section, means a craft or trade determined as an apprenticeable occupation in accordance with rules and regulations prescribed by the Apprenticeship Council.

(4) Provider, or any subcontractor which, in performing any of the Work under this Agreement, employs journeymen or apprentices in any apprenticeable craft or trade and which is not contributing to a fund or funds to administer and conduct the apprenticeship programming of any craft or trade in the area of the Site of the public work, to which fund or funds other Providers in the area of the Site of the public work are contributing, shall contribute to the fund or funds in each craft or trade in which that Provider employs journeymen or apprentices on the public work in the same amount or upon the same basis and in the same manner as other Providers do, but where the trust fund administrators are unable to accept the funds, Providers not signatory to the trust agreement shall pay like amount to the California Apprenticeship Council. Provider or subcontractor may add the amount of such contributions in computing their bid for the contract. The Division of Labor Standards Enforcement is authorized to enforce the payment of the contributions to the fund or funds as set forth in Labor Code § 227.

(5) The responsibility of compliance with Labor Code § 1777.5 and this Section for all apprenticeable occupations is with Provider.

(6) The interpretation and enforcement of Sections 1777.5 and 1777.7 of the Labor Code shall be in accordance with the rules and procedures of the California Apprenticeship Council.

15. **Time is of the Essence.** Time is of the essence for all obligations of Provider under this Agreement.

16. **Assignment; Successors and Assigns.** Each Party's rights, duties and obligations under this Agreement shall not be assigned without the prior written consent of the other Party; provided, however, that Provider may assign this Agreement to its parent company or other subsidiaries of its parent company without the prior written consent of Customer. Notwithstanding anything to the contrary herein, Provider may delegate its duties hereunder to its subcontractors, provided that Provider shall continue to be primarily responsible for all of its obligations hereunder. No assignment of this Agreement shall operate to limit or relieve Provider of any obligation or liability arising under or related to any other agreement.

17. **Notices.** All notices, demands and consents provided for in this Agreement shall be in writing and shall be given to Customer or Provider at the address set forth in Exhibit A, or at such other address and/or to the attention of such other person as they individually may specify thereafter in writing. Such notice or other communication shall be: (a) mailed by United States registered or certified mail, return receipt requested, postage prepaid and deposited in a United States Post Office or a depository for the receipt of mail regularly maintained by the Post Office and be deemed given on the third (3rd) business day following such deposit; (b) sent by reputable overnight carrier (e.g., Federal Express, UPS, DHL, Purolator) and be deemed given when delivered to such carrier; (c) sent by facsimile and be deemed given on the date sent; or (d) delivered by hand and be deemed given on the date delivered.

18. **Force Majeure.** Other than with respect to failure to make payments due under this Agreement, neither Party shall be liable under this Agreement for delays, failures to perform, damages, losses or destruction, or malfunction of any equipment, or any consequence thereof, caused by, or due to Force Majeure. As used herein, the term "Force Majeure" shall mean those events beyond the control of the Party, as described in Civil Code Section 1511, including, without limitation, fire, earthquake, wind, flood, water, the elements, acts of God, third party labor disputes, utility curtailments, power failures, explosions, civil disturbances, vandalism, governmental actions, shortages of equipment or supplies, unavailability of transportation or acts or omissions of third parties, to the extent

such events do are not caused or contributed to by the conduct of the respective Party. If the performance of Services by Provider is delayed due to inclement weather or other cause or circumstance beyond Provider's control, Provider shall be excused from the delay in its performance of the Services; however, such performance shall be rescheduled to the next earliest commercially reasonable date.

19. **Amendments.** Except as otherwise herein provided, any and all amendments, additions or deletions to this Agreement shall be null and void unless approved by each of the Parties hereto in writing, in accordance with any delegation of contracting authority granted by the Board and approval by the Customer's governing Board, as required.

20. **Complete Agreement.** This Agreement, including each of the required forms listed below, as provided which must be used in the form provided by Customer, constitutes the entire agreement between Customer and Provider as to the matters set forth herein, and any and all previous agreements (written or oral) entered into between the Parties hereto with respect to the matters set forth herein shall be deemed merged herewith. In the event of a conflict between the terms of this Agreement and any exhibit attached hereto, the terms of this Agreement shall control. Nothing herein shall operate to limit or relieve Provider of any obligation or liability arising under or related to any other written agreement between the Parties, or result in merger of this Agreement therewith. The required forms are:

Drug-Free Workplace	Workers' Compensation
Tobacco Free Workplace	W9 Form
No Asbestos Containing Materials	

21. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which together shall comprise but a single instrument.

22. **Severability.** If any provisions of this Agreement shall be found to be invalid or unenforceable to any extent, the remainder of this Agreement shall not be affected thereby and this Agreement shall be enforced to the greatest extent permitted by law.

23. **Independent Contractor.** Provider shall perform the Services hereunder as an independent contractor and not as an agent or employee of Customer, its parent, subsidiaries or affiliates.

24. **Law and Venue.** This Agreement shall be governed in all respects by and construed in accordance with the laws of the State of California without regard to conflicts of law provisions that would mandate that application of the laws of another jurisdiction. Any litigation between the parties shall be conducted exclusively in the state or federal courts in the State of California, and each Party hereby unconditionally submits to the exclusive jurisdiction of such courts. All disputes under or related to this Agreement shall be filed and heard in the jurisdiction in which the Site is located.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed.

CUSTOMER

PROVIDER

By: _____
Signature

By: _____
Signature

Peter J. Hardash
Print Name

Print Name

Vice Chancellor
Business Operations/Fiscal Services
Title

Title

Tax ID/Social Security No.

(CORPORATE SEAL OF PROVIDER)

Exhibit A

<p>1. Site Locations:</p>	<p>A. Santa Ana College (SAC) 1530 West 17th Street Santa Ana, CA 92706</p> <p>B. Santiago Canyon College (SCC) 8045 East Chapman Avenue Orange, CA 92869</p> <p>C. Customer Operations Center (DOC) 2323 North Broadway Santa Ana, CA 92706</p> <p>D. Orange Education Center (OEC) 1465 North Batavia Street Orange, CA 92867</p> <p>E. Digital Media Center (DMC) 1300 South Bristol Street Santa Ana, CA 92704</p> <p>F. Centennial Education Center (CEC) 2900 West Edinger Ave. Santa Ana, CA 92704</p> <p>G. OC Sheriff's Regional Training Academy (CJTC) 15991 Armstrong Avenue Tustin, CA 92782</p> <p>(Site Maps Attached hereto.)</p>
<p>2. Description of Services:</p>	<p>A. Provide for the transmission using a pair of carrier grade single Mode fiber. 9/125 Micron OS1B1.1 or G.652, attenuation at 1310/1550nm for 0.40/0.25 dB/Km for the following connections ("Connections"):</p> <ul style="list-style-type: none">a. SAC to DOCb. SAC to CECc. SAC to OECd. SCC to DOCe. SCC to OECf. DMC to CECg. DMC to DOCh. DMC to CJTC <p>B. Transmit not less than 100Gbit Ethernet over the distance of the fiber using standard LR or ER optics (for 10Gbit Ethernet). The fiber will terminate using Duplex SC connectors and the Provider</p>

	<p>supplied patch panel at each site.</p> <p>C. Seamlessly extend the Customer's local area network to all of the above locations in the Customer's network.</p> <p>D. Provide detail point to point testing results of all fiber strands using a High resolution OTDR devise. Testing shall be completed per ANSI/EIA/TIA-526 testing methods and the latest updates for single mode fiber. Tracing printouts noting the appropriate optical fiber and buffer tube color designation shall be mounted on separate pages and bound into a three ring notebook.</p> <p>E. Provide physical transport only and allow the Customer to specify and control all quality of service, acceptable use, and class of service parameters for the network.</p> <p>F. Provider shall be solely responsible for providing all materials, equipment, goods, services and improvements necessary to establish and provide the Services in accordance with the Agreement, including, without limitation:</p> <ul style="list-style-type: none"> a. Cable Infrastructure b. Service Entrances c. Demarcation Extension d. Termination Panels <p>G. The system shall utilize a network of trunk and lateral cables. Cables and terminations shall be provided as necessary to provide the service. All cable and terminations shall be identified at all Customer locations. All cables shall be terminated in an alphanumeric sequence at all termination locations according to the drawings. All cable, terminations and testing shall comply with industry standards. All cables shall terminate on Provider supplied rack mounted patch panels.</p> <p>H. Fiber cable installation shall meet the latest ANSI/EIA/TIA and BISCII installation methods.</p> <p>I. The Customer shall allow the use of existing conduit on the Customer's property used to provide the existing telecommunications services. The Customer shall provide each Service Provider access to the Customer's property as reasonably necessary to investigate existing conditions that may affect the Proposals. The Customer shall provide all information it has on existing conditions that may affect the Proposals; however, the Customer will include in any contract awarded a disclaimer of warranty of such information, which shall be provided as-is, without further investigation or confirmation by the Customer as to the accuracy of the information in its possession, custody or control.</p> <p>J. In addition to the foregoing, Provider shall provide all deliverables and fulfill all obligations proposed in its Proposal dated October 8, 2012 which are in addition and complimentary to this Agreement. In no way shall the Proposal modify any obligation, term, covenant or condition set forth or incorporated in the Agreement; and, every provisions, element, proposal, obligation, term, covenant or condition set forth in the Proposal which conflicts in any way or</p>
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	<p>degree with the Agreement is null, void and of no effect.</p>
<p>4. Term:</p>	<p>A. The Initial Term of this Agreement shall begin with the Effective Date, and shall continue for five (5) years from the Commencement Date.</p> <p>B. At its sole and complete discretion, Customer may opt to extend this Agreement, and all obligations, terms, covenants and conditions hereunder, for an additional five (5) year period from the end of the Initial Term. Such extension shall be automatic, unless Customer shall have given written notice to Provider not less than ninety (90) days prior to the end of the Initial Term indicating that Customer waives this extension.</p>
<p>5. Notice</p>	<p>If to Customer:</p> <p>Rancho Santiago Community College Purchasing Department 2323 N. Broadway, Suite 109 Santa Ana, CA 92706</p> <p>If to Provider:</p> <p>Freedom Telecommunications, Inc. 4505 Glencoe Avenue Marina del Rey, CA 90292</p>

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES**

To: Board of Trustees	Date: November 13, 2012
Re: Approval of CMAS (California Multiple Award Schedule) Contract #4-01-51-0001D to IDSC Holdings LLC	
Action: Request for Approval	

BACKGROUND

In an ongoing effort to improve instruction and provide students with a competitive advantage for job placement, the Santa Ana College Automotive Program has now become a Snap-on Certified Training Center. Automotive faculty have taken courses to become certified trainers in the use of Snap-on diagnostic equipment and tools. Students are now able to receive nationally recognized certification in the use of some of the best diagnostic equipment and tools in the automotive industry. The Snap-on certification along with the Automotive Program's NATEF (National Automotive Technician's Education Foundation), ASE (Automotive Service Excellence) and AYES (Automotive Youth Educational Systems) member designations, open the door for students to receive internships and high-wage jobs. The SAC certification program is in need of additional Snap-on diagnostic equipment and tools. In order to procure Snap-on products, a CMAS contract was located.

ANALYSIS

Utilization of Contract #4-01-51-0001D will allow the District to purchase the equipment as well as future Snap-on products on an as-needed basis. Attached is an excerpt and price quote associated with the contract. The complete contract and product information is available in the Purchasing Department. This contract is approved by the State of California, Department of General Services and meets all legal requirements. CMAS pricing mirrors General Services Administration (GSA) Contract #GS-GS-06F-0006L and provides discounts up to 48% off net prices. This contract is good through April 30, 2016.

RECOMMENDATION

It is recommended that the Board of Trustees approve the District's participation in CMAS Contract #4-01-51-0001D to IDSC Holdings LLC (formerly IDSC Holdings Inc., Snap-on Industrial Division/Snap-on Tools Company) through January 31, 2016 and any future supplements, modifications, renewals and extensions as presented.

Fiscal Impact: \$58,230.14	Board Date: November 13, 2012
Prepared by: Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by: Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

msc/11-13-12 Board

State of California
MULTIPLE AWARD SCHEDULE
IDSC Holdings LLC
(formerly IDSC Holdings, Inc., Snap-On Industries)

CONTRACT NUMBER:	4-01-51-0001D
SUPPLEMENT NO.:	3
CMAS CONTRACT TERM:	6/14/2011 through April 30, 2016
CONTRACT CATEGORY:	Non Information Technology Goods
APPLICABLE TERMS & CONDITIONS:	August 2010
MAXIMUM ORDER LIMIT:	\$100,000
FOR USE BY:	State & Local Government Agencies
BASE GSA SCHEDULE NO.:	GS-06F-0006L
BASE SCHEDULE HOLDER:	Snap-On

This contract provides for the purchase and warranty of tools and assorted tool accessories. (See page 2 for the specific brands, labor categories, and restrictions applicable to this contract.)

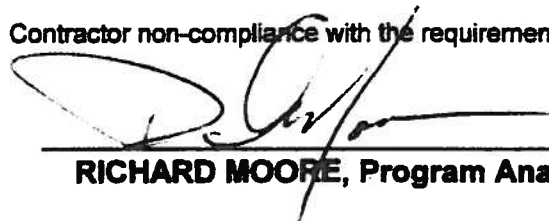
NOTICE: Products and/or services on this CMAS contract may be available on a Mandatory Statewide Contract (formerly Strategically Sourced Contract). If this is the case, the use of this CMAS contract is restricted unless the State agency has an approved exemption pursuant to MM 05-11, and as further explained in the Statewide Contract User Instructions. Information regarding Statewide Contracts can be obtained at the website: <http://www.documents.dgs.ca.gov/pd/contracts/contractindexlisting.htm>. This requirement is not applicable to local government entities.

The purpose of this supplement is to

1. Change the vendors name *from* IDSC Holdings, Inc. Snap-On Industries to IDSC Holdings LLC.
2. Renew this contract through 4/30/2016. In addition, this supplement replaces in its entirety IDSC Holdings LLC's existing California Multiple Award Schedule (CMAS) that expired on 4/30/2011. The most current Ordering Instructions and Special Provisions and CMAS Terms and Conditions dated August 2010, products and/or services and pricing are included herein. Please review these provisions carefully because they may have changed since issuance of your last contract.

Agency non-compliance with the requirements of this contract may result in the loss of delegated authority to use the CMAS program.

Contractor non-compliance with the requirements of this contract may result in contract termination.



RICHARD MOORE, Program Analyst, California Multiple Award Schedules Unit

Effective Date: **6/14/2011**

Snap-on Industrial

Quote

Submit To: Snap-on Industrial
 A Division of IDSC Holdings, LLC
 PO BOX 9001
 Crystal Lake, IL 60039-9001
 (877)740-1900

Number **203463** Date: **10/30/2012**
 Type **Quote**
 Customer # **200830417** Valid Until: **12/29/2012**
 Cust PO #
 Ship Via **UPS GROUND**
 Terms **1% 10 NET 30 DAYS**
 Sales Rep **023483 John Maradt, Phone: (949)614-3101**
 Fax/Mobile **(949)462-3747 / (949)614-3101**
 E-mail **john.d.marada@snapon.com**

Invoice # **200830417**
SANTA ANA COLLEGE
1530 W 17TH ST
SANTA ANA, CA 92706

Bill To: **300805500**
SANTA ANA COLLEGE
2323 NORTH BROADWAY
SUITE 109
SANTA ANA, CA 92706

The listed items are all components that make up the Snap-on Diagnostic Certification Sets.
 CMAS Contract #4-01-51-0001D

Line #	Item	Description	Qty	List Price	Unit Price	Total
1	EEMS327L14IN	VERUS PRO	5	9,699.00	4,849.50	24,247.50
2	EAA0354L12A	BATTERY PACK V-VW	5	262.00	95.45	477.25
3	EEMS301A05	PRESS TRANSDUCER SPLIT ADAPTER	5	36.50	18.25	91.25
4	EEPV302AL	Kit, Transducer, 0-100 PSI	5	318.50	159.25	796.25
EEPV302AL Transducer Kit (0-100 PSI). Record min/max reading and graph the fuel pressure under load conditions to diagnose fuel system driveability problems.						
5	EETA308D	PRECISION LOW AMP PROBE	5	364.99	237.24	1,186.20
6	EESX306A	WAVEFORM DEMO BOARD	5	84.99	39.99	199.95
7	JKRR40W55	TOP MAT KRSC40 RAISED EDGE	5	67.25	41.63	208.15
8	EESC312L14IN	ETHOS INDUSTRIAL	5	1,545.00	772.50	3,862.50
EESC312L12IN is superceded by: EESC312L14IN.						
9	EESC318L14IN	SOLUS ULTRA INDUSTRIAL	5	3,895.00	1,947.50	9,737.50
EESC318L12IN is superceded by: EESC318L14IN.						
10	EETM303L14IN	VANTAGE PRO INDUSTRIAL	5	2,780.00	1,390.00	6,950.00
EETM303K14IN is superceded by: EETM303L14IN.						
11	EAE0059L07A	SMART BATTERY CHARGER V-VW	5	314.99	157.50	787.50
12	KRS4816APCM	48IN WALL OVERHEAD RYL BLU	5	1,530.00	765.00	3,825.00
13	EAC0101L70A3	PROTECTIVE SKIN RED V-VW	5	84.50	42.25	211.25
14	EAC0111L50A1	PROTECTIVE SKIN BLACK	5	73.99	37.00	185.00
15	EETA113B	PTPII J2534 REPROGRAM V-VW	1	1,698.00	849.00	849.00

Tax and freight shown are estimates.
 Applicable tax and freight will be charged to the Customers account.

Sub Total **\$53,614.30**
 Tax **\$4,155.89**
 Freight **\$459.95**
Total \$58,230.14

The sale of product is subject to Snap-on Industrial's standard terms and conditions of sale. Placement of an order is Customer's assent to these terms and conditions and Snap-on hereby objects to any additional and/or different terms which may be contained in any Customer forms or other documents. No such additional terms will be of any force or effect.

The sale of product is subject to Customer meeting Snap-on Industrial's credit approvals. Financing through Snap-on Credit LLC is available on most purchases. Ask your Sales Rep for more information.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**DISTRICT OFFICE – BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: November 13, 2012
Re:	Approval of Surplus Property	
Action:	Request for Approval	

BACKGROUND

The District has accumulated a considerable amount of surplus property, which requires an auction to dispose of this property. Legally, in order to dispose of District property, the Board must take action to declare the left over items as surplus prior to the auction.

ANALYSIS

In accordance with Board Policy BP3405 and AR3405, an open house was held on October 11, 2012 for district staff to select usable items for their divisions or departments. Later that morning, an open house was held for non-profit organizations and school districts to select from the remaining items. One (1) school district and one (1) non-profit agency attended the preview. Attached is a listing of all the surplus property as of October 29, 2012. This record will change as items continually move in and out of storage. Also, there are non-inventoried, miscellaneous items that are not listed but will be disposed at the sale.

Therefore, it is recommended that The Liquidation Company (TLC) auctions off the District's surplus property in accordance with the same terms and conditions of the current contract. The auctioneer's commission fee is 35.00% of the gross sales which is competitive for off-site auctions. The fee from TLC includes advertising, transportation, labor and other related functions. Their performance and service have been very satisfactory. The advantages of using TLC are that they take the majority of our surplus property which is rare among auctioneers and they are licensed e-waste collectors. The contract is good through February 28, 2015.

Following the auction, District staff shall discard any remaining surplus property.

RECOMMENDATION

It is recommended that the Board of Trustees declare the attached list of equipment as surplus property and to utilize The Liquidation Company to conduct an auction as presented.

Fiscal Impact:	Revenue to be Determined	Board Date: November 13, 2012
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by:	Peter Hardash, Vice Chancellor of Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	



Rancho Santiago Community College District

Fixed Asset Inventory Report, Surplus Equipment & Technology as of October 30, 2012

TAG	TYPE	DESCRIPTION	SERIAL NO	STAT	USERS	SPPJ	BLDG	ROOM	ACQRD	LASTINVD	COST
15673	EQ	SHRUB & TREE TRIMMER,	JEXY21722	N	5WARE	0000	SW	SW	03/01/91	06/28/12	\$11,760.00
26110	EQ	IN FOCUS PROJECTOR	2P8256149	N	5WARE	2272	SW	SW	06/01/98	04/02/12	\$4,945.00
27831	TE	COMPUTER, LAPTOP, DELL	WKW9C	N	5WARE	2250	SW	SW	07/16/99	04/24/12	\$3,622.60
301687	TE	IMAGING SYSTEM,MINNESOTA	61501098	N	5WARE	1680	SW	SW	06/07/99	04/25/12	\$5,466.42
302935	EQ	FLUKE MULTIMETER		N	5WARE	2061	SW	SW	01/26/99	06/26/12	\$2,047.25
302936	EQ	FLUKE MULTIMETER		N	5WARE	2061	SW	SW	01/26/99	06/26/12	\$2,047.25
302937	EQ	FLUKE MULTIMETER		N	5WARE	2061	SW	SW	01/26/99	06/26/12	\$2,047.25
303559	TE	TOSHIBA COPIER MODEL 2860	CRK747297	N	5WARE	0000	SW	SW	03/01/98	04/06/12	\$4,854.00
304105	EQ	INFOCUS LITEPRO COMPUTER	4W7171908	N	5WARE	2000	SW	SW	09/01/97	04/06/12	\$5,221.00
304592	TE	HEWLETT PACKARD LASER JET 5	USDH063819	N	5WARE	0000	SW	SW	12/01/96	04/06/12	\$4,287.00
305969	TE	HP LASERJET 5SIMX PRINTER	USDK160805	N	5WARE	0000	SW	SW	06/01/98	04/13/12	\$3,407.00
306151	EQ	CNC MACHINE DRILLING	00154	N	5WARE	0000	SW	SW	04/01/86	06/19/12	\$63,190.00
306152	EQ	CNC MACHINE DRILLING	00151	N	5WARE	0000	SW	SW	04/01/86	06/19/12	\$63,190.00
306378	TE	PRINTER, HP LASERJET 4000N	USQCOO2609	N	5WARE	3720	SW	SW	03/28/99	05/24/12	\$1,384.05
306723	TE	PRINTER, HP	USBG080208	N	5WARE	0000	SW	SW	09/01/96	08/28/12	\$3,828.00
306731	TE	PRINTER, HEWLETT PACKARD	JPGG007379	N	5WARE	0000	SW	SW	02/01/96	04/02/12	\$1,507.00
308251	TE	COMPUTER, DELL PIII 500K	7UWSV	N	5WARE	0000	SW	SW	10/29/99	04/06/12	\$2,188.41
308748	EQ	PROJECTOR, MITUBISHI VIDEO	0003613	N	5WARE	2370	SW	SW	05/04/00	06/30/12	\$4,727.00
308878	TE	LASERJET 4050N 17PPM 16MB	USQJOO1832	N	5WARE	0000	SW	SW	06/02/00	07/12/12	\$1,474.20
311423	TE	COMPUTER, APPLE DUAL G4	B11303QKXS	N	5WARE	0000	SW	SW	03/26/01	06/30/12	\$2,281.17
311861	EQ	PRINT DRYER, REGAL ARKAY RC	5152R	N	5WARE	2000	SW	SW	05/29/01	06/07/12	\$1,596.38
311870	TE	LAPTOP, LUIS KINGS	6YOOMO1	N	5WARE	2271	SW	SW	05/29/01	04/02/12	\$2,385.37
311873	TE	LAPTOP, LATITUDE, DELL TO BE	5YOOMO1	N	5WARE	2271	SW	SW	05/29/01	04/06/12	\$2,385.37
313335	TE	LATITUDE C800 PENTIUM III	4RVNT01	N	5WARE	0000	SW	SW	08/30/01	04/24/12	\$4,037.34
313405	TE	COMPUTER, DELL GX PENTIUM	66ZGW01	N	5WARE	0000	SW	SW	09/27/01	04/24/12	\$1,744.33
313421	TE	PRINTER, HEWLETT PACKARD HP	SJPBGF14739	N	5WARE	2000	SW	SW	10/05/01	04/02/12	\$1,121.40
313458	TE	NOMAD PRESENTATION STATION	100351	N	5WARE	0000	SW	SW	11/06/01	04/06/12	\$19,175.88
313518	TE	COMPUTER, HP LAPTOP	TW13700967	N	5WARE	3000	SW	SW	11/14/01	04/24/12	\$1,555.00
313548	TE	COMPUTER, HP LAPTOP	TW131088743	N	5WARE	3000	SW	SW	11/14/01	04/06/12	\$2,123.00
313623	TE	COMPUTER DELL INSPIRON 8100	7H09311	N	5WARE	2000	SW	SW	12/20/01	04/06/12	\$2,406.93
313712	EQ	WORKSTATION, PLEION 48X30		N	5WARE	2413	SW	SW	08/15/01	04/06/12	\$1,076.72
313715	TE	COMPUTER, LAPTOP DELL (TAKEN	5FS8611	N	5WARE	0000	SW	SW	01/29/02	06/30/12	\$2,809.06



Rancho Santiago Community College District

Fixed Asset Inventory Report, Surplus Equipment & Technology as of October 30, 2012

TAG	TYPE	DESCRIPTION	SERIAL NO	STAT	USERS	SPPJ	BLDG	ROOM	ACQRD	LASTINVDT	COST
313950	TE	COMPUTER, LATITUDEC810	FG37C11	N	5WARE	2250	SW	SW	04/01/02	04/24/12	\$2,541.87
313952	TE	COMPUTER, LATITUDE C610	FX37C11	N	5WARE	2250	SW	SW	04/01/02	04/24/12	\$2,388.08
313953	TE	LAPTOP COMPUTER, DELL	HDK6C11	N	5WARE	2090	SW	SW	04/02/02	04/24/12	\$3,519.16
313992	TE	COMPUTER, DELL PENTIUM 4	7JXLD11	N	5WARE	2370	SW	SW	04/18/02	04/02/12	\$1,412.58
314018	TE	COMPUTER LATITUDE C610 1.0	5Y9GF11	N	5WARE	2090	SW	SW	04/29/02	04/24/12	\$2,387.97
314037	TE	COMPUTER, DELL OPTIPLEX	4HSLG11	N	5WARE	3630	SW	SW	05/09/02	06/30/12	\$1,870.59
314263	TE	PRINTER, PROIMAGE XL3000	91201239	N	5WARE	0000	SW	SW	06/14/02	05/16/12	\$5,435.90
314365	TE	COMPUTER, DELL W/ 17FP	FBSZS11	N	5WARE	2370	SW	SW	09/03/02	04/02/12	\$1,650.71
314602	TE	COMPUTER, W/151FP MONITOR	3VLJK21	N	5WARE	0000	SW	SW	03/11/03	05/24/12	\$1,438.46
314603	TE	COMPUTER, W/151FP MONITOR	4VLJK21	N	5WARE	0000	SW	SW	03/11/03	05/24/12	\$1,438.46
314630	TE	COMPUTER	9N6YM21	N	5WARE	0000	SW	SW	04/08/03	06/30/12	\$2,341.39
314637	TE	COMPUTER, LAPTOP	5TPVP21	N	5WARE	0000	SW	SW	04/29/03	04/06/12	\$3,306.00
314670	TE	COMPUTER	D2NRV21	N	5WARE	2250	SW	SW	06/03/03	04/24/12	\$1,976.35
314673	TE	COMPUTER, LAPTOP	84NRV21	N	5WARE	2250	SW	SW	06/03/03	04/24/12	\$1,976.35
314791	TE	COMPUTER, W/15"FP MONITOR	C7NR831	N	5WARE	7910	SW	SW	08/18/03	04/06/12	\$1,234.42
314893	TE	COMPUTER,	74C3R1	N	5WARE	0000	SW	SW	11/13/03	04/06/12	\$1,461.09
314926	TE	LAPTOP, LATITUDE, COMPUTER	C5SZR21	N	1ADMS	0000	SW	SW	08/01/01	06/30/12	\$3,261.58
315037	TE	COMPUTER, DELL	5BB3H41	N	5WARE	0000	SW	SW	03/17/04	04/06/12	\$2,208.52
315038	TE	COMPUTER, DELL	2BB3H41	N	5WARE	0000	SW	SW	03/17/04	04/06/12	\$2,208.52
315056	TE	COPIER, XEROX WORKCENTRE	129497	N	5WARE	3000	SW	SW	03/29/04	05/15/12	\$1,722.92
315061	TE	COMPUTER, DELL	6RPXN41	N	5WARE	2230	SW	SW	04/12/04	06/21/12	\$2,013.72
315088	TE	COMPUTER,	JPDJP41	N	5WARE	2370	SW	SW	04/19/04	04/06/12	\$1,147.99
315100	TE	COMPUTER,	9SDJP41	N	5WARE	2370	SW	SW	04/19/04	04/06/12	\$1,147.99
315127	TE	COMPUTER,	1YFJP41	N	5WARE	2370	SW	SW	04/20/04	04/06/12	\$1,147.99
315150	TE	COMPUTER,	63FJP41	N	5WARE	2370	SW	SW	04/20/04	04/06/12	\$1,147.99
315155	TE	COMPUTER,	BOFJP41	N	5WARE	2370	SW	SW	04/20/04	04/06/12	\$1,147.99
315158	TE	COMPUTER,	D2FJP41	N	5WARE	2370	SW	SW	04/20/04	04/06/12	\$1,147.99
315209	TE	COMPUTER, DELL	C78QT41	N	5WARE	0000	SW	SW	05/11/04	04/06/12	\$1,170.14
315223	TE	COPIER, WORKCENTRE	PDE134007	N	5WARE	0000	SW	SW	05/24/04	03/26/12	\$1,588.24
315228	TE	COMPUTER, DELL	D6PWX41	N	5WARE	2230	SW	SW	05/25/04	04/06/12	\$1,181.34
315288	TE	COMPUTER,	9PMCO51	N	5WARE	2230	SW	SW	06/11/04	07/26/12	\$2,187.76
315660	TE	LAPTOP, CHRISTINA DURDELLA	FV6R261	N	5WARE	0000	SW	SW	11/15/04	04/02/12	\$1,983.64



Rancho Santiago Community College District

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TAG	TYPE	DESCRIPTION	SERIAL NO	STAT	USERS	SPPJ	BLDG	ROOM	ACQRD	LASTINVD	COST
315775	TE	COMPUTER,	BNJG561	N	5WARE	0000	SW	SW	12/09/04	06/13/12	\$2,217.20
316444	TE	COMPUTER,	56ZKS61	N	5WARE	0000	SW	SW	02/14/05	04/06/12	\$1,072.49
316514	TE	COMPUTER,	62SWZ61	N	5WARE	0000	SW	SW	03/21/05	04/06/12	\$1,200.04
316515	TE	COMPUTER,	G2SWZ61	N	5WARE	0000	SW	SW	03/21/05	04/06/12	\$1,200.04
316609	TE	COPIER, XEROX WORK CENTRE		N	5WARE	0000	SW	SW	04/25/05	07/02/12	\$1,212.19
316637	TE	COMPUTER,	8VW5K37	N	5WARE	0000	SW	SW	05/20/05	04/06/12	\$1,242.38
316814	TE	COMPUTER,	60L4981	N	5WARE	0000	SW	SW	08/29/05	04/24/12	\$1,562.98
316831	TE	COMPUTER	96NQC81	N	5WARE	2370	SW	SW	09/01/05	04/24/12	\$2,686.08
316853	TE	COMPUTER, DELL	BV3CG81	N	5WARE	2370	SW	SW	09/11/05	04/24/12	\$3,623.62
316857	TE	COMPUTER,	GT3CG81	N	5WARE	2370	SW	SW	09/13/05	04/24/12	\$3,623.62
316873	TE	LAPTOP, DING	4NZWG81	N	5WARE	0000	SW	SW	09/18/05	06/30/12	\$4,733.89
316925	TE	COMPUTER,	7B6SP81	N	5WARE	0000	SW	SW	10/28/05	04/06/12	\$1,447.17
316941	TE	COMPUTER,	GX9TV81	N	5WARE	2593	SW	SW	11/21/05	04/06/12	\$1,192.17
316945	TE	COMPUTER,	JY9TV81	N	5WARE	2593	SW	SW	11/21/05	04/24/12	\$1,192.17
316955	TE	LAPTOP, DELL	31RWR81	N	5WARE	3660	SW	SW	01/11/06	04/02/12	\$1,627.50
316956	TE	LAPTOP, DELL	B1RWR81	N	5WARE	3660	SW	SW	01/11/06	04/02/12	\$1,627.50
316957	TE	LAPTOP, DELL	5J5XR81	N	5WARE	3660	SW	SW	01/11/06	04/02/12	\$1,787.59
316964	TE	COMPUTER,	BRVCY81	N	5WARE	0000	SW	SW	12/12/05	04/24/12	\$1,109.53
317157	TE	COMPUTER	50P9W91	N	5WARE	2230	SW	SW	04/25/06	04/24/12	\$1,628.87
317191	TE	COMPUTER,	BJG7Z91	N	5WARE	2210	SW	SW	05/15/06	04/24/12	\$1,632.60
317443	TE	COMPUTER,	DYC53B1	N	5WARE	2450	SW	SW	06/12/06	04/24/12	\$957.13
317449	TE	COMPUTER,	GYC53B1	N	5WARE	2450	SW	SW	06/12/06	04/24/12	\$957.13
317459	TE	COMPUTER,	2XC53B1	N	5WARE	2450	SW	SW	06/12/06	04/24/12	\$957.13
317461	TE	COMPUTER,	8XC53B1	N	5WARE	2450	SW	SW	06/12/06	04/24/12	\$957.13
317465	TE	COMPUTER,	3YC53B1	N	5WARE	2450	SW	SW	06/12/06	04/24/12	\$957.13
317468	TE	COMPUTER,	3XC53B1	N	5WARE	2450	SW	SW	06/12/06	04/24/12	\$957.13
317471	TE	COMPUTER,	9YSS3B1	N	5WARE	2250	SW	SW	06/12/06	04/24/12	\$1,447.46
317473	TE	COMPUTER,	4Y0TFC1	N	5WARE	2250	SW	SW	06/12/06	04/24/12	\$1,447.46
317493	EQ	AIR FILTER SYSTEM,		N	5WARE	2870	SW	SW	06/15/06	04/06/12	\$4,874.28
317683	TE	COMPUTER,	FMRY7B1	N	5WARE	2210	SW	SW	07/10/06	04/24/12	\$1,273.23
317693	TE	COMPUTER,	GPRY7B1	N	5WARE	2210	SW	SW	07/10/06	04/24/12	\$1,273.23
317698	TE	COMPUTER,	35RY7B1	N	5WARE	2210	SW	SW	07/10/06	04/24/12	\$1,273.23



Rancho Santiago Community College District

Fixed Asset Inventory Report, Surplus Equipment & Technology as of October 30, 2012

TAG	TYPE	DESCRIPTION	SERIAL NO	STAT	USERS	SPPJ	BLDG	ROOM	ACQRD	LASTINVD	COST
317700	TE	COMPUTER,	5QRY7B1	N	5WARE	2210	SW	SW	07/10/06	04/24/12	\$1,273.23
317701	TE	COMPUTER,	9RRY7B1	N	5WARE	2210	SW	SW	07/10/06	04/24/12	\$1,273.23
317707	TE	COMPUTER,	DMRY7B1	N	5WARE	2210	SW	SW	07/10/06	04/24/12	\$1,273.23
317708	TE	COMPUTER,	4QRY7B1	N	5WARE	2210	SW	SW	07/10/06	04/24/12	\$1,273.23
317709	TE	COMPUTER,	8RRY7B1	N	5WARE	2210	SW	SW	07/10/06	04/24/12	\$1,273.23
318030	TE	WORKCENTRE, C2424DN	VVK021415	N	5WARE	3020	SW	SW	08/28/06	04/06/12	\$2,330.64
318315	TE	COMPUTER, DELL	DWBYB1	N	5WARE	2370	SW	SW	10/16/06	04/24/12	\$1,440.36
318321	TE	COMPUTER, DELL	6XBYB1	N	5WARE	2370	SW	SW	10/16/06	04/06/12	\$1,440.36
318370	TE	DELL OPTIPLEX GX620 MINI-	217M2C1	N	5WARE	2130	SW	SW	11/13/06	06/30/12	\$2,297.17
318558	TE	COMPUTER, DELL	D8LY9C1	N	5WARE	2370	SW	SW	01/04/07	04/06/12	\$1,231.58
319605	TE	COMPUTER, DELL	3JQ95D1	N	5WARE	2190	SW	SW	06/21/07	04/06/12	\$1,161.54
319856	TE	Laptop, John Birk	C062RD1	N	5WARE	0000	SW	SW	09/29/07	06/30/12	\$1,603.81
319857	TE	Computer, OptiPlex 745	3J3CRD1	N	5WARE	0000	SW	SW	10/03/07	06/30/12	\$1,486.34
320006	TE	Laptop, Lisa Woolery	B8V2JF1	N	5WARE	0000	SW	SW	01/28/08	06/30/12	\$1,427.91
320008	TE	Laptop, Board Member	G8V2JF1	N	5WARE	0000	SW	SW	01/28/08	06/30/12	\$1,427.91
320978	TE	Dell Laptop, Alice Roahm	74X0JH1	N	5WARE	2194	SW	SW	10/10/08	04/24/12	\$1,334.30
F30345	TE	HP LASER JET 4 PLUS	C2037AABA	N	5WARE	0000	SW	SW	08/01/94	04/06/12	\$1,575.00
F30907	TE	SERVER,COMPAQ,PROLIANT	D014DKNIK080	N	5WARE	1000	SW	SW	05/05/00	04/06/12	\$15,160.20
F31352	TE	COMPUTER DELL DIMENSION MINI	1YCPNO1	N	5WARE	1100	SW	SW	06/25/01	12/01/12	\$1,439.60
F31452	TE	COMPUTER, DELL PENTIUM III	2P1L01	N	5WARE	1650	SW	SW	09/12/01	07/26/12	\$2,528.37
F31740	TE	COMPUTER, DELL GX PENTIUM	FB7OF11	N	5WARE	1670	SW	SW	05/13/02	05/25/12	\$1,615.15
F31743	TE	COMPUTER, DELL GX PENTIUM	5C7OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31744	TE	COMPUTER, DELL GX PENTIUM	JC7OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31745	TE	COMPUTER, DELL GX PENTIUM	7D7OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31746	TE	COMPUTER, DELL GX PENTIUM	BB7OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31747	TE	COMPUTER, DELL GX PENTIUM	8C7OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31748	TE	COMPUTER, DELL GX PENTIUM	4D7OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31749	TE	COMPUTER, DELL GX PENTIUM	8F7OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31750	TE	COMPUTER, DELL GX PENTIUM	408OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31751	TE	COMPUTER, DELL GX PENTIUM	208OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31752	TE	COMPUTER, DELL GX PENTIUM	308OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31753	TE	COMPUTER, DELL GX PENTIUM	608OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15



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TAG	TYPE	DESCRIPTION	SERIAL NO	STAT	USERS	SPPJ	BLDG	ROOM	ACQRD	LASTINVDT	COST
F31754	TE	COMPUTER, DELL GX PENTIUM	5G7OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31755	TE	COMPUTER, DELL GX PENTIUM	DO8OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31756	TE	COMPUTER, DELL GX PENTIUM	9G7OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31757	TE	COMPUTER, DELL GX PENTIUM	808OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31758	TE	COMPUTER, DELL GX PENTIUM	708OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31759	TE	COMPUTER, DELL GX PENTIUM	508OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31760	TE	COMPUTER, DELL GX PENTIUM	CO8OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31761	TE	COMPUTER, DELL GX PENTIUM	BO8OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31762	TE	COMPUTER, DELL GX PENTIUM	908OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F31763	TE	COMPUTER, DELL GX PENTIUM	DF7OF11	N	5WARE	1670	SW	SW	05/13/02	04/02/12	\$1,615.15
F32113	EQ	METER, SIMPSON #260-8XPI		N	5WARE	1830	SW	SW	10/30/02	06/30/12	\$270.97
F32117	EQ	METER, SIMPSON #260-8XPI		N	5WARE	1830	SW	SW	10/30/02	06/30/12	\$270.97
F32130	EQ	METER, SIMPSON #260-8XPI		N	5WARE	1830	SW	SW	10/30/02	06/30/12	\$270.97
F32131	EQ	METER, SIMPSON #260-8XPI		N	5WARE	1830	SW	SW	10/30/02	06/30/12	\$270.97
F32132	EQ	METER, SIMPSON #260-8XPI		N	5WARE	1830	SW	SW	10/30/02	10/30/12	\$270.97
F32133	EQ	METER, SIMPSON #260-8XPI		N	5WARE	1830	SW	SW	10/30/02	06/30/12	\$270.97
F32134	EQ	METER, SIMPSON #260-8XPI		N	5WARE	1830	SW	SW	10/30/02	06/30/12	\$270.97
F32135	EQ	METER, SIMPSON #260-8XPI		N	5WARE	1830	SW	SW	10/30/02	06/30/12	\$270.97
F32137	EQ	METER, SIMPSON #260-8XPI		N	5WARE	1830	SW	SW	10/30/02	06/30/12	\$270.97
F32142	EQ	METER, SIMPSON #260-8XPI		N	5WARE	1830	SW	SW	10/30/02	06/30/12	\$270.97
F32198	EQ	METER, SIMPSON #260-8XPI		N	5WARE	1830	SW	SW	10/30/02	06/30/12	\$270.97
F32414	TE	COMPUTER	28R0831	N	5WARE	1102	SW	SW	08/11/03	04/06/12	\$1,278.97
F32434	TE	COMPUTER	H6D6831	N	5WARE	1125	SW	SW	08/14/03	04/06/12	\$1,279.13
F32438	TE	COMPUTER	97D6831	N	5WARE	1125	SW	SW	08/14/03	04/06/12	\$1,279.13
F32440	TE	COMPUTER	58D6831	N	5WARE	1125	SW	SW	08/14/03	04/06/12	\$1,279.13
F32808	TE	COMPUTER, DELL	5LBHY41	N	5WARE	1670	SW	SW	06/03/04	04/02/12	\$1,181.33
F32809	TE	COMPUTER, DELL	2LBHY41	N	5WARE	1670	SW	SW	06/03/04	04/02/12	\$1,181.33
F32810	TE	COMPUTER, DELL	4LBHY41	N	5WARE	1670	SW	SW	06/03/04	04/02/12	\$1,181.33
F32812	TE	COMPUTER, DELL	DKBHY41	N	5WARE	1670	SW	SW	06/03/04	04/02/12	\$1,181.33
F32813	TE	COMPUTER, DELL	9LBHY41	N	5WARE	1670	SW	SW	06/03/04	04/02/12	\$1,181.33
F32814	TE	COMPUTER, DELL	HKBHY41	N	5WARE	1670	SW	SW	06/03/04	04/02/12	\$1,181.33
F32815	TE	COMPUTER, DELL	1LBHY41	N	5WARE	1670	SW	SW	06/03/04	04/02/12	\$1,181.33



Rancho Santiago Community College District

Fixed Asset Inventory Report, Surplus Equipment & Technology as of October 30, 2012

TAG	TYPE	DESCRIPTION	SERIAL NO	STAT	USERS	SPPJ	BLDG	ROOM	ACQRD	LASTINVD	COST
F32817	TE	COMPUTER, DELL	7LBHY41	N	5WARE	1670	SW	SW	06/03/04	04/02/12	\$1,181.33
F32835	TE	COMPUTER,	7FPJ251	N	5WARE	1101	SW	SW	06/15/04	04/06/12	\$1,385.44
F32924	TE	COMPUTER,	FOFJP41	N	5WARE	1803	SW	SW	04/20/04	04/06/12	\$1,147.99
F32992	TE	COMPUTER,	1F87M51	N	5WARE	1803	SW	SW	09/08/04	04/02/12	\$982.70
F33221	TE	COMPUTER, DELL	FD6PJ71	N	5WARE	1670	SW	SW	05/20/05	04/02/12	\$1,526.29
F33223	TE	COMPUTER, DELL	HD6PJ71	N	5WARE	1670	SW	SW	05/20/05	04/02/12	\$1,526.29
F33322	TE	COMPUTER DELL	59D2181	N	5WARE	1803	SW	SW	08/08/05	04/24/12	\$1,509.51
F33323	TE	COMPUTER DELL	JPH5181	N	5WARE	1803	SW	SW	08/08/05	04/24/12	\$1,509.51
F33325	TE	COMPUTER DELL	99D2181	N	5WARE	1803	SW	SW	08/08/05	04/24/12	\$1,509.51
F33326	TE	COMPUTER DELL	H9D2181	N	5WARE	1803	SW	SW	08/08/05	04/24/12	\$1,509.51
F33336	TE	COMPUTER DELL	6BD2181	N	5WARE	1803	SW	SW	08/08/05	04/02/12	\$1,509.51
F33340	TE	COMPUTER DELL	BBD2181	N	5WARE	1803	SW	SW	08/08/05	04/24/12	\$1,509.51
F33342	TE	COMPUTER DELL	5X7L581	N	5WARE	1803	SW	SW	08/04/05	04/24/12	\$1,509.51
F33691	TE	COMPUTER,	7YBBV91	N	5WARE	1102	SW	SW	04/25/06	04/24/12	\$1,148.34
F33780	TE	COMPUTER,	BOLNZ91	N	5WARE	1810	SW	SW	05/17/06	04/24/12	\$1,163.18
F33883	TE	COMPUTER,	HX5QMB1	N	5WARE	1824	SW	SW	08/22/06	04/24/12	\$1,847.07
F33891	TE	COMPUTER,	DC1DNB1	N	5WARE	1670	SW	SW	08/29/06	04/24/12	\$1,301.15
F34127	TE	LAPTOP, CHECK OUT	D5F3WC1	N	5WARE	1702	SW	SW	05/02/07	04/24/12	\$1,554.35

Grand Total \$475,117.96

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE – BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: November 13, 2012
Re:	Approval of Donation of Surplus Items	
Action:	Request for Approval	

BACKGROUND

In accordance with Board Policy BP3405 and AR3405, surplus items should be made available to non-profit organizations and school districts. Education Code 81452 allows the District to donate items having no monetary value.

ANALYSIS

Notices were e-mailed to thirty (30) non-profit organizations within the District's boundaries and thirty-five (35) school districts and community colleges in Orange County. One (1) school district, Orange Unified School District, selected items of interest and submitted requests for donation. Below are the items selected to be donated.

Orange Unified School District, SDC Pre-K & Kindergarten

Item Description	Barcode/Tag Number
Wooden Bookcase	n/a
Green Task Chair	n/a
(4) ea Blue Task Chairs	n/a
(2) ea Red Task Chairs	n/a
(2) ea Vertical 4 Drawer File Cabinets	n/a
Purple Task Chair	n/a
Rectangular Table	n/a
Wooden Cabinet	n/a
(4) ea Photography Boxes	n/a
Fellows Shredder	n/a
Paper Cutter	n/a

Orange Unified School District, El Modena High School

Item Description	Barcode/Tag Number
New Home 6000 Sewing Machine	n/a
New Home 6000 Sewing Machine	n/a
Fluke Meter	302935
Fluke Meter	302936
Fluke Meter	302937
Simpson Multimeter	F32113
Simpson Multimeter	F32117
Simpson Multimeter	F32130
Simpson Multimeter	F32131
Simpson Multimeter	F32132
Simpson Multimeter	F32133
Simpson Multimeter	F32134
Simpson Multimeter	F32135
Simpson Multimeter	F32136
Simpson Multimeter	F32142
Simpson Multimeter	F32198
2 Drawer File Cabinet	n/a
Yellow Chair	n/a

RECOMMENDATION

It is recommended that the Board of Trustees approve the donations to Orange Unified School District as presented.

Fiscal Impact:	None	Board Date: November 13, 2012
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by:	Peter Hardash, Vice Chancellor of Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodriguez, Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board Meeting: November 13, 2012

INDEPENDENT CONTRACTORS

Christine Draa

Attachment A – Independent Contractor Agreement

Attachment B – Scope of Work

Service: Consulting services to provide program oversight and coordination for Youth Entrepreneurship Program (YEP) for the statewide Business & Entrepreneurship Center (BEC) program.

Date(s) of Service: November 14, 2012 through October 31, 2013

Fee: Estimated at \$40,000.00 at \$60.00/hr

Requested by: Michael Roessler

Funded by: Educational Services
12-2601-684000-53305-5100

INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT, made and entered into this 14th of November, 2012 by and between **Christine Draa** herein after referred to as INDEPENDENT CONTRACTOR and the RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereafter referred to as DISTRICT.

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; and

WHEREAS the DISTRICT and INDEPENDENT CONTRACTOR mutually agree that the INDEPENDENT CONTRACTOR is specially qualified for and shall provide special services to the DISTRICT that no employee of the DISTRICT is qualified to perform and shall provide the following specific services:

TO PROVIDE PROGRAM OVERSIGHT AND COORDINATION FOR THE YOUTH ENTREPRENEURSHIP PROGRAM (YEP), A PROGRAM OF THE STATEWIDE BUSINESS & ENTREPRENEURSHIP (BEC)

WHEREAS the Governing Board has determined that the INDEPENDENT CONTRACTOR is specially trained and experienced and competent to perform the special services required, and

WHEREAS the DISTRICT under the terms of this agreement hereby agrees to pay the INDEPENDENT CONTRACTOR for services at Forty Thousand Dollars & No Cents (\$40,000.00).

The contracted services are to commence on or about November 14, 2012 and to be completed on or about, but not later than October 31, 2013.

WHEREAS the INDEPENDENT CONTRACTOR in the performance of this agreement shall be and act as an INDEPENDENT CONTRACTOR providing the necessary tools and equipment and provide the Board of Trustees a final finished report and/or product within the prescribed time allocated, and

WHEREAS the INDEPENDENT CONTRACTOR shall assume all other expenses incurred in connection with the performance of this contract and the DISTRICT shall not be responsible for payment of any other expenses. The fees specified, unless otherwise indicated and agreed to, shall be the only obligation of the DISTRICT. While engaged in carrying out and complying with any of the terms and conditions of this agreement, the INDEPENDENT CONTRACTOR is not an officer, agent or employee of the DISTRICT, and

WHEREAS the INDEPENDENT CONTRACTOR shall provide worker's compensation insurance or self-insure services, and

WHEREAS the INDEPENDENT CONTRACTOR shall indemnify and hold harmless the DISTRICT, its officers, agents, and employees from every claim or demand made, and

every liability, loss, damages, or expense, of any nature whatsoever, which may be incurred by reason of:

- a) Contractor agrees to defend, indemnify, and hold harmless the Rancho Santiago Community District (District), its officers, agents, employees, and volunteers from all loss, cost, and expense arising out of any liability or claim of liability for personal injury, bodily injury to persons, contractual liability and damage to property sustained or claimed to have been sustained arising of activities of the Contractor, its subcontractors, or those of any of its officers, agents, or employees or volunteers, whether such act is authorized by this Agreement or not; and Contractor shall pay for any and all damage to the property of the District, or loss or theft of such property, done or caused by such persons. District assumes no responsibility whatsoever for any property placed on the premises. Contractor further agrees to waive all rights of subrogation against the District. The provisions of the Article do not apply to any damage or losses caused by the negligence of the District or any of its agents or employees.

WHEREAS the DISTRICT may at any time, with or without reason, terminate this AGREEMENT in whole or in part and compensate INDEPENDENT CONTRACTOR only for services satisfactorily rendered to the date of termination. Written notice by DISTRICT shall be sufficient to stop further performance of services by INDEPENDENT CONTRACTOR and shall specify the date of termination.

WHEREAS the parties to this agreement, under penalty of perjury, certify that all of the above items are to the best of their knowledge true and correct statements.

IN WITNESS where of, said parties have executed this agreement as of the date first written above.

INDEPENDENT CONTRACTOR

RANCHO SANTIAGO
COMMUNITY COLLEGE DISTRICT

Signature

By _____

Printed Name

Tracey Conner-Crabbe
Printed Name

Title

Director of Purchasing Services
Title

Address

City/State

Date

Date

Attachment "B"

**Christine Draa
1821 Wayside Lane
Sacramento, CA 95864
(916) 420-306**

October 1, 2012

Proposal For Services

This is a proposal for services to provide program oversight and coordination for the Youth Entrepreneurship Program (YEP), a program of the statewide Business & Entrepreneurship Center (BEC) program

- Provide programmatic support and oversight to 12 implementation sites (7 BECs and 5 CITD).**
- Work with YEP site staff to refine YEP workplans and move centers toward program goals and outcomes.**
- Ensure all YEP activities are documented in the CTE Central data collection system.**
- Coordinate a statewide BEC BOOST Business Plan competition.**

This work will begin on November 14, 2012 and continue through October 31, 2013 at the rate of \$60 per hour not to exceed \$40,000.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board Meeting: November 13, 2012

INDEPENDENT CONTRACTORS

Muckenthaler & Associates, Inc.

Attachment A – Independent Contractor Agreement

Attachment B – Scope of Work

Service: Professional and technical assistance to the existing Early Head Start (EHS) program for Child Development Services

Date(s) of Service: September 1, 2012 through December 31, 2012

Fee: Estimated at \$15,900 at \$100.00/hr

Requested by: Dee Tucker

Funded by: Child Development Services
33-1272-692000-53329-5100

INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT, made and entered into this 1st of September, 2012 by and between Muckenthaler & Associates Inc. herein after referred to as INDEPENDENT CONTRACTOR and the RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereafter referred to as DISTRICT.

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; and

WHEREAS the DISTRICT and INDEPENDENT CONTRACTOR mutually agree that the INDEPENDENT CONTRACTOR is specially qualified for and shall provide special services to the DISTRICT that no employee of the DISTRICT is qualified to perform and shall provide the following specific services:

TO PROVIDE PROFESSIONAL AND TECHNICAL ASSISTANCE TO THE EXISTING EARLY HEAD START (EHS) PROGRAM FOR CHILD DEVELOPMENT SERVICES

WHEREAS the Governing Board has determined that the INDEPENDENT CONTRACTOR is specially trained and experienced and competent to perform the special services required, and

WHEREAS the DISTRICT under the terms of this agreement hereby agrees to pay the INDEPENDENT CONTRACTOR for services at Fifteen Thousand Nine Hundred Dollars & No Cents (\$15,900.00).

The contracted services are to commence on or about September 1, 2012 and to be completed on or about, but not later than December 31, 2012.

WHEREAS the INDEPENDENT CONTRACTOR in the performance of this agreement shall be and act as an INDEPENDENT CONTRACTOR providing the necessary tools and equipment and provide the Board of Trustees a final finished report and/or product within the prescribed time allocated, and

WHEREAS the INDEPENDENT CONTRACTOR shall assume all other expenses incurred in connection with the performance of this contract and the DISTRICT shall not be responsible for payment of any other expenses. The fees specified, unless otherwise indicated and agreed to, shall be the only obligation of the DISTRICT. While engaged in carrying out and complying with any of the terms and conditions of this agreement, the INDEPENDENT CONTRACTOR is not an officer, agent or employee of the DISTRICT, and

WHEREAS the INDEPENDENT CONTRACTOR shall provide worker's compensation insurance or self-insure services, and

WHEREAS the INDEPENDENT CONTRACTOR shall indemnify and hold harmless the DISTRICT, its officers, agents, and employees from every claim or demand made, and

every liability, loss, damages, or expense, of any nature whatsoever, which may be incurred by reason of:

- a) Contractor agrees to defend, indemnify, and hold harmless the Rancho Santiago Community District (District), its officers, agents, employees, and volunteers from all loss, cost, and expense arising out of any liability or claim of liability for personal injury, bodily injury to persons, contractual liability and damage to property sustained or claimed to have been sustained arising of activities of the Contractor, its subcontractors, or those of any of its officers, agents, or employees or volunteers, whether such act is authorized by this Agreement or not; and Contractor shall pay for any and all damage to the property of the District, or loss or theft of such property, done or caused by such persons. District assumes no responsibility whatsoever for any property placed on the premises. Contractor further agrees to waive all rights of subrogation against the District. The provisions of the Article do not apply to any damage or losses caused by the negligence of the District or any of its agents or employees.

WHEREAS the DISTRICT may at any time, with or without reason, terminate this AGREEMENT in whole or in part and compensate INDEPENDENT CONTRACTOR only for services satisfactorily rendered to the date of termination. Written notice by DISTRICT shall be sufficient to stop further performance of services by INDEPENDENT CONTRACTOR and shall specify the date of termination.

WHEREAS the parties to this agreement, under penalty of perjury, certify that all of the above items are to the best of their knowledge true and correct statements.

IN WITNESS where of, said parties have executed this agreement as of the date first written above.

INDEPENDENT CONTRACTOR

RANCHO SANTIAGO
COMMUNITY COLLEGE DISTRICT

Signature

By _____

Printed Name

Tracey Conner-Crabbe
Printed Name

Title

Director of Purchasing Services
Title

Address City/State

Date

Date

Attachment “B”

MUCKENTHALER & ASSOCIATES, INC. PROPOSED SCOPE OF WORK

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD) EARLY HEAD START (EHS) PROGRAM

Rancho Santiago Community College District (RSCCD) has requested a contract scope of work from Muckenthaler & Associates, Inc. to provide professional and technical assistance to the existing Early Head Start (EHS) program. This section outlines the tasks to be completed by Muckenthaler & Associates, Inc. with Cinda Muckenthaler as the primary consultant for the EHS project.

Considerations for successful implementation include oversight to the program in order to:

- Fully implement and comply with the Head Start Program Performance Standards;
- Train and retrain qualified EHS staff with infant/toddler and Head Start expertise;
- Ensure an integrated and effective management/organizational systems, policies and procedures;
- Provide a seamless approach to continuous services that reflect the needs of the community and families served.

As principal of **Muckenthaler & Associates, Inc.**, Cinda Muckenthaler will provide on-going support and guidance based on her experience and knowledge about how to operationalize the Program Performance Standards. She possesses:

- Management and organizational development skills;
- Communication skills necessary to work with staff and a program planning group;
- A clear understanding of Head Start/Early Head Start within the context of the community; and
- The ability to oversee the facilitation and implementation of ongoing program operation.

Attachment “B”

The scope of work allows for direct support to RSCCD EHS staff, consultants and community partners. Ms. Muckenthaler will:

1. Provide resource services to RSCCD, including attending, participating, and representing RSCCD EHS program at meetings (as needed) relevant to the Early Head Start program and as determined by RSCCD staff.
2. Provide assistance and act as a technical resource to RSCCD key staff and relevant partners including Help Me Grow and MOMS of Orange County in relation to the EHS Program.
3. Coordinate with the RSCCD EHS staff for implementation of services plans based on the goals of the program.
4. Report to RSCCD key staff on a regular basis regarding the status of the program, the tasks completed during the reporting period, and any issues needing to be addressed.
5. Engage in one-on-one interaction with EHS key staff to assure program policies and procedures are being followed to meet EHS Performance Standards.
6. Assist in the development of and recommendation of organizational infrastructure additions/changes to accommodate EHS Program priorities and needs.
7. Prioritize and set schedules for activities; develop timelines for plan implementation.
8. Assist with budget analysis and development of expenditures necessary to fund EHS Program.
9. Research new trends and changes in legislation related to EHS program.
10. Research, plan and make recommendations to RSCCD key staff for EHS Program methods of operation.
11. Make recommendations for delivery service systems as related to the EHS Program.
12. Assist in the promotion and creation of unique individualized EHS Programs that meet RSCCD requirements as well as parent and community needs.

Attachment “B”

As an Early Head Start contractor, the principal consultant, Cinda Muckenthaler will provide assistance related to program oversight in the following areas in conjunction with RSCCD ECE Director, EHS Key Staff and Partners:

Organizational Leadership

- Provide supervision and guidance in the daily operations of the EHS program including administrative functions and tasks

Policy Council

- Provide direct support to existing Policy Council
- Construct training topic recommendations for Board/PC/Parents (provide training when necessary)
- Provide guidance to staff in relation to Policy Council requirements

Recruitment and Enrollment of Children and Families

- Provide guidance in the selection and enrollment criteria developed and approved by governing body
- Review and monitor recruitment and enrollment process for compliance through Child Plus data system

Training/Technical Assistance (T/TA)

- Provide technical support in the development of on-going plans to support the implement of all EHS services
- Coordinate with key staff in the support of T/TA on infants, toddlers and pregnant women topics
- Participate in the hiring process for Early Head Start Director

SERVICE ELEMENTS

Proposed Contract Terms: \$100 per hour/ not to exceed \$15,900.00

Estimated Hours Per Week: 10 hours

Contract Effective Date: September 1, 2012 through December 31, 2012

Billing Terms: Monthly Invoice

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board Meeting: November 13, 2012

INDEPENDENT CONTRACTORS

Public Health Preventative Care Consulting (PHPC),
Inc.

Attachment A – Independent Contractor Agreement

Attachment B – Scope of Work

Service: Professional and technical assistance to the
existing Network for a Healthy CA program for Child
Development Services

Date(s) of Service: November 14, 2012 through
September 30, 2013

Fee: Estimated at \$16,889.00 at \$65.00/hr

Requested by: Dee Tucker

Funded by: Child Development Services
33-1264-692000-53321-5100

INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT, made and entered into this 14th of November, 2012 by and between **Public Health Preventative Care Consulting (PHPC), Inc.** herein after referred to as INDEPENDENT CONTRACTOR and the RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereafter referred to as DISTRICT.

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; and

WHEREAS the DISTRICT and INDEPENDENT CONTRACTOR mutually agree that the INDEPENDENT CONTRACTOR is specially qualified for and shall provide special services to the DISTRICT that no employee of the DISTRICT is qualified to perform and shall provide the following specific services:

TO PROVIDE PROFESSIONAL AND TECHNICAL ASSISTANCE TO THE EXISTING NETWORK FOR A HEALTHY CA PROGRAM FOR CHILD DEVELOPMENT SERVICES

WHEREAS the Governing Board has determined that the INDEPENDENT CONTRACTOR is specially trained and experienced and competent to perform the special services required, and

WHEREAS the DISTRICT under the terms of this agreement hereby agrees to pay the INDEPENDENT CONTRACTOR for services at Sixteen Thousand Eight Hundred Eighty Nine Dollars & No Cents (\$16,889.00).

The contracted services are to commence on or about November 14, 2012 and to be completed on or about, but not later than September 30, 2013.

WHEREAS the INDEPENDENT CONTRACTOR in the performance of this agreement shall be and act as an INDEPENDENT CONTRACTOR providing the necessary tools and equipment and provide the Board of Trustees a final finished report and/or product within the prescribed time allocated, and

WHEREAS the INDEPENDENT CONTRACTOR shall assume all other expenses incurred in connection with the performance of this contract and the DISTRICT shall not be responsible for payment of any other expenses. The fees specified, unless otherwise indicated and agreed to, shall be the only obligation of the DISTRICT. While engaged in carrying out and complying with any of the terms and conditions of this agreement, the INDEPENDENT CONTRACTOR is not an officer, agent or employee of the DISTRICT, and

WHEREAS the INDEPENDENT CONTRACTOR shall provide worker's compensation insurance or self-insure services, and

WHEREAS the INDEPENDENT CONTRACTOR shall indemnify and hold harmless the DISTRICT, its officers, agents, and employees from every claim or demand made, and

every liability, loss, damages, or expense, of any nature whatsoever, which may be incurred by reason of:

- a) Contractor agrees to defend, indemnify, and hold harmless the Rancho Santiago Community District (District), its officers, agents, employees, and volunteers from all loss, cost, and expense arising out of any liability or claim of liability for personal injury, bodily injury to persons, contractual liability and damage to property sustained or claimed to have been sustained arising of activities of the Contractor, its subcontractors, or those of any of its officers, agents, or employees or volunteers, whether such act is authorized by this Agreement or not; and Contractor shall pay for any and all damage to the property of the District, or loss or theft of such property, done or caused by such persons. District assumes no responsibility whatsoever for any property placed on the premises. Contractor further agrees to waive all rights of subrogation against the District. The provisions of the Article do not apply to any damage or losses caused by the negligence of the District or any of its agents or employees.

WHEREAS the DISTRICT may at any time, with or without reason, terminate this AGREEMENT in whole or in part and compensate INDEPENDENT CONTRACTOR only for services satisfactorily rendered to the date of termination. Written notice by DISTRICT shall be sufficient to stop further performance of services by INDEPENDENT CONTRACTOR and shall specify the date of termination.

WHEREAS the parties to this agreement, under penalty of perjury, certify that all of the above items are to the best of their knowledge true and correct statements.

IN WITNESS where of, said parties have executed this agreement as of the date first written above.

INDEPENDENT CONTRACTOR

**RANCHO SANTIAGO
COMMUNITY COLLEGE DISTRICT**

Signature

By _____

Printed Name

Tracey Conner-Crabbe
Printed Name

Title

Director of Purchasing Services
Title

Address

City/State

Date

Date

Attachment "B"

Public Health Preventative Care Consulting (PHPC), Inc.

Rasha Abdrabou, DrPH, MPH

15269 Deerwood Lane

Fontana, CA 92336

Phone: (909) 731-5407

rasha514@yahoo.com

Proposed Scope of Work for RSCCD Child Development Services:

- **Coordinate scope of work for the five district sites**
- **Complete semiannual and end of year report**
- **Attend monthly network meetings (3rd Thursday of every month)**
- **Setup meetings with school administrators to provide HOTM orientations/updates, highlighting HOTM activities and reviewing HOTM materials/flyers**
- **Connect sites with community partners to assist in the implementation of nutrition/physical activity promotion events**
- **Conduct a nutrition education needs assessment/survey for educators to determine what training is necessary to implement nutrition education strategies (teacher assessment)**
- **Provide staff training based on needs assessment results**
- **Provide technical support (resources, lessons, etc.) as needed**
- **Follow-up on technical support by visiting classroom, email or telephone**
- **Provide nutrition education materials to school library/resource sites**
- **Conduct end of year survey to evaluate effectiveness of training, resources provided and applicable usage to classroom teaching**

Rate: \$65 per hour / NOT to exceed \$16,889.00

Estimated Hours: 259.83 hours

Contract Effective: November 14, 2012 – September 30, 2013

Billing Terms: Monthly Invoice

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
13-P0024554	100.00	DUNN EDWARDS CORP	Non-Instructional Supplies	SP		10/8/2012
13-P0024555	500.00	SIMS ORANGE WELDING SUPPLY	Non-Instructional Supplies			10/8/2012
13-P0024556	700.00	STATE CHEMICAL MFG CO	Non-Instructional Supplies	SP		10/8/2012
13-P0024557	750.00	AMMEX	Non-Instructional Supplies	SP		10/8/2012
13-P0024558	1,000.00	PALMER AARON	Contracted Repair Services			10/8/2012
13-P0024559	3,000.00	IMPERIAL PRODUCTS INC	Repair & Replacement Parts			10/8/2012
13-P0024560	668.70	GLASBY MAINTENANCE SUPPLY	Repair & Replacement Parts			10/8/2012
13-P0024561	617.69	TOMARK SPORTS INC	Instructional Supplies	SP		10/8/2012
13-P0024562	226.28	RIDDELL ALL AMERICAN	Instructional Supplies	SP		10/8/2012
13-P0024563	1,692.11	MFAC, LLC	Instructional Supplies	SP		10/8/2012
13-P0024565	135.20	LOS ANGELES TIMES	Library Books - Periodicals			10/8/2012
13-P0024566	800.00	CORNER BAKERY/CBC RESTAURANT	Food and Food Service Supplies			10/8/2012
* 13-P0024567	151.84	VICTOR A. MACIAS	Advertising	SP		10/8/2012
13-P0024568	159.00	EBSCO SUBSCRIPTION SVCS	Library Books - Periodicals			10/8/2012
13-P0024569	135.00	ORANGE UNIFIED SCHOOL DISTRICT	Transportation - Student	SP		10/8/2012
13-P0024570	135.00	ORANGE UNIFIED SCHOOL DISTRICT	Transportation - Student	SP		10/8/2012
13-P0024571	135.00	ORANGE UNIFIED SCHOOL DISTRICT	Transportation - Student	SP		10/8/2012
13-P0024572	1,446.48	4 IMPRINT	Non-Instructional Supplies	SP		10/8/2012
13-P0024573	563.00	KC HUYNH-DANG	Inst Dues & Memberships			10/8/2012
* 13-P0024574	570.00	SANDOVAL MARICELA	Advertising	SP		10/8/2012
13-P0024575	4,000.31	PRIMEX WIRELESS INC	Instructional Supplies	SP		10/8/2012
13-P0024576	160.28	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		10/8/2012
13-P0024577	981.00	HAGERMAN DIANA	Repair & Replacement Parts			10/8/2012
13-P0024578	691.48	TOMARK SPORTS INC	Equip/Software - >\$200 <\$1,000	SP	BOND	10/8/2012
13-P0024579	401.36	TRICAM INC	Food and Food Service Supplies	SP		10/8/2012
13-P0024580	478.84	TRICAM INC	Food and Food Service Supplies	SP		10/8/2012
* 13-P0024581	12,665.77	MEDCO/PATTERSON MEDICAL	Equip/Software - >\$200 <\$1,000	SP	BOND	10/8/2012
13-P0024582	200.00	ART SUPPLY WAREHOUSE	Instructional Supplies	SP		10/9/2012
13-P0024583	200.00	KUTTING EDGE DESIGN LLC	Instructional Supplies	SP		10/9/2012
13-P0024584	400.00	HOME DEPOT	Instructional Supplies	SP		10/9/2012
13-P0024585	500.00	MAQUINSAL SEWING MACHINE CO	Contracted Repair Services			10/9/2012
13-P0024586	2,030.00	MARSHALL MUSIC	Instructional Supplies	SP		10/9/2012
13-P0024587	350.00	NABERS CLEANERS	Laundry & Dry Cleaning Service			10/9/2012
13-P0024588	200.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		10/9/2012
13-P0024589	5,000.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		10/9/2012

Legend: * = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
13-P0024590	3,752.32	FISHER ATHLETIC EQUIPMENT INC	Instructional Supplies	SP		10/9/2012
13-P0024591	600.00	CARRIER TRANSICOLD	Instructional Supplies	SP		10/9/2012
13-P0024592	600.00	TK SERVICES, INC.	Instructional Supplies	SP		10/9/2012
13-P0024593	1,000.00	WESTRUX INT'L	Instructional Supplies	SP		10/9/2012
13-P0024594	320.00	ALBERTSON'S	Food and Food Service Supplies	SP		10/9/2012
13-P0024595	1,000.00	RUSH TRUCK CTR	Instructional Supplies	SP		10/9/2012
13-P0024596	150.00	UNITED RENTALS	Instructional Supplies	SP		10/9/2012
13-P0024597	250.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies			10/9/2012
13-P0024598	150.00	ALBERTSON'S	Food and Food Service Supplies	SP		10/9/2012
13-P0024599	245.11	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			10/9/2012
13-P0024600	415.77	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		10/9/2012
13-P0024601	683.67	RIDDELL ALL AMERICAN	Instructional Supplies	SP		10/9/2012
13-P0024602	183.32	PARALLAX INC	Instructional Supplies	SP		10/9/2012
13-P0024603	1,053.28	COMSERCO, INC.	Contracted Repair Services			10/9/2012
13-P0024604	261.00	CONTROL AIR CONDITIONING CORP	Contracted Repair Services			10/10/2012
13-P0024605	31.00	OCSBA ORANGE CO SCHOOL BOARD ASSOC	Conference Expenses			10/10/2012
* 13-P0024606	390.00	RANCHO SANTIAGO COMMUNITY COLL. DIST.	Non-Instructional Supplies	SP		10/10/2012
13-P0024607	6,189.48	WELLS FARGO BANK	Instructional Supplies	SP		10/11/2012
13-P0024608	668.81	ACUSHNET CO	Instructional Supplies	SP		10/11/2012
13-P0024609	341.25	RIDDELL ALL AMERICAN	Instructional Supplies	SP		10/11/2012
13-P0024610	349.09	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		10/11/2012
13-P0024611	2,104.74	CLINCH GEAR	Instructional Supplies	SP		10/11/2012
13-P0024612	3,999.68	AMAZON COM	Library Books	SP		10/11/2012
13-P0024613	1,000.00	BAKER & TAYLOR	Library Books	SP		10/11/2012
13-P0024614	922.23	WELLS FARGO BANK	Equip/Software - >\$200 <\$1,000	SP	BOND	10/11/2012
13-P0024615	1,224.50	FISHER ATHLETIC EQUIPMENT INC	Equip/Software - >\$200 <\$1,000	SP	BOND	10/11/2012
13-P0024616	1,831.79	TOMARK SPORTS INC	Equip/Software - >\$200 <\$1,000	SP	BOND	10/11/2012
13-P0024617	1,000.00	PORTACRAFT INC	Contracted Services	SP		10/11/2012
13-P0024618	12,412.80	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			10/11/2012
13-P0024619	355.16	SEHI COMPUTER PRODUCTS	Equipment - Federal Progs >200	SP		10/11/2012
13-P0024620	324.00	ORANGE COUNTY TRANSPORTATION	Other Participant Prog Svc/Exp	SP		10/11/2012
13-P0024621	575.61	MOREA INC	Non-Instructional Supplies	SP		10/11/2012
13-P0024622	496.59	SADDLEBACK EDUCATION PUBLISHING INC	Books, Mags & Ref Mat, Non-Lib	SP		10/11/2012
13-P0024623	500.00	RALPH'S GROCERY CO	Food and Food Service Supplies	SP		10/11/2012
13-P0024624	350.00	RP GROUP	Inst Dues & Memberships			10/11/2012

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
13-P0024625	2,000.00	IRVINE CHAMBER OF COMMERCE	District Business/Sponsorships	SP		10/11/2012
13-P0024626	2,500.00	COACHELLA VALLEY ECONOMIC PARTNERSHIP	District Business/Sponsorships	SP		10/11/2012
13-P0024627	25.00	JEC INTEGRATION SYSTEMS	Instructional Supplies	SP		10/11/2012
13-P0024628	492.94	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies			10/11/2012
13-P0024629	119.97	RADIO SHACK	Instructional Supplies	SP		10/11/2012
13-P0024630	857.41	NEWARK CORP	Instructional Supplies	SP		10/11/2012
13-P0024631	200.00	CCCAOE CALIF COM COLL ASSOC	Conference Expenses	SP		10/11/2012
13-P0024632	134.68	B & H PHOTO VIDEO INC	Non-Instructional Supplies			10/11/2012
13-P0024633	1,344.00	LA HABRA FENCE CO INC	Contracted Repair Services			10/11/2012
13-P0024634	11,763.13	EX LIBRIS USA INC	Software Support Service			10/11/2012
13-P0024635	670.16	WESTERN POWER SYSTEMS	Contracted Repair Services	SP		10/11/2012
13-P0024636	675.85	SO CAL LAND MAINTENANCE INC	Contracted Repair Services	SP		10/11/2012
13-P0024637	38.50	CROUDACE & DIETRICH	Buildings - Legal Expenses	SP	BOND	10/11/2012
* 13-P0024638	10,505.03	TOMARK SPORTS INC	Equip/Software - >\$200 <\$1,000	SP	BOND	10/11/2012
13-P0024639	312.48	WE DO GRAPHICS INC	Reproduction/Printing Expenses	SP		10/11/2012
13-P0024640	3,748.00	DE LA TORRE COMMERCIAL	Contracted Services	SP		10/11/2012
13-P0024641	2,180.76	FITNESS REPAIR SHOP	Repair & Replacement Parts			10/11/2012
13-P0024642	250.00	ELLUCIAN INC.	Contracted Services			10/11/2012
13-P0024643	50.00	SOUTH COAST HIGHER EDUCATION COUNCIL	Inst Dues & Memberships	SP		10/11/2012
13-P0024644	1,752.00	ACADEMY ELECTRIC INC	Contracted Services			10/11/2012
13-P0024645	1,000.00	ALBERTSON'S	Food and Food Service Supplies	SP		10/11/2012
13-P0024646	1,000.00	SMART & FINAL	Food and Food Service Supplies	SP		10/11/2012
13-P0024647	2,000.00	DON BOOKSTORE	Non-Instructional Supplies	SP		10/11/2012
13-P0024648	56.57	SCHICK RECORDS MGMT	Non-Instructional Supplies	SP		10/11/2012
13-P0024649	1,500.00	DON BOOKSTORE	Non-Instructional Supplies	SP		10/11/2012
13-P0024650	642.00	DON BOOKSTORE	Books, Mags & Ref Mat, Non-Lib			10/11/2012
13-P0024651	390.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		10/11/2012
13-P0024652	3,300.00	MIDDLE COLLEGE HIGH SCHOOL	Inst Dues & Memberships	SP		10/11/2012
13-P0024653	504.67	TRICAM INC	Food and Food Service Supplies	SP		10/11/2012
13-P0024654	409.97	TRICAM INC	Food and Food Service Supplies	SP		10/11/2012
13-P0024655	370.53	TRICAM INC	Food and Food Service Supplies	SP		10/11/2012
13-P0024656	759.17	APPLE COMPUTER INC	Equip/Software - >\$200 <\$1,000			10/11/2012
13-P0024657	127.29	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies			10/11/2012
13-P0024658	1,446.00	ORANGE COUNTY REGISTER	Site Improv - Legal Expenses	SP	BOND	10/12/2012
13-P0024659	436.42	ACADEMY ELECTRIC INC	Contracted Repair Services	SP		10/12/2012

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5.23 (3)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
13-P0024660	3,350.00	FARWEST CORROSION CONTROL COMPANY	Contracted Services	SP		10/12/2012
13-P0024661	11,200.00	CALIFORNIA TRACK	Contracted Services	SP		10/12/2012
13-P0024662	352.80	W2007 EQUITY INNS REALTY, LLC	Conference Expenses	SP		10/15/2012
13-P0024663	352.80	W2007 EQUITY INNS REALTY, LLC	Conference Expenses	SP		10/15/2012
13-P0024664	717.20	AMERICAN EXPRESS	Conference Expenses	SP		10/15/2012
13-P0024665	527.20	AMERICAN EXPRESS	Conference Expenses	SP		10/15/2012
13-P0024666	527.20	AMERICAN EXPRESS	Conference Expenses	SP		10/15/2012
13-P0024667	500.00	SIMS ORANGE WELDING SUPPLY	Contracted Repair Services			10/15/2012
13-P0024668	695.00	HS UNIVERSITY	Conference Expenses	SP		10/15/2012
* 13-P0024669	7,308.69	ADVANCED WEB OFFSET INC	Class Schedules/Printing	SP		10/15/2012
13-P0024670	695.00	HS UNIVERSITY	Conference Expenses	SP		10/15/2012
13-P0024671	1,815.00	EDUCAUSE	Conference Expenses			10/15/2012
13-P0024672	2,871.38	EXECUTIVE ENVIRONMENTAL	Contracted Services	SP		10/15/2012
13-P0024673	210.84	MANSION GROVE HOUSE LLC	Instructional Supplies	SP		10/16/2012
13-P0024674	1,430.68	TOMARK SPORTS INC	Instructional Supplies	SP		10/16/2012
13-P0024675	1,659.36	SPORTS USA ELITE TRNG INC	Instructional Supplies	SP		10/16/2012
13-P0024676	1,237.40	D3 SPORTS INC.	Instructional Supplies	SP		10/16/2012
13-P0024677	4,902.30	D3 SPORTS INC.	Instructional Supplies	SP		10/16/2012
13-P0024678	85.58	LINCOLN EQUIPMENT INC	Instructional Supplies	SP		10/16/2012
13-P0024679	2,400.00	NATIONAL LEAGUE FOR NURSING ACCREDITING COM	Other Licenses & Fees			10/16/2012
* 13-P0024680	9,128.65	GARV INC	Equip/Software - >\$200 <\$1,000	SP	BOND	10/16/2012
13-P0024681	470.56	SLUGGERS	Instructional Supplies	SP		10/16/2012
13-P0024682	6,024.38	ATI ASSESSMENT TECHNOLOGIES	Non-Instructional Supplies	SP		10/16/2012
13-P0024683	1,500.00	AMERICAN REPROGRAPHICS CO LLC	Buildings - Blueprint/Reprod	SP		10/16/2012
13-P0024684	852.80	MMS MEDICAL SUPPLY CO	Instructional Supplies	SP		10/16/2012
13-P0024685	750.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		10/16/2012
13-P0024686	2,500.00	CARQUEST AUTO PARTS	Instructional Supplies	SP		10/16/2012
13-P0024687	750.00	LYTTON PERRY	Instructional Supplies	SP		10/16/2012
13-P0024688	450.00	STATER BROS	Instructional Supplies	SP		10/16/2012
13-P0024689	300.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		10/16/2012
13-P0024690	500.00	LYTTON PERRY	Repair & Replacement Parts			10/16/2012
13-P0024691	300.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		10/16/2012
13-P0024692	750.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		10/16/2012
13-P0024693	400.00	DON BOOKSTORE	Non-Instructional Supplies	SP		10/16/2012
13-P0024694	2,000.00	DON BOOKSTORE	Books, Mags & Ref Mat, Non-Lib	SP		10/16/2012

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5.23 (4)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
13-P0024695	500.00	AARDVARK CLAY & SUPPLIES	Instructional Supplies	SP		10/16/2012
13-P0024696	2,542.90	UNISOURCE PAPER CO	Non-Instructional Supplies	SP		10/16/2012
13-P0024697	445.18	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	SP		10/16/2012
13-P0024698	557.33	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	SP		10/16/2012
13-P0024699	215.00	THE NATL HEP/CAMP ASSOCIATION	Conference Expenses	SP		10/16/2012
13-P0024700	215.00	THE NATL HEP/CAMP ASSOCIATION	Conference Expenses	SP		10/16/2012
13-P0024701	215.00	THE NATL HEP/CAMP ASSOCIATION	Conference Expenses	SP		10/16/2012
13-P0024702	323.25	B2B COMPUTER PRODUCTS LLC	Non-Instructional Supplies			10/16/2012
13-P0024703	4,377.50	NASCO	Equipment - Federal Progs >200	SP		10/16/2012
13-P0024704	5,000.00	CD-DATA	Contracted Services			10/16/2012
* 13-P0024705	1,298.74	RADIO NETWORK INC	Equip/Software - >\$200 <\$1,000	SP		10/16/2012
13-P0024706	74.70	FANIZZA LORRAINE	Instructional Supplies	SP		10/16/2012
13-P0024707	646.50	JM SMITH CORP	Software Support Service	SP		10/16/2012
13-P0024708	2,256.00	THOMSON REUTERS (MARKETS) LLC	Internet Services			10/16/2012
13-P0024709	1,165.00	PROFESSIONAL PLUMBING &	Contracted Repair Services	SP		10/16/2012
13-P0024710	200.00	NETOP	Software License and Fees			10/16/2012
13-P0024711	2,271.37	APPLE COMPUTER INC	Equipment - All Other > \$1,000			10/16/2012
13-P0024712	1,024.55	GOLD COAST TOURS	Transportation - Student	SP		10/16/2012
13-P0024713	1,340.00	TECHNICAL SAFETY SERVICES INC	Contracted Repair Services	SP		10/16/2012
13-P0024714	169.65	RADIO NETWORK INC	Contracted Services	SP		10/17/2012
13-P0024715	52,726.64	AIRGAS INC	Equipment - Federal Progs >200	SP		10/17/2012
13-P0024716	750.00	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		10/17/2012
13-P0024717	300.62	HOME DEPOT	Equip/Software - >\$200 <\$1,000			10/17/2012
13-P0024718	1,115.63	POCKET NURSE	Instructional Supplies	SP		10/17/2012
13-P0024719	56.25	SCANTON CORP	Non-Instructional Supplies	SP		10/17/2012
13-P0024720	244.25	TEQUIPMENT.NET/TOUCHBOARDS.COM/	Equipment - Federal Progs >200	SP		10/17/2012
13-P0024721	223.78	SARGENT-WELCH SCIENTIFIC	Instructional Supplies	SP		10/17/2012
13-P0024722	701.36	MEDCO/PATTERSON MEDICAL	Instructional Supplies	SP		10/17/2012
13-P0024723	9,318.11	ON TRACK	Equipment - All Other > \$1,000			10/17/2012
13-P0024724	300.00	SMART & FINAL	Non-Instructional Supplies	SP		10/17/2012
* 13-P0024725	2,590.00	IN N OUT BURGER	Food and Food Service Supplies	SP		10/17/2012
13-P0024726	144.33	XEROX CORP	Maint Contract - Office Equip	SP		10/17/2012
13-P0024727	1,445.30	RAWLINGS SPORTING GOODS	Instructional Supplies	SP		10/17/2012
13-P0024728	585.77	FITNESS WHOLESALE	Instructional Supplies	SP		10/17/2012
13-P0024729	310.00	CONTROL AIR CONDITIONING CORP	Contracted Repair Services			10/17/2012

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
13-P0024730	168.00	TRINITY CRISTO REY LUTHERAN	Rental - Facility (Short-term)	SP		10/17/2012
13-P0024731	291.98	AFFILIATED HOSPITALITY LLC	Conference Expenses	SP		10/17/2012
13-P0024732	340.08	GREENWAY PLAZA HOSPITALITY INC	Conference Expenses	SP		10/17/2012
13-P0024733	340.08	GREENWAY PLAZA HOSPITALITY INC	Conference Expenses	SP		10/17/2012
13-P0024734	189.00	COMPUTERLAND OF SILICON VALLEY	Software License and Fees	SP		10/17/2012
13-P0024735	4,377.81	DELL COMPUTER	Equipment - All Other > \$1,000			10/17/2012
* 13-P0024736	1,650.56	BISHOP CO	Non-Instructional Supplies			10/17/2012
13-P0024737	1,048.46	DELL COMPUTER	Equipment - Federal Progs >200	SP		10/17/2012
13-P0024738	4,885.82	DELL COMPUTER	Equipment - All Other > \$1,000	SP		10/17/2012
13-P0024739	200.00	APPLE COMPUTER INC	Instructional Software	SP		10/17/2012
13-P0024740	1,201.41	SEHI COMPUTER PRODUCTS	Equipment - Federal Progs >200	SP		10/17/2012
13-P0024741	4,542.75	APPLE COMPUTER INC	Equipment - Federal Progs >200	SP		10/17/2012
13-P0024742	28,841.19	BROCADE COMMUNICATIONS SYSTEMS INC	Equipment - Technology >\$1,000	SP	BOND	10/18/2012
13-P0024743	1,439.79	WELLS FARGO BANK	Equip/Software - >\$200 <\$1,000	SP	BOND	10/18/2012
13-P0024744	155.00	TROPICAL PLAZA NURSERY	Contracted Repair Services	SP		10/18/2012
13-P0024745	1,000.00	SIR SPEEDY	Non-Instructional Supplies			10/18/2012
13-P0024746	2,000.00	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			10/18/2012
13-P0024747	5,000.00	AMERICAN CHEMICAL & SANITARY	Non-Instructional Supplies			10/18/2012
13-P0024748	2,400.00	LEXIS NEXIS	Internet Services	SP		10/18/2012
13-P0024749	2,389.93	CERTIPOINT INC	Software License and Fees	SP		10/18/2012
13-P0024750	1,326.94	DELL COMPUTER	Equipment - Federal Progs >200	SP		10/18/2012
13-P0024751	1,768.00	AUTOMATED DATA SYSTEMS	Software License and Fees	SP		10/18/2012
13-P0024752	5,665.06	SEHI COMPUTER PRODUCTS	Equip/Software - >\$200 <\$1,000	SP	BOND	10/18/2012
13-P0024753	500.00	COMPUTER SPORTS MEDICINE, INC.	Software License and Fees			10/18/2012
13-P0024754	130.42	DELL COMPUTER	Non-Instructional Supplies			10/18/2012
13-P0024755	494.95	DELL COMPUTER	Equip/Software - >\$200 <\$1,000			10/18/2012
13-P0024756	2,654.37	DELL COMPUTER	Equipment - All Other > \$1,000			10/18/2012
13-P0024757	3,607.65	DELL COMPUTER	Equipment - All Other > \$1,000			10/18/2012
13-P0024759	250.00	GROFF SUSAN J	Contracted Services	SP		10/19/2012
13-P0024760	400.00	RIDELINKS INC	Contracted Services	SP		10/19/2012
13-P0024761	66,776.00	ORANGE COUNTY SANITATION DISTRICT	Public Agencies' Assess & Fees			10/19/2012
13-P0024762	2,000.00	FRANKLIN AIR CONDITIONING	Contracted Repair Services			10/19/2012
13-P0024763	1,520.00	KILALA MEDIA CORP	Contracted Services	SP		10/19/2012
13-P0024764	13,539.50	AMERICAN MACHINERY & BLADE	Equipment - Federal Progs >200	SP		10/19/2012
13-P0024765	12,574.00	SIGNATURE FLOORING INC	Contracted Services	SP		10/19/2012

Legend: * = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
13-P0024766	1,650.00	SY NIELSON SVC	Contracted Services			10/19/2012
13-P0024767	1,000.00	ART SUPPLY WAREHOUSE	Instructional Supplies	SP		10/22/2012
13-P0024768	500.00	FRY'S ELECTRONICS	Instructional Supplies	SP		10/22/2012
13-P0024769	355.00	ACADEMIC SENATE FOR	Conference Expenses			10/22/2012
13-P0024770	1,420.00	ACADEMIC SENATE FOR	Conference Expenses			10/22/2012
13-P0024771	3,000.00	AMERICAN REPROGRAPHICS CO LLC	Buildings - Blueprint/Reprod	SP		10/22/2012
13-P0024772	500.00	KACCOC KOREAN AMERICAN CHAMBER	Advertising	SP		10/22/2012
13-P0024773	30.64	AMERICAN REPROGRAPHICS CO LLC	Buildings - Blueprint/Reprod	SP	BOND	10/22/2012
13-P0024774	1,395.00	RIZVI SYED AJAZ MUSTAFA	Conference Expenses	SP		10/22/2012
13-P0024775	231.73	ULINE	Instructional Supplies	SP		10/22/2012
13-P0024776	1,616.33	CLINCH GEAR	Instructional Supplies	SP		10/22/2012
13-P0024777	49.57	BADGE EXPRESS	Non-Instructional Supplies	SP		10/22/2012
13-P0024778	550.00	THE DAVE LINDEN GROUP INC	Advertising	SP		10/22/2012
13-P0024779	135.00	ABAOC ASIAN BUSINESS ASSOCIATION	Advertising	SP		10/22/2012
13-P0024780	28,374.26	ORCO BLOCK CO INC	Site Improvements	SP		10/22/2012
* 13-P0024781	5,030.86	PASCO SCIENTIFIC	Instructional Supplies	SP		10/22/2012
13-P0024782	2,050.00	HAY GROUP INC	Contracted Services			10/22/2012
13-P0024783	900.00	ART SUPPLY WAREHOUSE	Instructional Supplies	SP		10/22/2012
13-P0024784	400.00	SAMY'S CAMERA	Instructional Supplies	SP		10/22/2012
13-P0024785	1,000.00	RADIO SHACK	Instructional Supplies	SP		10/22/2012
13-P0024786	80.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			10/22/2012
13-P0024787	500.00	AARDVARK CLAY & SUPPLIES	Instructional Supplies	SP		10/22/2012
13-P0024788	14.21	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		10/22/2012
13-P0024789	1,500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		10/22/2012
13-P0024790	700.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		10/22/2012
13-P0024791	14,998.88	CPP CONSULTING PSYCHOLOGISTS PRESS	Instructional Supplies	SP		10/23/2012
13-P0024792	303.00	DURHAM SCHOOL SERVICES	Transportation - Student	SP		10/23/2012
13-P0024793	900.00	AHART MARY ANN	Contracted Services	SP		10/23/2012
13-P0024794	303.00	DURHAM SCHOOL SERVICES	Transportation - Student	SP		10/23/2012
13-P0024795	4,485.00	SANTA ANA CHAMBER OF COMMERCE	Inst Dues & Memberships			10/23/2012
13-P0024796	303.00	DURHAM SCHOOL SERVICES	Transportation - Student	SP		10/23/2012
13-P0024797	12,252.20	PUBLIC HEALTH PREVENTATIVE	Contracted Services	SP		10/23/2012
13-P0024798	360.00	ENTERPRISE FLEET SVCS	Transportation - Student	SP		10/23/2012
13-P0024799	1,076.42	PROMOUNDS INC	Equipment - All Other > \$1,000			10/23/2012
13-P0024800	58.11	PBS VIDEO	Instructional Supplies	SP		10/23/2012

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
13-P0024801	428.85	MAPS.COM	Instructional Supplies	SP		10/23/2012
13-P0024802	40.00	NASBITE	Inst Dues & Memberships	SP		10/23/2012
13-P0024803	376.84	KSL RANCHO MIRAGE OPERATING COMPANY, INC	Conference Expenses	SP		10/24/2012
13-P0024804	1,705.00	BOARD OF GOVERNORS	Conference Expenses	SP		10/24/2012
13-P0024805	4,950.21	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		10/24/2012
13-P0024806	98.00	PAGES, INC.	Other Licenses & Fees	SP		10/24/2012
13-P0024807	166.55	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		10/24/2012
13-P0024808	500.00	AMMEX	Non-Instructional Supplies	SP		10/24/2012
13-P0024809	300.00	PROCLEAN INC	Non-Instructional Supplies	SP		10/24/2012
13-P0024810	1,000.00	HOME DEPOT	Non-Instructional Supplies	SP		10/24/2012
13-P0024811	3,000.00	CANDELA CORP	Non-Instructional Supplies			10/24/2012
13-P0024812	2,000.00	GANAHL LUMBER CO	Non-Instructional Supplies			10/24/2012
13-P0024813	4,500.00	WACO ASSOCIATES INC	Repair & Replacement Parts			10/24/2012
13-P0024814	500.00	HOME DEPOT	Instructional Supplies	SP		10/24/2012
* 13-P0024815	494.95	DELL COMPUTER	Equipment - Federal Progs >200	SP		10/24/2012
13-P0024816	7,488.22	DELL COMPUTER	Equipment - Federal Progs >200	SP		10/24/2012
13-P0024817	841.75	FISHER SCIENTIFIC	Instructional Supplies	SP		10/24/2012
13-P0024818	782.85	SARGENT WELCH/VWR	Instructional Supplies	SP		10/24/2012
13-P0024819	77.80	EDMUND SCIENTIFICS	Instructional Supplies			10/24/2012
13-P0024820	504.02	FISHER SCIENTIFIC	Instructional Supplies			10/24/2012
13-P0024821	500.26	ORLANDI STATUARY CO INC	Instructional Supplies	SP		10/24/2012
13-P0024822	824.28	COVINGTON STEPHANIE	Books, Mags & Ref Mat, Non-Lib	SP		10/24/2012
13-P0024823	444.41	TRICAM INC	Food and Food Service Supplies	SP		10/24/2012
13-P0024824	444.41	TRICAM INC	Food and Food Service Supplies	SP		10/24/2012
13-P0024825	444.41	TRICAM INC	Food and Food Service Supplies	SP		10/24/2012
13-P0024826	600.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		10/24/2012
13-P0024827	1,015.00	DON BOOKSTORE	Non-Instructional Supplies	SP		10/24/2012
13-P0024828	550.00	RIDDELL ALL AMERICAN	Repair & Replacement Parts			10/24/2012
13-P0024829	500.00	ENTERPRISE HOLDINGS INC	Transportation - Student	SP		10/24/2012
13-P0024830	13.99	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		10/24/2012
13-P0024831	269.36	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		10/24/2012
13-P0024832	953.94	FRANKLIN AIR CONDITIONING	Contracted Repair Services	SP		10/24/2012
13-P0024833	104.50	PROFESSIONAL PLUMBING &	Contracted Repair Services	SP		10/24/2012
13-P0024834	129.25	MEDCO/PATTERSON MEDICAL	Instructional Supplies	SP		10/25/2012
13-P0024835	376.72	SCANTRON CORP	Instructional Supplies	SP		10/25/2012

Legend: * = Multiple Accounts for this P.O. SP = Special Project

5.23 (8)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
13-P0024836	568.92	TOMARK SPORTS INC	Instructional Supplies	SP		10/25/2012
13-P0024837	4,140.66	BEDROCK SPORTS INC	Instructional Supplies	SP		10/25/2012
13-P0024838	109.28	PARADISE BAKERY & CAFE	Food and Food Service Supplies	SP		10/25/2012
13-P0024839	293.29	KELLY PAPER	Instructional Supplies	SP		10/25/2012
13-P0024840	322.64	SARGENT WELCH/VWR INT'L	Instructional Supplies			10/25/2012
13-P0024841	331.60	AMERICAN EXPRESS	Conference Expenses	SP		10/25/2012
13-P0024842	580.88	CALIFORNIA ULTIMATE DESIGNS	Instructional Supplies	SP		10/25/2012
13-P0024843	1,111.99	SPORTS PAGE SOCCER WAREHOUSE	Instructional Supplies	SP		10/25/2012
13-P0024844	949.55	SPORTS PAGE SOCCER WAREHOUSE	Instructional Supplies	SP		10/25/2012
* 13-P0024845	205.38	KELLY PAPER	Non-Instructional Supplies			10/25/2012
13-P0024846	1,947.00	XPEDX PAPER CO	Non-Instructional Supplies			10/25/2012
13-P0024847	1,472.28	HOFFMAN SOUTHWEST CORP	Contracted Repair Services			10/25/2012
13-P0024848	1,181.68	PESTAL PETER A.	Contracted Repair Services	SP		10/25/2012
* 13-P0024849	7,811.87	GARV INC	Equip/Software - >\$200 <\$1,000	SP	BOND	10/26/2012
13-P0024850	581.85	FOUNDATION FITNESS LLC	Equip/Software - >\$200 <\$1,000	SP	BOND	10/26/2012
13-P0024851	6,874.46	PROMAXIMA MFG LTD	Equipment - All Other > \$1,000	SP	BOND	10/26/2012
13-P0139260	6,000.00	CITY OF FULLERTON	Instructional Agrmt - Salary			10/10/2012
13-P0139269	1,034.40	XEROX CORP	Excess/Copies Useage			10/10/2012
13-P0139270	5,072.00	MANZANITA SELF STORAGE LLC	Rental - Facility (Short-term)			10/10/2012
13-P0139271	3,720.00	ORKIN PEST CONTROL	Maint/Oper Service Agreements			10/10/2012
13-P0139273	495.00	SYSTEM ONE BUSINESS PRODUCTS	Maint Contract - Office Equip	SP		10/16/2012
13-P0139274	129.30	XEROX CORP	Excess/Copies Useage			10/17/2012
13-P0139275	12,648.00	ORKIN PEST CONTROL	Maint/Oper Service Agreements			10/18/2012
13-P0139276	210,000.00	THE WRIGHT GROUP INC	Legal Expenses			10/22/2012

Grand Total: \$ 874,401.16

5.23 (9)

Legend: * = Multiple Accounts for this P.O. **SP** = Special Project

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM OCTOBER 7, 2012 THROUGH OCTOBER 27, 2012
BOARD MEETING OF NOVEMBER 13, 2012**

P.O. #	Amount	Description	Department	Comment
13-P0024715	\$52,726.64	Lincoln multi-process welders and related components	SAC-Human Services & Technology	Received Quotations: 1) *Airgas, Inc. 2) Sims Orange Welding Supply 3) Lincoln Electric Co. *Successful Bidder
13-P0024742	\$28,841.19	Network switches, software support and licenses	DO-ITS	Purchased from Western State Contracting Alliance (WSCA) Master Price Agreement #7-09-70-14 Board approved: October 8, 2012
13-P0024761	\$66,776.00	Sewer user fees for 2012-13 calendar year	DO-Support Services	
13-P0024780	\$28,374.26	Manufacturing of concrete blocks related to the construction of the new entrance at Santa Ana College	DO-Facility Planning	Blocks are to match existing materials selected and approved by the architect
13-P0139276	\$210,000.00	Professional services to conduct background checks, surveillance and security consulting	DO-Human Resources	Board approved: August 22, 2011 Amendment approved: August 20, 2012

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Educational Services

To: Board of Trustees	Date: November 13, 2012
Re: Approval of Resource Development Items	
Action: Request for Approval	

ANALYSIS

Items for the following categorical programs have been developed:

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
<p>1. Basic Skills Initiative (SAC & SCC) Funds from the California Community College Chancellor’s Office to be used to implement program and curriculum development, professional development, articulation, assessment, counseling, tutoring, coordination, research and purchase of instructional materials directly related to the enhancement of basic skills in educational programs. (12/13). <i>No match required.</i></p> <p align="center">SAC \$498,917 SCC \$184,758</p>	07/01/2012	\$683,675
<p>2. Career Technical Education (CTE) Community Collaborative VI (District) Grant renewal award from the California Community Colleges Chancellor’s Office to provide career exploration for middle school students; develop pathways to automotive/diesel, criminal justice, digital media, welding, engineering/manufacturing, international business programs and education, child care and family services; and to provide professional development and externships for CTE faculty. (12/13). <i>The match required is \$41,135 that consists of 10% of the project director’s salary and benefits.</i></p>	11/01/2012	\$411,350
<p>2. Career Technical Education (CTE) Workforce Innovation Partnerships V (District) Grant renewal award from the California Community Colleges Chancellor’s Office to provide a pathway to STEM areas specifically to the technology sector. CTE college courses will be offered to high school and community college students targeting mobile application development fields to get students motivated to consider careers in software development and related fields such as robotics. (12/13). <i>The match required is \$109,375 that consists of 15% of project director’s salary and benefits at \$23,741, 16% of two CTE Instructors salaries and benefits at \$39,360, and unclaimed indirect at \$46,274.</i></p>	11/01/2012	\$218,750

Fiscal Impact: \$1,363,775	Board Date: November 13, 2012
Item Prepared by: Maria Gil, Interim Resource Development Coordinator	
Item Submitted by: Enrique Perez, Assistant Vice Chancellor, Educational Services	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
4. Center for International Trade Development (CITD) State Trade and Export Program (STEP) II (District) The California Community Colleges Chancellor's Office was awarded a second State Trade and Export Program (STEP) grant from the U. S. Small Business Administration to promote international trade development. To implement the project, the Chancellor's Office is subcontracting to regional Centers for International Trade Development. RSCCD's CITD program has been awarded STEP funds to promote international trade development in the Fashion/Textile Industry. (12/13). <i>The match required is \$26,923 that consists of 14% of project director's salary and benefits at \$17,246 (from CITD state-funded project) and unclaimed indirect at \$9,677.</i>	10/01/2012	\$50,000

RECOMMENDATION

It is recommended that the board approve these items and that the Vice Chancellor of Business Operations/Fiscal Services or his designee be authorized to enter into related contractual agreements on behalf of the district.

Fiscal Impact: \$1,363,775	Board Date: November 13, 2012
Item Prepared by: Maria Gil, Interim Resource Development Coordinator	
Item Submitted by: Enrique Perez, Assistant Vice Chancellor, Educational Services	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

SPECIAL PROJECT DETAILED BUDGET #2082, 2083, 2084, 2085, 2086, 2087, 2088
NAME: BASIC SKILLS INITIATIVE 12/13 - SANTA ANA COLLEGE (Credit)
FISCAL YEAR: 2012/2013

CONTRACT PERIOD: 7/1/2012 - 6/30/2015
 CONTRACT INCOME: \$199,567

PRJ. ADMIN. Linda Rose
 PRJ. DIR. Mary Huebsch
 Date: 10/29/2012

GL Account String	Description	New Budget	
		Debit	Credit
12-2082-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		12,136
12-2082-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	12,136	
	2082 - BSI 13-Prog/Curr Plan & Dev	12,136	12,136
12-2083-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		3,586
12-2083-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	3,586	
	2083 - BSI 13-Student Assessment	3,586	3,586
12-2084-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		9,492
12-2084-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	9,492	
	2084 - BSI 13-Advisement/Counseling	9,492	9,492
12-2085-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		67,381
12-2085-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	67,381	
	2085 - BSI 13-Suppl Instr & Tutoring	67,381	67,381
12-2086-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		4,000
12-2086-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	4,000	
	2086 - BSI 13-Articulation	4,000	4,000
12-2087-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		0
12-2087-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	0	
	2087 - BSI 13-Instr Materials/Equipment	0	0
12-2088-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		102,972
12-2088-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off <i>Coordination @ \$76,119; Research @ \$7,994; Professional Development @ \$18,859</i>	102,972	
	2088 - BSI 13-Coord/Research/Staff Dvlp	102,972	102,972
	TOTAL - Basic Skills Initiative -12/13 (SAC)	199,567	199,567

SPECIAL PROJECT DETAILED BUDGET #2082, 2083, 2084, 2085, 2086, 2087, 2088
NAME: BASIC SKILLS INITIATIVE 12/13 - SANTA ANA COLLEGE (non-credit)
FISCAL YEAR: 2012/2013

CONTRACT PERIOD: 7/1/2012 - 6/30/2015
 CONTRACT INCOME: \$299,350

PRJ. ADMIN. James Kennedy
 PRJ. DIR. Sergio Sotelo
 Date: 10/29/2012

GL Account String	Description	New Budget	
		Debit	Credit
12-2082-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		62,215
12-2082-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	62,215	
	2082 - BSI 13-Prog/Curr Plan & Dev	62,215	62,215
12-2083-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		2,160
12-2083-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	2,160	
	2083 - BSI 13-Student Assessment	2,160	2,160
12-2084-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		76,414
12-2084-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	76,414	
	2084 - BSI 13-Advisement/Counseling	76,414	76,414
12-2085-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		47,056
12-2085-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	47,056	
	2085 - BSI 13-Suppl Instr & Tutoring	47,056	47,056
12-2086-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		38,072
12-2086-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	38,072	
	2086 - BSI 13-Articulation	38,072	38,072
12-2087-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		23,778
12-2087-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	23,778	
	2087 - BSI 13-Instr Materials/Equipment	23,778	23,778
12-2088-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		49,655
12-2088-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In <i>Coordination @ \$49,655; Research -0-; Prof. Dvlp. -0-</i>	49,655	
	2088 - BSI 13-Coord/Research/Staff Dvlp	49,655	49,655
	TOTAL - Basic Skills Initiative -12/13 (CEC)	299,350	299,350

SPECIAL PROJECT DETAILED BUDGET #2082, 2083, 2084, 2085, 2086, 2087, 2088
NAME: BASIC SKILLS INITIATIVE 12/13 - SANTIAGO CANYON COLLEGE
FISCAL YEAR: 2012/2013

CONTRACT PERIOD: 7/1/2012 - 6/30/2015
 CONTRACT INCOME: \$184,758

PRJ. ADMIN. Aracely Mora
 PRJ. DIR. n/a
 Date: 10/29/2012

GL Account String	Description	New Budget	
		Debit	Credit
12-2082-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		109,758
12-2082-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	109,758	
	2082 - BSI 13-Prog/Curr Plan & Dev	109,758	109,758
12-2083-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		4,000
12-2083-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	4,000	
	2083 - BSI 13-Student Assessment	4,000	4,000
12-2084-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		20,000
12-2084-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	20,000	
	2084 - BSI 13-Advisement/Counseling	20,000	20,000
12-2085-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		46,000
12-2085-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	46,000	
	2085 - BSI 13-Suppl Instr & Tutoring	46,000	46,000
12-2086-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		0
12-2086-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	0	
	2086 - BSI 13-Articulation	0	0
12-2087-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		5,000
12-2087-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	5,000	
	2087 - BSI 13-Instr Materials/Equipment	5,000	5,000
12-2088-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		0
12-2088-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	0	
	2088 - BSI 13-Coord/Research/Staff Dvlp	0	0
	TOTAL - Basic Skills Initiative -12/13 (SCC)	184,758	184,758

6.1 (5)

SPECIAL PROJECT DETAILED BUDGET #2208

NAME: Career Technical Education (CTE) Community Collaborative V (District)

FISCAL YEAR: 2012/2013

CONTRACT PERIOD: 11/01/2012 - 10/30/2014
 CONTRACT INCOME: \$411,350
 CONTRACT No. 12-140-870

PRJ. ADMIN. Enrique Perez
 PRJ. DIR. Gustavo Chamorro
 Date: 10/29/2012

GL Account String	Description	New Budget	
		Debit	Credit
11-0000-684000-53330-2110	Classified Management : Digital Media Center		28,478
11-0000-684000-53330-3215	<i>PERS - Non-Instructional : Digital Media Center</i>		3,251
11-0000-684000-53330-3315	<i>OASDI - Non-Instructional : Digital Media Center</i>		1,806
11-0000-684000-53330-3325	<i>Medicare - Non-Instructional : Digital Media Center</i>		422
11-0000-684000-53330-3415	<i>H & W - Non-Instructional : Digital Media Center</i>		5,219
11-0000-684000-53330-3435	<i>H & W - Retiree Fund Non-Inst : Digital Media Center</i>		291
11-0000-684000-53330-3515	<i>SUI - Non-Instructional : Digital Media Center</i>		320
11-0000-684000-53330-3615	<i>WCI - Non-Instructional : Digital Media Center</i>		699
11-0000-684000-53330-3915	<i>Other Benefits - Non-Instructional : Digital Media Center</i>		649
11-2208-684000-53330-2110	Classified Management : Digital Media Center	28,478	
	Gustavo Chamorro, Project Director @ 10%		
11-2208-684000-53330-3215	<i>PERS - Non-Instructional : Digital Media Center</i>	3,251	
11-2208-684000-53330-3315	<i>OASDHI - Non-Instructional : Digital Media Center</i>	1,806	
11-2208-684000-53330-3325	<i>Medicare - Non-Instructional : Digital Media Center</i>	422	
11-2208-684000-53330-3415	<i>H & W - Non-Instructional : Digital Media Center</i>	5,219	
11-2208-684000-53330-3435	<i>H & W - Retiree Fund Non-Inst : Digital Media Cente</i>	291	
11-2208-684000-53330-3515	<i>SUI - Non-Instructional : Digital Media Center</i>	320	
11-2208-684000-53330-3615	<i>WCI - Non-Instructional : Digital Media Center</i>	699	
11-2208-684000-53330-3915	<i>Other Benefits - Non-Instruct : Digital Media Cente</i>	649	
	Total 2208 - CTE Comm. Collab VI (match)	41,135	41,135

Match required is \$41,135 that consists of salary and benefits for Project Director Gustavo Chamorro at 10% from 1/1/13 - 6/30/13 and 15% from 7/1/13 - 11/30/14.

SPECIAL PROJECT DETAILED BUDGET #2208

NAME: Career Technical Education (CTE) Community Collaborative V (District)

FISCAL YEAR: 2012/2013

CONTRACT PERIOD: 11/01/2012 - 10/30/2014
 CONTRACT INCOME: \$411,350
 CONTRACT No. 12-140-870

PRJ. ADMIN. Enrique Perez
 PRJ. DIR. Gustavo Chamorro
 Date: 10/29/2012

GL Account String	Description	New Budget	
		Debit	Credit
SANTA ANA COLLEGE (CASP) - Lilia Tanakeyowma			
12-2208-000000-10000-8659	Other Reimb Categorical Allow : Santa Ana College		95,288
Department 15160 : International Business			
12-2208-050800-15160-1310	Part-Time Instructors : International Business (3 LHE SP14)	3,234	
12-2208-050800-15160-3111	<i>STRS - Instructional : International Business</i>	267	
12-2208-050800-15160-3321	<i>Medicare - Instructional : International Business</i>	47	
12-2208-050800-15160-3431	<i>H & W - Retiree Fund Inst : International Business</i>	32	
12-2208-050800-15160-3511	<i>SUI - Instructional : International Business</i>	35	
12-2208-050800-15160-3611	<i>WCI - Instructional : International Business</i>	78	
Department 15513 : Graphics			
12-2208-061440-15513-1310	Part-Time Instructors : Graphics (3LHE + lab SP14)	4,311	
12-2208-061440-15513-3111	<i>STRS - Instructional : Graphics</i>	356	
12-2208-061440-15513-3321	<i>Medicare - Instructional : Graphics</i>	63	
12-2208-061440-15513-3431	<i>H & W - Retiree Fund Inst : Graphics</i>	43	
12-2208-061440-15513-3511	<i>SUI - Instructional : Graphics</i>	46	
12-2208-061440-15513-3611	<i>WCI - Instructional : Graphics</i>	103	
Department 15711 : Criminal Justice			
12-2208-210500-15711-1310	Part-Time Instructors : Criminal Justice (3 LHE SP14)	3,234	
12-2208-210500-15711-3111	<i>STRS - Instructional : Criminal Justice</i>	267	
12-2208-210500-15711-3321	<i>Medicare - Instructional : Criminal Justice</i>	47	
12-2208-210500-15711-3431	<i>H & W - Retiree Fund Inst : Criminal Justice</i>	32	
12-2208-210500-15711-3511	<i>SUI - Instructional : Criminal Justice</i>	35	
12-2208-210500-15711-3611	<i>WCI - Instructional : Criminal Justice</i>	78	
Department 15752 : Diesel			
12-2208-094700-15752-1313	Beyond Contract-Instructors : Diesel (4LHE +lab SP14)	6,258	
12-2208-094700-15752-3111	<i>STRS - Instructional : Diesel</i>	516	
12-2208-094700-15752-3321	<i>Medicare - Instructional : Diesel</i>	91	
12-2208-094700-15752-3431	<i>H & W - Retiree Fund Inst : Diesel</i>	63	
12-2208-094700-15752-3511	<i>SUI - Instructional : Diesel</i>	68	
12-2208-094700-15752-3611	<i>WCI - Instructional : Diesel</i>	150	
Department 15755 : Manufacturing Technology			
12-2208-095600-15755-1310	Part-Time Instructors : Manufacturing Technology (4LHE SP14)	4,311	
12-2208-095600-15755-3111	<i>STRS - Instructional : Manufacturing Technology</i>	356	
12-2208-095600-15755-3321	<i>Medicare - Instructional : Manufacturing Technology</i>	63	
12-2208-095600-15755-3431	<i>H & W - Retiree Fund Inst : Manufacturing Technology</i>	43	
12-2208-095600-15755-3511	<i>SUI - Instructional : Manufacturing Technology</i>	46	
12-2208-095600-15755-3611	<i>WCI - Instructional : Manufacturing Technology</i>	103	
Department 15756 : Welding			
12-2208-095650-15756-1313	Beyond Contract-Instructors : Welding (4 LHE +lab SP14)	7,653	

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SPECIAL PROJECT DETAILED BUDGET #2208

NAME: Career Technical Education (CTE) Community Collaborative V (District)

FISCAL YEAR: 2012/2013

CONTRACT PERIOD: 11/01/2012 - 10/30/2014
 CONTRACT INCOME: \$411,350
 CONTRACT No. 12-140-870

PRJ. ADMIN. Enrique Perez
 PRJ. DIR. Gustavo Chamorro
 Date: 10/29/2012

GL Account String	Description	New Budget	
		Debit	Credit
12-2208-095650-15756-3111	STRS - Instructional : Welding	631	
12-2208-095650-15756-3321	Medicare - Instructional : Welding	111	
12-2208-095650-15756-3431	H & W - Retiree Fund Inst : Welding	77	
12-2208-095650-15756-3511	SUI - Instructional : Welding	82	
12-2208-095650-15756-3611	WCI - Instructional : Welding	184	
12-2208-095650-15756-6410	Equipment - All Other > \$1,000 : Welding Welding equipment to be used for CASP outreach and training in classroom with capability of portable lab: \$25,000 air generator/welder; \$1,600 plasma cutter; \$3,000 wire mig welder; \$1,000 power mig welder; \$2,300 arc welder; \$2,000 wire feeder; \$1,000 inershield guns; \$3,300 arc/tig welder; \$ 10,000 heavy duty tig welder; \$5,500 precision tig welder.	54,700	
Department 15310 : Counseling			
12-2208-631000-15310-1430	Part-Time Counselors : Counseling (15 LHE SP14)	6,545	
12-2208-631000-15310-3115	STRS - Non-Instructional : Counseling	540	
12-2208-631000-15310-3325	Medicare - Non-Instructional : Counseling	95	
12-2208-631000-15310-3435	H & W - Retiree Fund Non-Inst : Counseling	65	
12-2208-631000-15310-3515	SUI - Non-Instructional : Counseling	72	
12-2208-631000-15310-3615	WCI - Non-Instructional : Counseling	157	
SANTIAGO CANYON COLLEGE (CTE Program and Counseling) - Ruth Babeshoff			
12-2208-000000-20000-8659	Other Reimb Categorical Allow : Santiago Canyon Col		210,155
Department 25230 : Human Development			
12-2208-130500-25230-1310	Part-Time Instructors : Human Development	6,159	
12-2208-130500-25230-3111	STRS - Instructional : Human Development	508	
12-2208-130500-25230-3321	Medicare - Instructional : Human Development	89	
12-2208-130500-25230-3431	H & W - Retiree Fund Inst : Human Development	62	
12-2208-130500-25230-3511	SUI - Instructional : Human Development	68	
12-2208-130500-25230-3611	WCI - Instructional : Human Development	148	
Department 29330 : Education			
12-2208-080100-29330-1310	Part-Time Instructors : Education	6,159	
12-2208-080100-29330-3111	STRS - Instructional : Education	508	
12-2208-080100-29330-3321	Medicare - Instructional : Education	89	
12-2208-080100-29330-3431	H & W - Retiree Fund Inst : Education	62	
12-2208-080100-29330-3511	SUI - Instructional : Education	68	
12-2208-080100-29330-3611	WCI - Instructional : Education	148	
Department 29325 : Counseling			
12-2208-631000-29325-1430	Part-Time Counselors : Counseling (backfill SP14, SU14, FA14)	46,659	
12-2208-631000-29325-1433	Beyond Contract - Counselors : Counseling	23,329	
12-2208-631000-29325-3115	STRS - Non-Instructional : Counseling	5,774	
12-2208-631000-29325-3325	Medicare - Non-Instructional : Counseling	1,015	
12-2208-631000-29325-3435	H & W - Retiree Fund Non-Inst : Counseling	700	
12-2208-631000-29325-3515	SUI - Non-Instructional : Counseling	770	
12-2208-631000-29325-3615	WCI - Non-Instructional : Counseling	1,680	
12-2208-631000-29345-1430	Part-Time Counselors : Pathways to Teaching	22,396	

SPECIAL PROJECT DETAILED BUDGET #2208

NAME: Career Technical Education (CTE) Community Collaborative V (District)

FISCAL YEAR: 2012/2013

CONTRACT PERIOD: 11/01/2012 - 10/30/2014
 CONTRACT INCOME: \$411,350
 CONTRACT No. 12-140-870

PRJ. ADMIN. Enrique Perez
 PRJ. DIR. Gustavo Chamorro
 Date: 10/29/2012

GL Account String	Description	New Budget	
		Debit	Credit
12-2208-631000-29345-1433	Beyond Contract - Counselors : Pathways to Teaching	13,998	
12-2208-631000-29345-1434	Int/Sum Beyond Contr-Counselor : Pathways to Teaching	24,300	
12-2208-631000-29345-2310	Classified Employees - Ongoing : Pathways to Teaching Maria Chaidez, Career Guidance Specialist Grade 11 Step 1, 12 mth PT Ongoing, 0.40FTE (eff. 1/1/13 - 11/30/14)	34,675	
12-2208-631000-29345-3115	<i>STRS - Non-Instructional : Pathways to Teaching</i>	5,007	
12-2208-631000-29345-3215	<i>PERS - Non-Instructional : Pathways to Teaching</i>	3,959	
12-2208-631000-29345-3315	<i>OASDI - Non-Instructional : Pathways to Teaching</i>	2,150	
12-2208-631000-29345-3325	<i>Medicare - Non-Instructional : Pathways to Teaching</i>	1,383	
12-2208-631000-29345-3435	<i>H & W - Retiree Fund Non-Inst : Pathways to Teaching</i>	954	
12-2208-631000-29345-3515	<i>SUI - Non-Instructional : Pathways to Teaching</i>	1,049	
12-2208-631000-29345-3615	<i>WCI - Non-Instructional : Pathways to Teaching</i>	2,289	
12-2208-631000-29345-4610	Non-Instructional Supplies : Pathways to Teaching	1,700	
12-2208-631000-29345-4710	Food and Food Service Supplies : Pathways to Teaching	1,500	
12-2208-631000-29345-5220	Mileage/Parking Expenses : Pathways to Teaching	300	
12-2208-631000-29345-5940	Reproduction/Printing Expenses : Pathways to Teaching	500	
DISTRICT OPERATIONS (Project Management)			
12-2208-000000-50000-8659	Other Reimb Categorical Allow : District Operations		105,907
12-2208-672000-50000-5865	Indirect Costs : District Operations	15,821	
Department 53305 : Educational Services Office			
12-2208-675000-53305-1480	Part-Time Reassigned Time : Educational Services Of	8,720	
12-2208-675000-53305-3115	<i>STRS - Non-Instructional : Educational Services Off</i>	720	
12-2208-675000-53305-3325	<i>Medicare - Non-Instructional : Educational Services</i>	126	
12-2208-675000-53305-3435	<i>H & W - Retiree Fund Non-Inst : Educational Service</i>	87	
12-2208-675000-53305-3515	<i>SUI - Non-Instructional : Educational Services Offi</i>	96	
12-2208-675000-53305-3615	<i>WCI - Non-Instructional : Educational Services Offi</i>	209	
Department 53330 : Digital Media Center			
12-2208-684000-53330-2130	Classified Employees : Digital Media Center	32,055	
12-2208-684000-53330-3215	<i>PERS - Non-Instructional : Digital Media Center</i>	3,660	
12-2208-684000-53330-3315	<i>OASDHI - Non-Instructional : Digital Media Center</i>	2,045	
12-2208-684000-53330-3325	<i>Medicare - Non-Instructional : Digital Media Center</i>	478	
12-2208-684000-53330-3415	<i>H & W - Non-Instructional : Digital Media Center</i>	9,147	
12-2208-684000-53330-3435	<i>H & W - Retiree Fund Non-Inst : Digital Media Cente</i>	330	
12-2208-684000-53330-3515	<i>SUI - Non-Instructional : Digital Media Center</i>	363	
12-2208-684000-53330-3615	<i>WCI - Non-Instructional : Digital Media Center</i>	792	
12-2208-684000-53330-3915	<i>Other Benefits - Non-Instruct : Digital Media Cente</i>	928	
12-2208-684000-53330-4610	Non-Instructional Supplies : Digital Media Center	1,300	
12-2208-684000-53330-6410	Equipment - All Other > \$1,000 : Digital Media Center Set-up portable TV/VIDEO studio for video production classes: Video cameras \$12,000; video switcher \$6,000; teleprompter \$1,000; Adobe software \$1,900; light kit \$2,500; tripods \$750; green-screen \$300; lavalier mics \$1,000; sur mics \$200; shotgun mic \$400; cable kit \$1,000; dollies \$450; installation \$1,530.	29,030	
Total 2208 - CTE Comm. Collab VI		411,350	411,350

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SPECIAL PROJECT DETAILED BUDGET #2209

NAME: NAME: Career Technical Education - Workforce Innovation Partnerships V (District)

FISCAL YEAR: 2012/2013

CONTRACT PERIOD: 11/01/2012 - 10/30/2013
 CONTRACT INCOME: \$218,750
 CONTRACT No. 12-292-870

PRJ. ADMIN. Enrique Perez
 PRJ. DIR. Gustavo Chamorro
 Date: 11/02/2012

GL Account String	Description	New Budget	
		Debit	Credit
11-0000-672000-50000-5865	Indirect Costs : District Operations		46,274
11-2209-672000-50000-5865	Indirect Costs : District Operations (16% of grant-funded direct costs @ \$210,337 x 16% = \$33,654) (20% of district-funded direct costs @ \$63,101 x 20% = \$12,620)	46,274	
11-0000-684000-53330-2110	Classified Management : Digital Media Center Gustavo Chamorro, Project Director @ 15%		16,273
11-0000-684000-53330-3215	PERS - Non-Instructional : Digital Media Center		1,858
11-0000-684000-53330-3315	OASDI - Non-Instructional : Digital Media Center		1,032
11-0000-684000-53330-3325	Medicare - Non-Instructional : Digital Media Center		241
11-0000-684000-53330-3415	H & W - Non-Instructional : Digital Media Center		3,218
11-0000-684000-53330-3435	H & W - Retiree Fund Non-Instr : Digital Media Center		166
11-0000-684000-53330-3515	SUI - Non-Instructional : Digital Media Center		183
11-0000-684000-53330-3615	WCI - Non-Instructional : Digital Media Center		399
11-0000-684000-53330-3915	Other Benefits - Non-Instructional : Digital Media Center		371
11-2209-684000-53330-2110	Classified Management : Digital Media Center Gustavo Chamorro, Project Director @ 15%	16,273	
11-2209-684000-53330-3215	PERS - Non-Instructional : Digital Media Center	1,858	
11-2209-684000-53330-3315	OASDI - Non-Instructional : Digital Media Center	1,032	
11-2209-684000-53330-3325	Medicare - Non-Instructional : Digital Media Center	241	
11-2209-684000-53330-3415	H & W - Non-Instructional : Digital Media Center	3,218	
11-2209-684000-53330-3435	H & W - Retiree Fund Non-Instr : Digital Media Center	166	
11-2209-684000-53330-3515	SUI - Non-Instructional : Digital Media Center	183	
11-2209-684000-53330-3615	WCI - Non-Instructional : Digital Media Center	399	
11-2209-684000-53330-3915	Other Benefits - Non-Instructional : Digital Media Center	371	
11-0000-070600-25124-1110	Contract Instructors : Computer Science		16,212
11-0000-070600-25124-3111	STRS - Instructional : Computer Science		1,337
11-0000-070600-25124-3321	Medicare - Instructional : Computer Science		238
11-0000-070600-25124-3411	H & W - Instructional : Computer Science		2,018
11-0000-070600-25124-3431	H & W - Retiree Fund Inst : Computer Science		164
11-0000-070600-25124-3511	SUI - Instructional : Computer Science		181
11-0000-070600-25124-3611	WCI - Instructional : Computer Science		394
11-0000-070600-25124-3911	Other Benefits - Instructional : Computer Science		200
11-2209-070600-25124-1110	Contract Instructors : Computer Science Ron Kessler, CTE Instructor @ 16%, eff. 11/1/12	16,212	
11-2209-070600-25124-3111	STRS - Instructional : Computer Science	1,337	
11-2209-070600-25124-3321	Medicare - Instructional : Computer Science	238	
11-2209-070600-25124-3411	H & W - Instructional : Computer Science	2,018	
11-2209-070600-25124-3431	H & W - Retiree Fund Inst : Computer Science	164	
11-2209-070600-25124-3511	SUI - Instructional : Computer Science	181	
11-2209-070600-25124-3611	WCI - Instructional : Computer Science	394	
11-2209-070600-25124-3911	Other Benefits - Instructional : Computer Science	200	
11-0000-100200-25421-1110	Contract Instructors : Art Robert Miller, Cte Instructor @ 16%, eff. 11/1/12		12,978
11-0000-100200-25421-3111	STRS - Instructional : Art		1,071
11-0000-100200-25421-3321	Medicare - Instructional : Art		191
11-0000-100200-25421-3411	H & W - Instructional : Art		3,583
11-0000-100200-25421-3431	H & W - Retiree Fund Inst : Art		132
11-0000-100200-25421-3511	SUI - Instructional : Art		145
11-0000-100200-25421-3611	WCI - Instructional : Art		316

6.1 (10)

SPECIAL PROJECT DETAILED BUDGET #2209

NAME: NAME: Career Technical Education - Workforce Innovation Partnerships V (District)

FISCAL YEAR: 2012/2013

CONTRACT PERIOD: 11/01/2012 - 10/30/2013

CONTRACT INCOME: \$218,750

CONTRACT No. 12-292-870

PRJ. ADMIN. Enrique Perez

PRJ. DIR. Gustavo Chamorro

Date: 11/02/2012

GL Account String	Description	New Budget	
		Debit	Credit
11-0000-100200-25421-3911	<i>Other Benefits - Instructional : Art</i>		200
11-2209-061400-25421-1110	Contract Instructors : Art	12,978	
	Robert Miller, Cte Instructor @ 16%, eff. 11/1/12		
11-2209-061400-25421-3111	<i>STRS - Instructional : Art</i>	1,071	
11-2209-061400-25421-3321	<i>Medicare - Instructional : Art</i>	191	
11-2209-061400-25421-3411	<i>H & W - Instructional : Art</i>	3,583	
11-2209-061400-25421-3431	<i>H & W - Retiree Fund Inst : Art</i>	132	
11-2209-061400-25421-3511	<i>SUI - Instructional : Art</i>	145	
11-2209-061400-25421-3611	<i>WCI - Instructional : Art</i>	316	
11-2209-061400-25421-3911	<i>Other Benefits - Instructional : Art</i>	200	
	Total 2209 - CTE WIP V (match)	109,375	109,375

The match required is \$109,375 that consists of 15% of project director's salary and benefits at \$23,741, 16% of two CTE Instructors salaries and benefits at \$39,360, and unclaimed indirect at \$46,274.

SPECIAL PROJECT DETAILED BUDGET #2209

NAME: NAME: Career Technical Education - Workforce Innovation Partnerships V (District)

FISCAL YEAR: 2012/2013

CONTRACT PERIOD: 11/01/2012 - 10/30/2013
 CONTRACT INCOME: \$218,750
 CONTRACT No. 12-292-870

PRJ. ADMIN. Enrique Perez
 PRJ. DIR. Gustavo Chamorro
 Date: 11/02/2012

GL Account String	Description	New Budget	
		Debit	Credit
SANTIAGO CANYON COLLEGE - Corine Doughty			
12-2209-000000-20000-8659	Other Reimb Categorical Allow : Santiago Canyon Col		90,037
Department 25124 : Computer Science			
12-2209-070600-25124-1310	Part-Time Instructors : Computer Science	6,467	
12-2209-070600-25124-3111	STRS - Instructional : Computer Science	534	
12-2209-070600-25124-3321	Medicare - Instructional : Computer Science	94	
12-2209-070600-25124-3431	H & W - Retiree Fund Inst : Computer Science	65	
12-2209-070600-25124-3511	SUI - Instructional : Computer Science	70	
12-2209-070600-25124-3611	WCI - Instructional : Computer Science	155	
12-2209-070600-25124-5940	Reproduction/Printing Expenses : Computer Science	500	
12-2209-070600-25124-5950	Software License and Fees : Computer Science	2,000	
12-2209-600200-25124-1480	Part-Time Reassigned Time : Computer Science	2,500	
12-2209-600200-25124-3115	STRS - Non-Instructional : Computer Science	206	
12-2209-600200-25124-3325	Medicare - Non-Instructional : Computer Science	36	
12-2209-600200-25124-3435	H & W - Retiree Fund Non-Inst : Computer Science	25	
12-2209-600200-25124-3515	SUI - Non-Instructional : Computer Science	28	
12-2209-600200-25124-3615	WCI - Non-Instructional : Computer Science	60	
Department 25421 : Art			
12-2209-061400-25421-1310	Part-Time Instructors : Art	6,467	
12-2209-061400-25421-3111	STRS - Instructional : Art	534	
12-2209-061400-25421-3321	Medicare - Instructional : Art	94	
12-2209-061400-25421-3431	H & W - Retiree Fund Inst : Art	65	
12-2209-061400-25421-3511	SUI - Instructional : Art	70	
12-2209-061400-25421-3611	WCI - Instructional : Art	155	
12-2209-061400-25421-5100	Contracted Services : Art Consulting Services - To implement a Career Pathways day with Vital Link where high school students can meet with employers in the App. Development field for information about career and job opportunities, as well as the types of skills required at \$7,500.	7,500	
12-2209-061400-25421-5940	Reproduction/Printing Expenses : Art	4,000	
12-2209-061400-25421-6410	Equipment - All Other > \$1,000 : Art Media equipment to be used for customized learning lab set-up to meet the needs of App. Development instructional applications: \$14,167 laptops; \$5,950 robotics shield kits; \$4,743 Ard/Net/NetMini boards; \$1,500 sensors; \$998 mounting brackets; \$3,998 starter kits; \$7,057 Apple iPad lab devices; \$13,160 iPad Wi-Fi Pack; \$198 Apple TV; \$299 Developer Prog.; \$2,000 Apps license.	52,070	
12-2209-600200-25421-1480	Part-Time Reassigned Time : Art	2,500	
12-2209-600200-25421-3115	STRS - Non-Instructional : Art	206	
12-2209-600200-25421-3325	Medicare - Non-Instructional : Art	36	
12-2209-600200-25421-3435	H & W - Retiree Fund Non-Inst : Art	25	
12-2209-600200-25421-3515	SUI - Non-Instructional : Art	28	
12-2209-600200-25421-3615	WCI - Non-Instructional : Art	60	
12-2209-631000-25421-1430	Part-Time Counselors : Art	3,054	
12-2209-631000-25421-3115	STRS - Non-Instructional : Art	252	
12-2209-631000-25421-3325	Medicare - Non-Instructional : Art	44	
12-2209-631000-25421-3435	H & W - Retiree Fund Non-Inst : Art	30	

6.1 (12)

SPECIAL PROJECT DETAILED BUDGET #2209

NAME: NAME: Career Technical Education - Workforce Innovation Partnerships V (District)

FISCAL YEAR: 2012/2013

CONTRACT PERIOD: 11/01/2012 - 10/30/2013
 CONTRACT INCOME: \$218,750
 CONTRACT No. 12-292-870

PRJ. ADMIN. Enrique Perez
 PRJ. DIR. Gustavo Chamorro
 Date: 11/02/2012

GL Account String	Description	New Budget	
		Debit	Credit
12-2209-631000-25421-3515	<i>SUI - Non-Instructional : Art</i>	34	
12-2209-631000-25421-3615	<i>WCI - Non-Instructional : Art</i>	73	
DISTRICT OPERATIONS (Project Management)			
12-2209-000000-50000-8659	Other Reimb Categorical Allow : District Operations		128,713
12-2209-672000-50000-5865	Indirect Costs : District Operations	8,413	
12-2209-675000-53305-1480	Part-Time Reassigned Time : Educational Services Staff Development (stipends for 20 teachers @ \$500/each)	10,000	
12-2209-675000-53305-3115	<i>STRS - Non-Instructional : Educational Services</i>	825	
12-2209-675000-53305-3325	<i>Medicare - Non-Instructional : Educational Services</i>	145	
12-2209-675000-53305-3435	<i>H & W - Retiree Fund Non-Inst : Educational Services</i>	100	
12-2209-675000-53305-3515	<i>SUI - Non-Instructional : Educational Services</i>	110	
12-2209-675000-53305-3615	<i>WCI - Non-Instructional : Educational Services</i>	240	
12-2209-684000-53330-2320	Classified Employees - Hourly : Digital Media Center Business Services Coord. \$22.33/hr x 39 hrs/wk x 39 wks	16,547	
12-2209-684000-53330-3325	<i>Medicare - Non-Instructional : Digital Media Center</i>	240	
12-2209-684000-53330-3335	<i>PARS - Non-Instructional : Digital Media Center</i>	215	
12-2209-684000-53330-3435	<i>H & W - Retiree Fund Non-Inst : Digital Media Center</i>	165	
12-2209-684000-53330-3515	<i>SUI - Non-Instructional : Digital Media Center</i>	182	
12-2209-684000-53330-3615	<i>WCI - Non-Instructional : Digital Media Center</i>	396	
12-2209-684000-53330-4610	Non-Instructional Supplies : Digital Media Center	500	
12-2209-684000-53330-4710	Food and Food Service Supplies : Digital Media Center	500	
12-2209-684000-53330-5100	Contracted Services : Digital Media Center Consulting Services - Topgallant Group will work with partners to align curricula to industry standards at \$46,000; Nueva Vista Media, Inc. will produce an outreach campaign to promote a new STEM App Development course at SCC @ \$34,300	80,300	
12-2209-684000-53330-5800	Advertising : Digital Media Center	5,500	
12-2209-684000-53330-5950	Software License and Fees : Digital Media Center	2,035	
12-2209-684000-53330-6410	Equipment - All Other > \$1,000 : Digital Media Center Docking station at DMC for mini-training internship location for students includes Apple Mac Mini, display, extended keyboard, trackpad, thunderbolt cable and care protection support plan.	2,300	
Total 2209 - CTE WIP V		218,750	218,750

SPECIAL PROJECT DETAILED BUDGET #1244

NAME: EWD - CITD STEP II

FISCAL YEAR: 2012/2013

CONTRACT PERIOD: 10/01/2012 - 09/30/2013

CONTRACT AWARD: \$50,000

Sub-award from BOG CCC Chancellor's Office (federal funds)

PROJ ADM: Enrique Perez

PROJ DIR: Jetza Torres

Date: 11/02/2012

GL Account String	Description	New Budget	
		Credit	Debit
11-0000-672000-50000-5865	Indirect Costs : District Operations		9,677
11-1244-672000-50000-5865	Indirect Costs : District Operations	9,677	
	Total 1244 - CITD STEP II (match)	9,677	9,677
12-1244-000000-50000-8659	Other Reimb Categorical Allow : District Operations		50,000
12-1244-672000-50000-5865	Indirect Costs : District Operations @ 4%	1,923	
12-1244-675000-53210-5210	Conference Expenses : Ctr for Intl Trade Dev Office IM Internation Fashion Trade Show six days/nights for three attendees @ \$2,610/ea to provide airfare, lodging, per diem, and transporation.	7,830	
12-1244-684000-53210-5800	Advertising : Ctr for Intl Trade Dev Office - trade show advertising and promotion	5,000	
12-1244-684000-53210-5100	Contracted Services : Ctr for Intl Trade Dev Office Pavillion exhibitions for 10 US exporters @ \$2,500/ea x 4 days.	35,247	
	Total 1244 - CITD STEP II (funded)	50,000	50,000

The match required is \$26,923 that consists of 14% of project director's salary and benefits at \$17,246 (from CITD state-funded project) and unclaimed indirect at \$9,677.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**HUMAN RESOURCES AND EDUCATIONAL SERVICES**

To: Board of Trustees	Date: November 13, 2012
Re: Approval of New District Logo	
Action: Request for Approval	

BACKGROUND

The District is in the process of redesigning and updated its website, which will include more functionality and a more modern color scheme. The Chancellor asked the Public Affairs and Publications Department to redesign the District logo in colors that were more compatible with the new website and incorporated themes from both colleges.

ANALYSIS

Several versions of the logo were developed by the graphic designers at both colleges. The attached design was reviewed by the District Council and selected as the preferred design. The logo will be phased in on all new documents and publications.

RECOMMENDATION

It is recommended that the Board of Trustees approve the new RSCCD logo.

Fiscal Impact: None	Board Date: November 13, 2012
Item Prepared by: John Didion, Executive Vice Chancellor, Human Res. & Ed. Services	
Item Submitted by: John Didion, Executive Vice Chancellor, Human Res. & Ed. Services	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	



RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Office of the Chancellor

To:	Board of Trustees	Date: November 13, 2012
Re:	Board of Trustees Express Interest in Board Officer Positions	
Action:	Information	

BACKGROUND

At the July 26, 2010, board meeting the board approved changes to BP 2210 –Officers to include the following:

At the board meeting immediately prior to the annual organizational meeting, the Board President shall solicit expressions of interest from members of the Board, or any newly elected members of the Board, regarding service as President, Vice President, or Clerk of the Board, as well as any committee assignments.

At the July 26, 2010, board meeting the board approved changes to BP 2305 – Annual Organizational Meeting to include the following:

At the annual organizational meeting, the Board President shall solicit expressions of interest from members of the Board, or any newly elected members of the Board, regarding service as President, Vice President or Clerk of the Board, as well as any committee assignments.

ANALYSIS

Board members will have two opportunities (at the November meeting and at the December meeting) to express interest regarding service as president, vice president, and clerk for 2012-2013.

RECOMMENDATION

The board president shall solicit expressions of interest from board members regarding service as president, vice president, and clerk for 2012-2013.

Fiscal Impact: None	Board Date: November 13, 2012
Prepared by: Anita Lucarelli, Executive Assistant to the Board of Trustees	
Submitted by: Raúl Rodriguez, Ph.D., Chancellor	
Recommended by: Raúl Rodriguez, Ph.D., Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**HUMAN RESOURCES DOCKET
MANAGEMENT/ACADEMIC
November 13, 2012**

MANAGEMENT

New Job Description/Attachment #1

Dean, Mathematics & Sciences Division
Santiago Canyon College
Academic Administrative
Grade B

Employment Agreement/Attachment #2

Collins, Dr. Michael
Vice President
Administrative Services
Santa Ana College

Interim to Permanent

Nguyen, Tuyen
From: Interim Associate Registrar
To: Registrar
Admission & Records
Santiago Canyon College

Effective: October 30, 2012
Salary Placement: G-1 \$81,485.59

Interim Assignment

Soto, Roslyn
Director, Special Programs
Student Services
Santiago Canyon College

Effective: October 23, 2012 – June 30, 2013
Hourly Placement: H-1 \$37.03/Hour

FACULTY

Stipends

Bailey, Denise
Assistant Professor, Chemistry
Mathematics & Sciences Division
Santiago Canyon College

Effective: October 30, 2012
Amount: \$100.00
Reason: Staff Development
(Title V HSI Project)

FACULTY (CONT'D)

Stipends (cont'd)

Elchlepp, Elizabeth
Professor, English
Arts, Humanities & Social
Sciences Division/Library
Santiago Canyon College

Effective: October 22, 2012
Amount: \$1,077.00
Reason: Other Interdisciplinary Study
(General Purpose)

Hauscarriague, Anne
Professor, Mathematics
Mathematics & Sciences Division
Santiago Canyon College

Effective: October 15, 2012
Amount: \$300.00
Reason: Staff Development
(Title V HSI Project)

Lui, Anson
Assistant Professor, Biology
Mathematics & Sciences Division
Santiago Canyon College

Effective: October 12 2012
Amount: \$60.00
Reason: Staff Development
(Title V HSI Project)

Lui, Anson
Assistant Professor, Biology
Mathematics & Sciences Division
Santiago Canyon College

Effective: October 15, 2012
Amount: \$300.00
Reason: Staff Development
(Title V HSI Project)

Swift, Cynthia
Associate Professor, Physics
Mathematics & Sciences Division
Santiago Canyon College

Effective: October 15, 2012
Amount: \$300.00
Reason: Staff Development
(Title V HSI Project)

Wada, Jeffrey
Assistant Professor, Chemistry
Mathematics & Sciences Division
Santiago Canyon College

Effective: October 15, 2012
Amount: \$300.00
Reason: Staff Development
(Title V HSI Project)

Change of Assignment

Offutt, Bret

From: Non-paid Instructor of Record
To: Part-time Instructor, Fire Technology
Human Services & Technology Division
Santa Ana College

Effective: November 5, 2012
Hourly Lecture/Lab Rates: I-3 \$51.73/\$43.97

FACULTY (CONT'D)

Part-time Hourly Hires/Rehires

Considine, Daniel
Instructor, Philosophy
Arts, Humanities & Social
Sciences Division/Library
Santiago Canyon College

Effective: January 22, 2013
Hourly Lecture Rate: III-3 \$57.03

Cruz Teposte, Janet
Instructor, ESL
Continuing Education Division (CEC)
Santa Ana College

Effective: October 29, 2012
Hourly Lecture Rate: II-3 \$43.96

Dethlefs, Spencer
Instructor, Mathematics
Science, Mathematics & Health
Sciences Division
Santa Ana College

Effective: January 22, 2013
Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17

Do, Anhvy Thi
Instructor, ESL
Continuing Education Division (CEC)
Santa Ana College

Effective: October 29, 2012
Hourly Lecture Rate: II-4 \$45.05

Heinz, David
Instructor, Water Utility
Business, Career Technical Education Division
Santiago Canyon College

Effective: January 22, 2013
Hourly Lecture Rate: II-3 \$54.32

Huck, Todd
Program Facilitation, Freshman Experience
Counseling Division
Santa Ana College

Effective: October 22, 2012
Hourly Rate: III-4 \$29.94

Musselman, Matthew
Instructor, Mathematics
Mathematics & Sciences Division
Santiago Canyon College

Effective: January 22, 2013
Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17

Palm, Jacob
Psychologist, Health Center
Student Services/Health & Wellness
Santiago Canyon College

Effective: October 17, 2012
Hourly Rate: 1-1 \$70.00

FACULTY (CONT'D)

Part-time Hourly Hires/Rehires (cont'd)

Pereira, Joao Paulo
Instructor, Philosophy
Arts, Humanities & Social
Sciences Division/Library
Santiago Canyon College

Effective: January 22, 2013
Hourly Lecture Rate: III-3 \$57.03

Tumakov, Vladimir
Instructor, Physics/Astronomy
Science, Mathematics & Health
Sciences Division
Santa Ana College

Effective: January 22, 2013
Hourly Lecture/Lab Rates: III-4 \$59.88/\$50.90

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION
DEAN/MATHEMATICS AND SCIENCES**

GENERAL RESPONSIBILITIES

Under the direction of the Vice President of Academic Affairs, the Dean of Mathematics and Sciences is responsible for planning, organizing and supervising all aspects of the Division including delivery, staffing, administrative support, supervision and evaluation of division programs and support staff; as well as student enrollment, progress, evaluation and discipline.

SPECIFIC RESPONSIBILITIES

DEVELOPMENT AND DELIVERY OF DIVISION PROGRAMS

Provides direction and support to faculty in the development of comprehensive Math and Science programs and provides oversight of the Intercollegiate Athletic Program. Fosters collaboration among disciplines and faculty. Attends the College Curriculum and Instruction Council meetings and may serve on the District Curriculum and Instruction Council.

Reviews Division curriculum development proposals, course outlines, program changes, textbook recommendations, plans and proposals for special events, field trip requests, credit by examination requests, and program requirement waivers.

Reviews all Division programs and events for compliance with applicable State and Federal laws; regulations and guidelines; and, District policies and procedures. Demonstrates responsiveness to the needs of a culturally diverse community.

PERSONNEL

Recommends the hire, transfer, suspension, lay-off, recall, promotion, assignment, discipline, training, professional development, and evaluation of work. Mediates grievances of all division personnel. Responsible for administering collective bargaining agreements, employment and promotion selection procedures, compliance with District policies, rules and regulations regarding personnel, evaluation of the performance of academic and classified staff assigned to the Division. Provides direction and assistance wherever a need for improvement is identified.

STUDENTS

Responsible for the discipline of students enrolled in Division courses. Addresses grievances and resolves student problems and complaints.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION
DEAN/MATHEMATICS AND SCIENCES (continued)**

BUDGET/FUNDING/PAYROLL

Develop and manage the Division budget consistent with District policy and sound financial management principles.

PLANNING

Responsible for evaluating proposed offerings, enrollment history, budget, demand and program requirements to determine the number and nature of offerings, scheduling of classes, staffing and available facilities, supplies, equipment, and materials. Monitors enrollment and makes appropriate adjustments according to enrollment demand.

COMMUNITY CONTACT/REPRESENTATION

Must be a highly visible educational leader seeking positions of significant leadership in community institutions, support organizations, committees and State Boards. Communicate with leaders in the private and public sectors and in educational agencies to determine needs for new courses and programs and establish advisory committees as appropriate.

OTHER PROFESSIONAL RESPONSIBILITIES

Significant responsibility for participating on College and District committees and task forces. Performs other duties and special projects as assigned.

ESSENTIAL FUNCTIONS

Supervise all aspects of the planning, funding, coordinating, staffing, delivery, and evaluation of programs in the Division. Supervise the performance of all personnel functions for assigned staff. Use enrollment management tools and data for decision making. Utilize the District integrated information system, Datatel, to facilitate organizational and management practices as they apply to the analysis and evaluation of programs and operational practices. Work with Department Chairs to monitor student learning outcomes and assessment activities at the program and course levels; apply knowledge of accreditation standards of the Accrediting Commission for Community and Junior Colleges and the Western Association of Schools and Colleges, or similar accreditation group; and demonstrate knowledge of and oversee online learning that includes course management systems such as Blackboard. Apply current complex principles and practices of instructional program development and administration; principles and practices of budget preparation and administration; principles of supervision, training and performance evaluation; and pertinent federal, state, and local laws, codes and regulations including the Education Code.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION
DEAN/MATHEMATICS AND SCIENCES (continued)**

REQUIRED SKILLS AND QUALIFICATIONS

Minimum Qualifications: Must possess a Master's degree and at least one year of formal training, internship or leadership experience reasonably related to this administrative assignment.

Required Skills: Ability to prevent and resolve professional and personal conflicts and problems; evaluate instructional content and strategies; analyze and apply laws, rules and regulations involving programs, staff and students; and articulate Division and District plans, goals, programs and requirements at the District, community, state and national levels.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
CLASSIFIED ADMINISTRATOR EMPLOYMENT AGREEMENT**

1. **Parties.** The Rancho Santiago Community College District (“District”), on the one hand, and Michael Collins (“Administrator”), on the other hand, hereby enter into this Classified Administrator Employment Agreement (“Agreement”) pursuant to sub-section “a” of Section 72411 of the *Education Code*. District and Administrator are referred to herein individually as “Party” and collectively as “Parties.”

2. **Position.** District hereby employs Administrator in the position of Vice-President of Administrative Services (“Position”). Administrator is a “classified employee” as defined in sub-section “b” of Section 87001.5 of the *Education Code*, is a “classified administrator” as defined in sub-section “c” of Section 87002 of the *Education Code*, and is a “management employee” as defined in sub-section “g” of Section 3540.1 of the *Government Code*.

3. **Term.** District agrees to employ Administrator, and Administrator agrees to serve in the Position, for the period commencing November 26, 2012 and ending June 30, 2014. If, prior to June 30 of any other year other than the last year of this Agreement the District does not send or deliver a written notice to Administrator that this Agreement shall not be extended for an additional year, then this Agreement automatically shall be extended for one more year. This provision shall not be interpreted in any way to authorize any extended Agreement to be for a term of more than two years. Any notice of non-reemployment in the position must be given by the District at least six (6) months in advance of the date of termination of this Agreement.

4. **General Terms and Conditions of Employment.** This Agreement is subject to all applicable laws of the State of California, the regulations of the Board of Governors of the California Community Colleges, and the rules, regulations, policies, and procedures of the District. These laws, rules, regulations, policies, and procedures, which may be amended, augmented, or repealed from time-to-time, are incorporated into this Agreement.

5. **Duties and Responsibilities.** Administrator agrees to perform all of the duties, and accepts all of the responsibilities, as specified in the job description for the Position, and all duties and responsibilities which may be delegated or assigned to Administrator by the Board of Trustees, the Chancellor, or any supervising administrators. Administrator is expected to devote full efforts and energies to the Position. At any time during the term of this Agreement, the Board of Trustees may adopt or amend the job description for the Position. Administrator may undertake outside professional activities, including consulting, speaking, and writing, either with or without compensation, provided that such activities do not impair the effectiveness of Administrator or interfere with Administrator’s duties. In those cases in which Administrator engages in outside professional activities which generate compensation for services provided, Administrator shall utilize vacation days.

6. **Transfer, Reassignment, or Title Change.** The Chancellor, with the approval of the Board of Trustees, may transfer or reassign Administrator to any position within the District for which Administrator is qualified, and may change the title of the Position, during the term of

this Agreement, but there shall be no loss of compensation by Administrator due to such discretionary transfer, reassignment, or title change.

7. **Salary.** District shall pay an annual salary to Administrator in the amount of \$144,950.62 per academic year (July 1 through June 30), pro-rated if less than a full academic year, paid on a monthly basis. District reserves the right to increase the salary of Administrator during the term of this Agreement, but any such increase shall not be construed as an indication that this Agreement will be renewed or extended. Administrator agrees that District also reserves the right to decrease the salary of Administrator during the term of this Agreement as long as such decrease, on a percentage basis, is no more than what is implemented on a general basis for regular, full-time faculty of the District.

8. **Work Year.** Administrator is a full-time employee of the District with a work year of 12 months per year. Administrator is entitled to be absent during District-designated holidays.

9. **Health and Welfare Benefits.** District shall provide Administrator with the same health and welfare benefits as currently approved or as subsequently modified by the Board of Trustees for all District administrators.

10. **Vacation.** Administrator shall accrue two and one-quarter vacation days for each month of service. Administrator may not accumulate more than 54 days of unused vacation as of July 1 of any academic year.

11. **Leaves.** Administrator shall be entitled to leaves of absence as provided by law or Board Policy, as may be amended from time-to-time.

12. **Teaching Assignments.** Subject to Board approval, and presuming that Administrator meets minimum qualifications, Administrator may serve as an instructor in no more than one class per semester for additional compensation, provided that such teaching does not impair Administrator's service in the Position.

13. **Professional Meetings and Activities.** Prior approval by the Chancellor shall be obtained for Administrator to attend any meeting or activity related to Administrator's employment in the Position. The reasonable and necessary expenses of attendance by Administrator at such a meeting or activity shall be paid by District only if approved by the Chancellor and the Board of Trustees.

14. **Evaluation.** Administrator shall be evaluated in writing at any time by Administrator's immediate supervisor, pursuant to Board Policy and procedures, utilizing established goals and objectives, self-assessments, the job description for the Position, and input from other employees.

15. **Retreat Rights.** Administrator has no retreat rights to any faculty or classified position, except as provided by law.

16. **Dismissal or Imposition of Penalties During the Term of this Agreement.** Pursuant to Section 72411.5 of the *Education Code*, then the grounds for dismissal or for imposition of penalties on Administrator during the term of this Agreement shall be dishonesty,

insubordination, incompetence, unsatisfactory performance, unprofessional conduct, inability to perform, persistent or serious violation of law or of Board Policy or procedures, or any material and substantial breach of this Agreement. Administrator shall be entitled to due process protections as required by law.

17. **Resignation.** Administrator may resign from District employment at any time during the term of this Agreement upon 90 days prior written notice to the Board of Trustees, or upon a shorter period of time as may be approved by the Board of Trustees.

18. **Buy-Out of Agreement.** Pursuant to Section 53260 of the *Government Code*, except if District terminates this Agreement pursuant to Section 16 of this Agreement, the maximum cash settlement that Administrator may receive shall be an amount equal to the monthly salary of Administrator multiplied by the number of months left on the unexpired term of this Agreement. However, if the unexpired term of this Agreement is greater than 18 months, the maximum cash settlement shall be an amount equal to the monthly salary of Administrator multiplied by 18. Any cash settlement shall not include any other non-cash items except health benefits which may be continued for the same duration of time as covered in the settlement or until Administrator finds other employment, whichever comes first. If the unexpired term is greater than 18 months, then the maximum time for continued health benefits paid for by District shall be 18 months.

19. **Medical Examination.** Upon request of the Board of Trustees or the Chancellor, Administrator agrees to undergo a comprehensive physical and/or psychiatric examination to determine if Administrator is able, with or without reasonable accommodation, to perform the essential functions of the Position. The costs of any such examination shall be paid for by District. A confidential written report regarding any such examination shall be filed with the Board of Trustees or the Chancellor indicating whether Administrator is able, with or without reasonable accommodation, to perform the essential functions of the Position.

20. **Severability.** If any provision of this Agreement is ruled to be contrary to law, all other provisions of this Agreement shall continue to remain in full force and effect.

21. **Entire Agreement.** This Agreement contains the entire agreement and understanding between the Parties. There are no terms, conditions, or oral understandings not contained in this Agreement.

22. **Amendment.** This Agreement may be modified or superseded only by a written amendment executed by both Parties.

23. **Mandatory Mediation and Arbitration.** Except as otherwise prohibited by law, the Parties agree that any dispute, claim, or controversy arising out of the Parties' employment relationship, including, but not limited to, alleged violations of federal, state, or local statutes, including those prohibiting harassment and discrimination, and any other claims, including alleged violations of any provisions of the *Education Code*, which cannot be resolved through informal and confidential discussions, shall be submitted to mediation, and if mediation is unsuccessful, to binding arbitration before a neutral Arbitrator. The mediator and any necessary Arbitrator shall be selected through Judicial Arbitration & Mediation Services/Endispute (JAMS). Attachment "A" to this Agreement sets forth the procedures to be utilized and is hereby incorporated by reference into this Agreement as if fully set forth within. The Parties

agree that they have carefully read Attachment "A," knowingly agree to all of its contents, and knowingly agree to the covenant to mediate and arbitrate all employment disputes contained in Attachment "A".

24. **Ratification.** The Parties agree that this Agreement is not binding or enforceable unless and until it is duly ratified by the Board of Trustees.

The Parties have duly executed this Agreement on the dates indicated below.

For District

Date

Administrator

Date

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**HUMAN RESOURCES DOCKET
CLASSIFIED
NOVEMBER 13, 2012**

CLASSIFIEDPermanent 2012/2013 CSEA Salary ScheduleReflecting 1.0% Rate Adjustment, Effective July 1, 2012Attachment #1New Appointment

Marquez, Juan Custodian (CL12-0361) Admin. Services/ SCC	Effective: November 26, 2012 Grade 4, Step 1 + 7.5%GY \$34,362.46
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Paz, Blythe Administrative Secretary (CL11-0336) EOPS/ SAC	Effective: October 29, 2012 Grade 12, Step 1 \$44,297.59
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Weekes, Patricia Sr. Clerk-Communications Center (CL12-0350) District Safety	Effective: October 29, 2012 Grade 8, Step 1 \$36,997.52
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Out of Class Assignments

Davis/Stuart Interim-Director, Information Systems/ ITS	Effective: 11/01/12 – 06/30/13 Grade D, Step 1 \$104,068.06 <i>Supervisory</i>
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Johnson, Douglas Interim-Director, Information Systems/ITS	Effective: 11/01/12 – 06/30/13 Grade D, Step 3 \$112,567.90 <i>Supervisory</i>
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Professional Growth Increment

Arvizu, Gloria Learning Center Specialist/ School of Continuing Education/SAC	Effective: July 1, 2012 Grade 8, Step 2 + 2PG \$39,864.98
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Buck, Theresa Library Tech II/ SCC	Effective: July 1, 2012 Grade 12, Step 6 + 2.5%L + 4PG \$60,008.56
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Professional Growth Increment cont'd

Figueroa, Claudia Admin. Clerk/ SBDC	Effective: July 1, 2012 Grade 10, Step 4 + 2.5%Bil + 1PG \$48,819.63
Glomba, Irene Executive Secretary/ School of Continuing Education/SAC	Effective: July 1, 2012 Grade 14, Step 6 + 2.5%L + 1PG \$64,847.63
Martinez, Christine Library Tech II/ SCC	Effective: July 1, 2012 Grade 12, Step 5 +6 PG \$56,925.92
Perales, Debra Sr. Account Clerk/ Fiscal Services	Effective: July 1, 2012 Grade 10, Step 6 + 1PG \$52,454.42
Pov, Tina Data Entry Clerk/ Academic Affairs/ SAC	Effective: July 1, 2012 Grade 5, Step 3 + 1PG \$36,903.33
Prajapati, Jitesh Financial Aid Tech/ SCC	Effective: July 1, 2012 Grade 8, Step 2 + 1PG \$39,753.63
Rodriguez, Maria Admissions & Records Spec. II/ SCC	Effective: July 1, 2012 Grade 8, Step 6 + 6PG \$50,765.73
Thor, Shawn Mailroom-Warehouse Assistant/ Purchasing/District	Effective: July 1, 2012 Grade 8, Step 6 + 6PG \$50,765.73
Tran, Anna Human Resources Tech/ Human Resources	Effective: July 1, 2012 Grade 11, Step 3 + 1PG \$46,895.45
Vu, Vivien Student Program Specialist/ Student Services/ SCC	Effective: July 1, 2012 Grade 10, Step 6 + 5PG \$54,454.42

Change in Position

Arredondo, Sandra Administrative Clerk From: 10 month /Counseling/SAC To: 12 month /Fire Tech/SAC (Reinstated from 39 Month List)	Effective: November 1, 2012 Grade 10, Step 6 + 2.5%L \$53,253.28
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Change in Position cont'd

Tran, Phuoc (John) From: Media Systems Electronic Tech To: Media Systems Electronic Tech Lead (Reclassified)	Effective: October 23, 2012 Grade 15, Step 5 + 10% L \$70,110.30
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Leave of Absence

Tran, Anh Phuong Support Services Assistant/ Academic Affairs/SAC	Effective: 11/14/12 – 12/21/12 Reason: FMLA
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Ratification of Resignation/Retirement

Bernal, Imelda Administrative Clerk/ Child Dev. Services/ School of Continuing Education/SAC	Effective: June 30, 2013 Grade 10, Step 6 + 5%L + 2.5%Bil \$56,851.00
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CLASSIFIED HOURLY

Professional Growth Increment

Connaker, William Learning Assistant/ Learning Center/ SCC	Effective: July 1, 2012 Grade 10, Step A + 2.5%L + 2PG \$19.78/hour + \$41.67/Mo. PG
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Pineda, Maribel Transfer Center Specialist/ Counseling/SAC	Effective: July 1, 2012 Grade 11, Step A + 3 PG \$20.30/Hour + \$62.50/Mo. PG
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Ratification of Resignation/Retirement

Moreno, Maria Instructional Assistant/ Orange Education Center	Effective: October 8, 2012 Reason: Resignation
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Zamudio, Fidel Instructional Assistant/ School of Continuing Education/SAC	Effective: October 30, 2012 Reason: Resignation
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COMMUNITY SERVICE PRESENTERS cont'd
Stipends Effective September 11 – October 10, 2012

Burns, Brigitte	Amount: \$ 98.14
Clary, Ling Ling	Amount: \$ 1,080.00
Crowley, Debra	Amount: \$ 630.00
Dumon, Dori	Amount: \$ 105.00
Dumon, Dori	Amount: \$ 500.00
Eyre, John	Amount: \$ 73.08
Fallgatter, Tarla	Amount: \$ 87.23
Friebert, Martin	Amount: \$ 825.00
Glicksir, Barbara	Amount: \$1,250.00
Hardy, Kamillia	Amount: \$ 668.16
Hogue, Tom	Amount: \$1,052.80
Jackson, Michelle	Amount: \$ 475.64
Krusemark, Leeanne	Amount: \$ 154.91
Mack, Karen	Amount: \$ 287.45
Montelone, Sue	Amount: \$ 131.98
Munoz, Jayne	Amount: \$ 292.50
Nguyen, Phuong	Amount: \$ 137.03
Nolasco, Jeffrey	Amount: \$ 615.00
O'Connell, Jalon	Amount: \$ 36.84
Pratt, Allison	Amount: \$ 436.54
Pratt, Allison	Amount: \$ 814.33

COMMUNITY SERVICE PRESENTERS cont'd
Stipends Effective September 11 – October 10, 2012

Reyes, Alfred	Amount: \$ 462.48
Schindelbeck, Judy	Amount: \$ 800.00
Sheldon, Joel	Amount: \$ 210.00
Sheldon, Joel	Amount: \$ 260.00
Thurston, Dawna	Amount: \$1,080.00
Vallot, Lothar	Amount: \$ 73.08
Watson, Katherine	Amount: \$ 205.32

VOLUNTEERS

Donze, Hayden Student Volunteer/ Computer Sci./ SCC & Student Volunteer/ Math & Sci./ SCC	Effective: 11/14/12 – 06/30/13
Gomez De Munoz, Veronica Student Volunteer/ Orange Education Center	Effective: 11/14/12 – 06/20/13
Salinas, Daniel Student Volunteer/ Kinesiology/ SAC	Effective: 11/14/12/ 06/30/13

**SANTA ANA COLLEGE
STUDENT ASSISTANT LIST**

Ahmed, Anna Siddiq	Effective: 10/18/12-06/30/13
Cruz, Ana Gaby	Effective: 10/17/12-06/30/13
Fernandez Martinez, Alexander	Effective: 10/17/12-06/30/13
Hernandez, Beatriz	Effective: 10/08/12-06/30/13
Hernandez, Cindia	Effective: 10/11/12-06/30/13
Hernandez, Maria Guadalupe	Effective: 10/16/12-06/30/13
Hong, Ngoc Ban	Effective: 10/08/12-06/30/13
Jasso, Jacob Nicholas	Effective: 10/11/12-06/30/13
Lien, Huy Nhat	Effective: 10/18/12-06/30/13
Nguyen, Chuong Thi Hoa	Effective: 10/18/12-06/30/13
Phan, Joyce	Effective: 10/16/12-06/30/13
Rodriguez, Eslin T	Effective: 10/11/12-06/30/13
Rodriguez, Yethzira Hayde	Effective: 10/08/12-06/30/13
Tran, Duy Anh Huu	Effective: 10/16/12-06/30/13
Tran, Thu Tam Thi	Effective: 10/11/12-06/30/13

**SANTIAGO CANYON COLLEGE
STUDENT ASSISTANT LIST**

Herrera, Edgar	Effective: 10/23/12 – 06/30/13
Karapetian, Naira	Effective: 10/17/12 – 06/30/13
Marquez, Larry Jr.	Effective: 10/18/12 – 06/30/13
Morin, Shainah	Effective: 10/16/12 – 06/30/13
Patel, Madiha	Effective: 10/16/12 – 06/30/13

Attachment #1

Rancho Santiago Community College District						
CALIFORNIA SCHOOL EMPLOYEE'S ASSOCIATION						
CONTRACT SALARY SCHEDULE						
Effective: JULY 1 , 2012						
GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
1	29,553.52	31,059.97	32,615.43	34,256.60	35,971.27	37,783.92
2	30,398.61	31,905.06	33,509.50	35,199.67	36,975.57	38,849.46
3	31,255.93	32,774.64	34,452.56	36,203.98	38,028.87	39,939.50
4	32,284.73	33,876.93	35,567.10	37,367.50	39,253.63	41,213.25
5	33,338.03	35,015.95	36,767.36	38,604.51	40,539.63	42,572.74
6	34,513.80	36,265.21	38,102.36	40,012.99	42,033.85	44,128.19
7	35,910.03	37,722.68	39,608.82	41,617.42	43,724.02	45,891.84
8	37,367.50	39,253.63	41,213.25	43,319.85	45,487.67	47,765.73
9	38,935.20	40,907.06	42,976.91	45,144.74	47,398.30	49,774.35
10	40,698.85	42,756.45	44,899.79	47,141.10	49,480.39	51,954.42
11	42,511.51	44,630.34	46,859.40	49,235.45	51,709.46	54,293.71
12	44,740.57	47,018.63	49,370.17	51,831.95	54,465.18	57,159.66
13	47,092.11	49,431.41	51,905.43	54,538.67	57,257.64	60,148.08
14	49,627.37	52,113.64	54,734.63	57,465.85	60,380.78	63,405.95
15	52,419.83	55,028.58	57,796.53	60,662.48	63,736.64	66,908.76
16	55,616.46	58,408.92	61,299.35	64,385.75	67,619.13	70,987.22
17	58,911.07	61,862.74	64,961.39	68,219.27	71,648.60	75,261.64
18	62,536.36	65,684.01	68,990.87	72,444.69	76,082.24	79,879.00
19	66,651.57	69,982.92	73,510.23	77,209.02	81,054.77	85,133.23
20	71,195.44	74,759.49	78,495.02	82,402.01	86,578.45	90,889.62
21	76,118.98	79,928.00	83,945.21	88,170.65	92,543.05	97,184.90
22	82,597.97	86,713.18	91,061.08	95,641.70	100,406.02	105,439.79
Based on 12 Month/Year						
Service Recognition:			Differential Pay:			
10 Years	2.5%			Bilingual Requirement		2.5%
15 Years	5.0%			Swing Shift		5%
18 Years	7.5%			Graveyard Shift		7.5%
30 Years	10 %					
1% Rate Adjustment						
Board Approved: November 13, 2012						

Rancho Santiago Community College District						
CALIFORNIA SCHOOL EMPLOYEE'S ASSOCIATION						
HOURLY SALARY SCHEDULE						
Effective: July 1, 2012						
GRADE	STEP A	2.50%	5%	7.50%	0.100	
C	8.95	9.18	9.40	9.62	9.85	
B	11.95	12.25	12.55	12.85	13.15	
A	13.72	14.06	14.40	14.75	15.08	
1	14.16	14.51	14.86	15.22	15.57	
2	14.55	14.92	15.28	15.65	16.01	
3	14.97	15.35	15.72	16.10	16.47	
4	15.46	15.85	16.24	16.63	17.01	
5	15.96	16.36	16.76	17.16	17.55	
6	16.53	16.95	17.36	17.78	18.19	
7	17.20	17.63	18.06	18.48	18.92	
8	17.89	18.34	18.79	19.24	19.68	
9	18.65	19.12	19.58	20.05	20.51	
10	19.49	19.98	20.47	20.95	21.44	
11	20.36	20.87	21.38	21.89	22.40	
12	21.42	21.96	22.49	23.03	23.57	
13	22.56	23.12	23.69	24.25	24.81	
14	23.77	24.36	24.96	25.56	26.15	
15	25.11	25.74	26.36	27.00	27.62	
16	26.64	27.30	27.98	28.64	29.30	
17	28.21	28.91	29.62	30.32	31.03	
18	29.95	30.69	31.45	32.19	32.94	
19	31.93	32.72	33.52	34.32	35.12	
20	34.10	34.96	35.80	36.66	37.51	
21	36.46	37.37	38.28	39.19	40.10	
22	39.56	40.55	41.54	42.53	43.52	
SERVICE RECOGNITION:				DIFFERENTIAL PAY:		
10 Years	2.50%			Bilingual Requirement	2.5%	
15 Years	5.00%					
18 Years	7.50%					
30 Years	10.00%					
* Longevity granted to on-going employees only.						
1% Rate Adjustment						
Board Approved: November 13, 2012						

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Human Resources and Educational Services

To:	Board of Trustees	Date: November 13, 2012
Re:	Approval of Modification to 2012-2013 Employee Calendar	
Action:	Request for Approval	

BACKGROUND

The Board of Trustees approved the contract settlement with CSEA at the October 22, 2012 board meeting. A modification of the 2012-13 Employee Calendar is required to reflect the holiday provisions in that contract settlement.

ANALYSIS

The Board of Trustees originally approved the 2012-13 Employee Calendar on June 28, 2012. Subsequently, the District and CSEA concluded contract negotiations which provided for one day of paid leave (on a one-time basis) on December 31, 2012. Adding this day to the Employee Calendar will extend this leave days to all non-represented employees and enable the district to close facilities on that day for energy conservation.

RECOMMENDATION

It is recommended that the Board of Trustees approve the revised 2012-13 Employee Calendar.

Fiscal Impact: None	Board Date: November 13, 2012
Item Prepared by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Item Submitted by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Item Recommended by: Raul Rodriguez, Ph.D., Chancellor	

RSCCD EMPLOYEE CALENDAR 2012 - 2013

	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
JULY	1	2	3	4	5	6	7	<i>Independence Day: July 4</i>
	8	9	10	11	12	13	14	
	15	16	17	18	19	20	21	
AUGUST	22	23	24	25	26	27	28	
	29	30	31	1	2	3	4	
	5	6	7	8	9	10	11	
SEPTEMBER	12	13	14	15	16	17	18	
	19	20	21	22	23	24	25	
	26	27	28	29	30	31	1	
OCTOBER	2	3	4	5	6	7	8	<i>Labor Day: September 3</i>
	9	10	11	12	13	14	15	
	16	17	18	19	20	21	22	
NOVEMBER	23	24	25	26	27	28	29	
	30	1	2	3	4	5	6	
	7	8	9	10	11	12	13	
DECEMBER	14	15	16	17	18	19	20	
	21	22	23	24	25	26	27	
	28	29	30	31	1	2	3	
JANUARY	4	5	6	7	8	9	10	<i>Veterans Day: November 12</i> <i>Thanksgiving: November 22-23</i>
	11	12	13	14	15	16	17	
	18	19	20	21	22	23	24	
FEBRUARY	25	26	27	28	29	30	1	
	2	3	4	5	6	7	8	
	9	10	11	12	13	14	15	
MARCH	16	17	18	19	20	21	22	<i>Christmas Day: December 25</i> <i>New Years Day: January 1</i>
	23	24	25	26	27	28	29	
	30	31	1	2	3	4	5	
APRIL	6	7	8	9	10	11	12	<i>Martin Luther King Holiday: January 21</i>
	13	14	15	16	17	18	19	
	20	21	22	23	24	25	26	
MAY	27	28	29	30	31	1	2	<i>Lincoln's Birthday: February 15</i> <i>President's Day: February 18</i>
	3	4	5	6	7	8	9	
	10	11	12	13	14	15	16	
JUNE	17	18	19	20	21	22	23	
	24	25	26	27	28	1	2	
	3	4	5	6	7	8	9	
JULY	10	11	12	13	14	15	16	<i>Spring Break: March 27 & 28</i> <i>Cesar Chavez Day: March 29</i>
	17	18	19	20	21	22	23	
	24	25	26	27	28	29	30	
AUGUST	31	1	2	3	4	5	6	
	7	8	9	10	11	12	13	
	14	15	16	17	18	19	20	
SEPTEMBER	21	22	23	24	25	26	27	
	28	29	30	1	2	3	4	
	5	6	7	8	9	10	11	
OCTOBER	12	13	14	15	16	17	18	<i>Memorial Day: May 27</i>
	19	20	21	22	23	24	25	
	26	27	28	29	30	31	1	
NOVEMBER	2	3	4	5	6	7	8	
	9	10	11	12	13	14	15	
	16	17	18	19	20	21	22	
DECEMBER	23	24	25	26	27	28	29	<i>Board Approved: June 18, 2012</i> <i>Revised: November 13, 2012</i>
	30	31	1	2	3	4	5	
	6	7	8	9	10	11	12	
JANUARY	13	14	15	16	17	18	19	
	20	21	22	23	24	25	26	
	27	28	29	30	31	1	2	
FEBRUARY	3	4	5	6	7	8	9	
	10	11	12	13	14	15	16	
	17	18	19	20	21	22	23	
MARCH	24	25	26	27	28	1	2	
	3	4	5	6	7	8	9	
	10	11	12	13	14	15	16	
APRIL	17	18	19	20	21	22	23	
	24	25	26	27	28	29	30	
	31	1	2	3	4	5	6	
MAY	7	8	9	10	11	12	13	
	14	15	16	17	18	19	20	
	21	22	23	24	25	26	27	
JUNE	28	29	30	1	2	3	4	
	5	6	7	8	9	10	11	
	12	13	14	15	16	17	18	
JULY	19	20	21	22	23	24	25	
	26	27	28	29	30	31	1	
	2	3	4	5	6	7	8	
AUGUST	9	10	11	12	13	14	15	
	16	17	18	19	20	21	22	
	23	24	25	26	27	28	29	
SEPTEMBER	30	31	1	2	3	4	5	
	6	7	8	9	10	11	12	
	13	14	15	16	17	18	19	
OCTOBER	20	21	22	23	24	25	26	
	27	28	29	30	31	1	2	
	3	4	5	6	7	8	9	
NOVEMBER	10	11	12	13	14	15	16	
	17	18	19	20	21	22	23	
	24	25	26	27	28	29	30	
DECEMBER	31	1	2	3	4	5	6	
	7	8	9	10	11	12	13	
	14	15	16	17	18	19	20	
JANUARY	21	22	23	24	25	26	27	
	28	29	30	31	1	2	3	
	4	5	6	7	8	9	10	
FEBRUARY	11	12	13	14	15	16	17	
	18	19	20	21	22	23	24	
	25	26	27	28	29	30	1	
MARCH	2	3	4	5	6	7	8	
	9	10	11	12	13	14	15	
	16	17	18	19	20	21	22	
APRIL	23	24	25	26	27	28	29	
	30	31	1	2	3	4	5	
	6	7	8	9	10	11	12	
MAY	13	14	15	16	17	18	19	
	20	21	22	23	24	25	26	
	27	28	29	30	31	1	2	
JUNE	3	4	5	6	7	8	9	
	10	11	12	13	14	15	16	
	17	18	19	20	21	22	23	
JULY	24	25	26	27	28	29	30	
	31	1	2	3	4	5	6	
	7	8	9	10	11	12	13	
AUGUST	14	15	16	17	18	19	20	
	21	22	23	24	25	26	27	
	28	29	30	31	1	2	3	
SEPTEMBER	4	5	6	7	8	9	10	
	11	12	13	14	15	16	17	
	18	19	20	21	22	23	24	
OCTOBER	25	26	27	28	29	30	1	
	2	3	4	5	6	7	8	
	9	10	11	12	13	14	15	
NOVEMBER	16	17	18	19	20	21	22	
	23	24	25	26	27	28	29	
	30	1	2	3	4	5	6	
DECEMBER	7	8	9	10	11	12	13	
	14	15	16	17	18	19	20	
	21	22	23	24	25	26	27	
JANUARY	28	29	30	31	1	2	3	
	4	5	6	7	8	9	10	
	11	12	13	14	15	16	17	
FEBRUARY	18	19	20	21	22	23	24	
	25	26	27	28	29	30	1	
	3	4	5	6	7	8	9	
MARCH	10	11	12	13	14	15	16	
	17	18	19	20	21	22	23	
	24	25	26	27	28	29	30	
APRIL	31	1	2	3	4	5	6	
	7	8	9	10	11	12	13	
	14	15	16	17	18	19	20	
MAY	21	22	23	24	25	26	27	
	28	29	30	1	2	3	4	
	5	6	7	8	9	10	11	
JUNE	12	13	14	15	16	17	18	
	19	20	21	22	23	24	25	
	26	27	28	29	30	31	1	
JULY	2	3	4	5	6	7	8	
	9	10	11	12	13	14	15	
	16	17	18	19	20	21	22	
AUGUST	23	24	25	26	27	28	29	
	30	31	1	2	3	4	5	
	6	7	8	9	10	11	12	
SEPTEMBER	13	14	15	16	17	18	19	
	20	21	22	23	24	25	26	
	27	28	29	30	31	1	2	
OCTOBER	3	4	5	6	7	8	9	
	10	11	12	13	14	15	16	
	17	18	19	20	21	22	23	
NOVEMBER	24	25	26	27	28	29	30	
	1	2	3	4	5	6	7	
	8	9	10	11	12	13	14	
DECEMBER	15	16	17	18	19	20	21	
	22	23	24	25	26	27	28	
	29	30	31	1	2	3	4	
JANUARY	5	6	7	8	9	10	11	
	12	13	14	15	16	17	18	
	19	20	21	22	23	24	25	
FEBRUARY	26	27	28	29	30	31	1	
	2	3	4	5	6	7	8	
	9	10	11	12	13	14	15	
MARCH	16	17	18	19	20	21	22	
	23	24	25	26	27	28	29	
	30	31	1	2	3	4	5	
APRIL	6	7	8	9	10	11	12	