

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees (Regular meeting)**  
**Monday, September 27, 2010**  
**2323 North Broadway, #107**  
**Santa Ana, CA 92706**

**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.

**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 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.

1.4 Approval of Minutes – Regular meeting of September 13, 2010

**Action**

1.5 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.

## **2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

- 2.1 Report from the Chancellor
  - Board Retreat
- 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

## **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
2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

*Quisenberry v. Rancho Santiago Community College Foundation et al, Los Angeles Superior Court Case BC443003*
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

## **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 Changes of Assignments
- Approval of Changes of Assignment from Part-time/Hourly to Long-term Substitute
- Approval of 2010-2011 Contract Extension Days
- Approval of Stipends
- Approval of Adjusted Salary Placements
- Approval of Leaves of Absence
- Approval of Part-time/Hourly Hires/Rehires

### 3.2 Classified Personnel Action

- Approval of Reduction in Force Lay Offs
- Approval of Short Term to Contract Assignments
- Approval of Changes in Salary Placements
- Ratification of Resignations/Retirements
- Approval of New Appointments
- Approval of Temporary to Hourly On Going Assignments
- Approval of Changes in Positions
- 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 Rejection of Claim Action

The district's claim administrator recommends the Board of Trustees authorize the chancellor or his designee to reject claim #10-86134JW.

#### **4.0 INSTRUCTION**

- \*4.1 Ratification of Santa Ana College (SAC) Associate Degrees and Certificates for Spring 2010 Action  
The administration recommends ratification of the recipients of the Santa Ana College associate degrees and certificates for Spring 2010 as presented.
- \*4.2 Ratification of Santiago Canyon College (SCC) Spring 2010 Graduates and Degrees Action  
The administration recommends ratification of the recipients of the SCC associate degrees, certificates of achievements, and certificates for Spring 2010 as presented.
- \*4.3 Approval of Renewal of Nursing, Health Sciences, Occupational Therapy, and Pharmacy Technicians Agreement – Western Medical Center Santa Ana Action  
The administration recommends approval of this clinical affiliation agreement renewal with Western Medical Center Santa Ana.
- \*4.4 Approval of Nursing Agreement – Children’s Hospital at Mission Without Instructor Action  
The administration recommends approval of this clinical affiliation agreement with Children’s Hospital at Mission in Mission Viejo, California.
- \*4.5 Approval of Renewal of OTA Agreement – White Memorial Medical Center Action  
The administration recommends approval of this contract with White Memorial Medical Center in Los Angeles, California.

#### **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 Budget Transfers and Budget Increases/Decreases Action  
The administration recommends approval of budget transfers, increases, and decreases during the month of June 2010.

\* Item is included on the Consent Calendar, Item 1.5.

- \*5.3 Approval of Public Hearing for 2010-2011 Proposed Adopted Budget Action  
The administration recommends the board hold a public hearing on the 2010-2011 proposed adopted budget at the October 11, 2010, board of trustees meeting.
- \*5.4 Approval of Conflict of Interest Code Action  
The administration recommends approval of Appendix A-1 of the Conflict of Interest Code as presented.
- \*5.5 Approval of Asbestos Testing/Monitoring – Child Development Center at Santa Ana College Action  
The administration recommends approval of entering into an agreement with Executive Environmental Services Corporation for monitoring of asbestos abatement as presented.
- \*5.6 Approval of Additional Geotechnical Observation & Testing Services – Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College Action  
The administration recommends approval of the change order for geotechnical observation and testing as presented.
- \*5.7 Approval of Architect Change Order – Athletic/Aquatic Center at Santiago Canyon College Action  
The administration recommends approval of amending and increasing the Austin Company architectural agreement in the amount of \$11,500 as presented.
- \*5.8 Approval of Change Order #1 for Bid #1054 for Landscaping for Science Building (State Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #1 for Marina Landscape, Inc., for Bid #1054 for landscaping for the science building at SCC as presented.
- \*5.9 Approval of Change Order #2 for Bid #1054 for Landscaping for Science Building (Bond Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #2 for Marina Landscape, Inc., for Bid #1054 for landscaping for the science building at SCC as presented.
- \*5.10 Approval of Donation of Fire Engines from City of Orange Action  
The administration recommends approval of accepting the donation of a 1992 Seagraves Fire Engine Pumper and a 1995 Seagraves Fire Engine Pumper from the City of Orange as presented.

- \*5.11 Approval of Termination of Contract with Omega Elevator Corporation and Award of Contract to the Second Lowest Responsible and Responsive Bidder, GMS Elevator Services, Inc. Action  
The administration recommends terminating the contract with Omega Elevator Corporation and awarding the contract including renewals to GMS Elevator Services, Inc., pursuant to Bid #1162, to provide elevator repair and maintenance service to district-owned elevators.
- \*5.12 Approval of Purchase Orders Action  
The administration recommends approval of the purchase order listing for the period August 8, 2010, through September 11, 2010.
- \*5.13 Adoption of Master Sub-Agreement for Entrepreneurship Career Pathways Project and Authorization to Allocate Project Funds to Sub-Recipients Action  
The administration recommends approval of the master sub-agreement for this program and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services to execute these agreements with the community college districts designated by the Chancellor's Office of the California Community Colleges.

## **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:  
- ARCHES Linked Learning Professional Development (SAC) \$ 9,000  
- Early Head Start Expansion (District) \$1,815,450  
- Tech Prep Demonstration Site Grant (SCC) \$ 100,000
- \*6.2 Approval of First Amendment to Sub-Award Agreements between RSCCD and CSU Fullerton Auxiliary Services Cooperation and between RSCCD and NOCCCD – Fullerton College for College Cost Reduction and Access Act (CCRAA) Year 2 Action  
The administration recommends approval of the amendments to the sub-award agreements and authorization be given to the Vice Chancellor of Business Operations/Fiscal Services or his designee to sign the amendments.

\* Item is included on the Consent Calendar, Item 1.5.

- \*6.3 Adoption of Resolution No. 10-21 – California Department of Education (CSPP-0362) Action  
The administration recommends the board adopt the resolution agreement with the California Department of Education which authorizes the chancellor or his designee to sign the contract documents for the 2010-2011 fiscal year.
- 6.4 Approval of Accreditation Follow-up Reports Action  
The administration recommends approval of the follow-up reports for Santa Ana College and Santiago Canyon College and authorization be given to the Chancellor to submit these reports to the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges.
- \*6.5 Approval of Resolution #10-22 authorizing payment to Trustee Absent from Board Meetings Action  
This resolution requests authorization of payment to Lisa Woolery for her absence from board meetings on August 23, 2010, and September 13, 2010, due to family business requiring travel out of the country.
- 6.6 Approval of RSCCD Board Retreat Summary and Chancellor’s Goals Action  
The administration recommends approval of the board retreat summary and chancellor’s goals as established on September 18, 2010.
- 6.7 Reports from Board Committees Information
  - Board Facilities Committee
  - Board Policy Committee
- 6.8 Board Member Comments Information
- 7.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on October 11, 2010.

\* Item is included on the Consent Calendar, Item 1.5.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**2323 North Broadway, #107**  
**Santa Ana, CA 92706**

**Board of Trustees (Regular meeting)**

**Monday, September 13, 2010**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:30 p.m. by Mr. Larry Labrado. Other members present were Mr. Brian Conley, Dr. David Chapel, Mr. John Hanna, Mr. Mark McLoughlin, Mr. Nathan Selvidge, and Mr. Phillip Yarbrough. Ms. Lisa Woolery was not in attendance due to family business requiring travel out of the country.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, Dr. Erlinda Martinez, Dr. Raúl Rodriguez, 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. John Acosta, Santa Ana College Foundation Board Member.

1.3 Public Comment

There were no public comments.

1.4 Approval of Minutes

It was moved by Mr. Conley and seconded by Mr. Selvidge to approve the minutes of the regular meeting held August 23, 2010. Discussion ensued. Mr. McLoughlin asked that the following sentence be removed due to redundancy: “*Mr. Labrado commended the college presidents on their convocations.*” The motion carried unanimously.

1.5 Approval of Consent Calendar

It was moved by Mr. Conley, seconded by Dr. Chapel, and carried unanimously to approve the recommended action on the following items on the Consent Calendar (as indicated by an asterisk on the agenda) with the exception of Item 5.2 (Approval of Addendum to Vicenti, Lloyd & Stutzman, LLP Agreement) and Item 5.3 (Approval of Legal Services Agreement with the Law Offices of Gregory D. Thatch) removed by Mr. McLoughlin; and Item 5.5 (Approval of Architect Contract – Westberg + White, Inc.) and Item 6.3 (First Reading of Accreditation Follow-up Report) removed by Mr. Hanna:

1.5 Approval of Consent Calendar – (cont.)

- 4.1 Approval of Santa Ana College (SAC) School of Continuing Education High School Diploma Program Graduate List 2009-2010  
The board approved and certified the list attached to the agenda of 2009-2010 high school program graduates for the Santa Ana College School of Continuing of Education.
- 4.2 Approval of Santiago Canyon College (SCC), Orange Education Center High School Diploma Program Graduates for 2009-2010  
The board approved and certified the list attached to the agenda of 2009-2010 high school program graduates for the SCC Orange Education Center.
- 4.3 Approval of First Amendment to Fire Technology Classroom Training Agreement with City of Santa Ana: N-2009-135  
The board approved this contract renewal for an additional one-year period through December 31, 2011, with the City of Santa Ana.
- 4.4 Approval of Amendment #1 to Criminal Justice Academies Agreement – County of Orange  
The board approved this amendment with the County of Orange in Santa Ana, California.
- 4.5 Approval of New OTA Agreement – Torrance Memorial Medical Center  
The board approved this contract with Torrance Memorial Medical Center in Torrance, California.
- 4.6 Approval of Nursing Agreement for Buena Park Senior Center  
The board approved this clinical affiliation agreement with Buena Park Senior Center.
- 4.7 Approval of Speech-Language Pathology Assistant Program Agreement with Children’s Speech Care Center  
The board approved the speech-language pathology assistant program agreement with the Children’s Speech Care Center in Torrance, California.
- 4.8 Approval of Distance Education Agreement Renewal with City of Santa Ana  
The board approved the inmate education program affiliation agreement with the City of Santa Ana, California.
- 4.9 Approval of Renewal of OTA Agreement – HCR Healthcare, LLC  
The board approved this contract with HCR Healthcare, LLC, in Toledo, Ohio.

1.5 Approval of Consent Calendar – (cont.)

5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

5.6 Approval of Proposal – HMC Architects – Space Inventory Update

The board approved the proposal from HMC Architects to conduct a space inventory update as presented.

5.7 Approval of Additional Construction Management Services for Santa Ana College Child Development Center, Baseball Field ADA Improvements Project and Project Filing/DSA Closeout Assistance

The board approved the extension of management services for Bernards Management Services as presented.

5.8 Approval of Award of Bid #1164 for Asbestos/Hazardous Material Removal

The board approved awarding Bid #1164 for the asbestos/hazardous material removal to AMPCO Contracting, Inc. as presented.

5.9 Approval of Change Order #6 for Bid #1097 for General Construction for Child Development Center at Santa Ana College

The board approved change order #6 for ISEC, Inc. for Bid #1097 for general construction at the SAC Child Development Center as presented.

5.10 Approval of Change Order #3 for Bid #1109 for Plumbing for Child Development Center at Santa Ana College

The board approved change order #3 for J.M. Farnan Company, Inc. for Bid #1109 for plumbing at the SAC Child Development Center as presented.

5.11 Approval of Notice of Completion for Bid #1156 for Renovation of Child Development Center at Centennial Education Center

The board approved the notice of completion for the renovation of the CEC Child Development Center as presented.

5.12 Approval of Architect Change Order for Humanities Building at Santiago Canyon College

The board approved additional services provided by LPA, Inc. in the amount of \$37,200 as presented.

5.13 Approval of Architect Change Order for Infrastructure Projects at Santiago Canyon College

The board approved additional services provided by LPA, Inc. in the amount of \$46,400 as presented.

1.5 Approval of Consent Calendar – (cont.)

5.14 Approval of Change Order #1 for Bid #1034 for Landscaping for Athletic/Aquatic Center at Santiago Canyon College

The board approved change order #1 for Sierra Landscape Company, Inc., for Bid #1034 for landscaping for the SCC Athletic/Aquatic Center.

5.15 Approval of Change Order #6 for Bid #1076 for Glass/Glazing for the Science Building (Bond Portion) at Santiago Canyon College

The board approved change order #6 for Best Contracting Services, Inc., for Bid #1076 for glass and glazing at the SCC science building as presented.

5.16 Approval of Change Order #6 for Bid #1076 for Glass and Glazing for the Science Building (State Portion) at Santiago Canyon College

The board approved change order #6 for Best Contracting Services, Inc. for Bid #1076 for glass and glazing at the SCC science building as presented.

5.17 Approval of Change Order #1 for Bid #1140 for Plumbing at Chapman Avenue Entry Road and LRC Parking Lot at Santiago Canyon College

The board approved change order #1 for Interpipe Contracting, Inc. for Bid #1140 for plumbing at Chapman Avenue Entry Road and LRC Parking Lot at SCC as presented.

5.18 Approval of Award of Classroom Lease Renewal – Orange Unified School District (OUSD)

The board approved the one-year lease of classroom space with the OUSD for the period of July 1, 2010, through June 30, 2011, as presented.

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:

- Business Entrepreneurship Center (BEC) – HUB (District) \$100,000
- College Assistance Migrant Program (CAMP) – Year 4 (SCC) \$425,000
- NSF Teachers Assisting Students to Excel in Mathematics (TASEL-M) – Year 2 (SAC) \$ 15,902
- NSF TEST:UP – Year 3 (SAC) \$163,390
- Project ASPEN (After School Program Educational Network) (SAC & SCC) \$ 40,000
- Talent Search – Year 2 (SAC) \$320,832
- Youth Empowerment Strategies for Success – Independent Living Program (YESS – ILP) (SAC) \$ 22,500

6.2 Adoption of Resolution No. 10-20 – California Department of Education (CRPM-0080)

The board approved this resolution with the California Department of Education which authorizes the chancellor or his designee to sign the contract agreement and related documents for the 2010-2011 through 2012-2013 fiscal years.

6.4 Adoption of Agreement with University of Southern California School of Social Work for Federal Work Study Interns in Child Development Program

The board approved the agreement with USC School of Social Work, and authorization was given to the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the district.

6.5 Authorization of Signatures

The board approved the list of individuals authorized to sign various documents on behalf of the district.

1.6 Presentation of Proceeds from A Celebration of Leadership: A Tribute to Dr. Edward Hernandez, Jr.

Mr. Labrado asked that this item be delayed until Dr. Hernandez' arrival.

**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

The following college presidents provided reports to the board:

Dr. Erlinda Martínez, President, Santa Ana College (SAC)  
Mr. Juan Vázquez, President, Santiago Canyon College (SCC)

2.3 Report from Student Trustee

Mr. Nathan Selvidge provided a report to the board.

2.4 Reports from Student Presidents

The following student presidents provided reports to the board on behalf of the Associated Student Government (ASG) organizations:

Mr. Kevin Dilger, Student President, Santiago Canyon College  
Ms. Nadia Lopez, Student President, Santa Ana College

## 2.5 Reports from Academic Senate Presidents

The following academic senate presidents provided reports to the board:

Mr. Morrie Barembaum, Academic Senate President, Santiago Canyon College  
Mr. John Zarske, Academic Senate President, Santa Ana College

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to suspend the rules and consider Item 6.3 (First Reading of Accreditation Follow-up Report) at this time.

## 6.3 First Reading of Accreditation Follow-up Report

This item was presented as an informational item for first reading by the board. The board reviewed the documents and Mr. Hanna thanked staff members for their efforts on completing the report.

Mr. Hanna expressed concern that the minutes of the February 22, 2010, board meeting were used as a reference for the presentation of the Board of Trustees timeline for accreditation purposes. Upon reviewing these minutes, Mr. Hanna stated he did not find this reference and expressed concern that an accreditation team member may have the same difficulty. Ms. Jaros and Mr. Didion indicated the timeline was presented as part of the chancellor's report.

It was moved by Mr. Hanna to amend the February 22, 2010, minutes to include:  
*“On February 22, 2010, the chancellor and college presidents reviewed the Commission's action with the Board of Trustees, including the proposed activities and timelines for the preparation of the October 2010 Follow-up Report.”*

Mr. Didion indicated the action requested to amend the February 22, 2010, minutes was not included as an agenda item; therefore, the board is unable to take action on it. If the board requested action on this item, a motion to reconsider the February 22, 2010, minutes would be needed first since the board already approved the minutes. He suggested the accreditation follow-up report include that as part of his report, the chancellor indicated he reviewed the commission's action and presented the proposed activities and timeline for accreditation purposes to the board.

Mr. Hanna withdrew his motion and asked that a transcript of the chancellor's report from February 22, 2010, board meeting be included in the accreditation follow-up report. Mr. Didion indicated this request is possible if the tape is in good condition. Mr. Hanna, Ms. Jaros, and Mr. Didion remembered the chancellor reviewed the commission's action and presented proposed activities and timeline for accreditation purposes to the board at its February 22, 2010, board meeting as part of his report.

Mr. Hanna indicated the tenth page of the accreditation follow-up report references the board's plans to discuss its goals and vision statement for 2010-2011 on November 8. According to BP9022.5 (Board of Trustees Annual Evaluation of District Goals) review of the board's goals and vision statement is separate from the annual self-evaluation meeting which is scheduled to take place on November 8. Mr. Didion will follow-up on Mr. Hanna's concerns.

Mr. Labrado apologized for overlooking Item 2.6.

2.6 Informational Presentation on the Budget

No presentation on the budget was provided since a new budget for California has not been approved.

It was moved by Mr. Yarbrough, seconded by Dr. Chapel, and carried unanimously to suspend the rules and consider Item 5.2 at this time.

5.2 Approval of Addendum to Vicenti, Lloyd & Stutzman, LLP Agreement

It was moved by Mr. Yarbrough and seconded by Mr. Conley to approve the addendum to contract services provided by Vicenti, Lloyd & Stutzman, LLP as presented. Discussion ensued. The motion carried unanimously.

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to suspend the rules and consider Item 5.3 at this time.

5.3 Approval of Legal Services Agreement with the Law Offices of Gregory D. Thatch

It was moved by Mr. Yarbrough and seconded by Mr. Conley to approve this agreement with the law offices of Gregory D. Thatch to provide legal services as presented. Discussion ensued.

It was moved by Mr. Yarbrough and seconded by Mr. McLoughlin to amend the motion to include a not to exceed limit of \$10,000 on the agreement with the law offices of Gregory D. Thatch to provide legal services as presented. Discussion ensued. The motion carried unanimously.

The motion carried unanimously to approve the agreement with the law offices of Gregory D. Thatch to provide legal services not to exceed \$10,000 as presented.

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to suspend the rules and consider Item 5.5 at this time.

5.5 Approval of Architect Contract – Westberg + White, Inc.

It was moved by Mr. Yarbrough and seconded by Mr. Conley to approve the contract with Westberg + White, Inc. as presented. Discussion ensued. The motion carried unanimously.

1.6 Presentation of Proceeds from A Celebration of Leadership: A Tribute to Dr. Edward Hernandez, Jr.

As a result of proceeds raised during Dr. Hernandez' retirement celebration, the following funds were disbursed to college foundations: \$42,256.53 (\$21,125.26 each); restricted funds specific to the SCC soccer program: \$2,000; and restricted funds specific to the SAC nursing program: \$3,500.

Dr. Hernandez was delayed due to traffic and missed the presentation.

**RECESS TO CLOSED SESSION**

The board convened into closed session at 5:38 p.m. to consider the following items:

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
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

Mr. Conley recused himself by leaving the room during discussion of Public Employee Discipline/Dismissal/Release.

Dr. Hernandez arrived during closed session. The board came out of closed session for a short time to take photos with Dr. Hernandez.

**RECONVENE**

The board reconvened at 6:19 p.m.

### Closed Session Report

Mr. Yarbrough reported the board discussed the abovementioned items and took action during closed session to suspend Mr. Peter Martinez, District Safety Officer, for three days.

### Public Comment

There were no public comments.

## **3.0 HUMAN RESOURCES**

### 3.1 Management/Academic Personnel

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

- Approve Revised Job Descriptions
- Approve Permission to Accept Outside Assignments
- Approve Interim to Permanent Positions
- Approve Interim Assignments
- Approve Changes of Location
- Approve Leaves of Absence
- Approve Adjusted End Date for Leave of Absence
- Approve Adjusted Effective Date for Ratification of Resignations/Retirements
- Approve Addition to Assistant Director Assignments/Stipends
- Approve Remove Assistant Assignments/Director Stipends
- Approve Adjusted Stipends
- Approve Part-time/Hourly Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

### 3.2 Classified Personnel

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

- Approve Out of Class Assignments
- Approve Return to Regular Assignments
- Approve Changes in Position
- Approve Leaves of Absence
- Ratify Resignations/Retirements

### 3.2 Classified Personnel – (cont.)

- Approve New Appointments
- Approve Out of Class Assignments
- Approve Temporary Assignments
- Approve Change in Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Community Service Presenters
- Approve Volunteers
- Approve Student Assistant Lists

### 3.3 Approval of Modification to 2010-2011 Employee Calendar

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to approve the revised 2010-2011 employee calendar.

## 4.0 INSTRUCTION

All items were approved as part of Item 1.5 (Consent Calendar).

## 5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1 and 5.6 through 5.18 were approved as part of Item 1.5 (Consent Calendar). Items 5.2, 5.3, and 5.5 were considered after Item 2.6 (Informational Presentation on the Budget). Item 5.4 was deleted from the agenda.

## 6.0 GENERAL

Items 6.1, 6.2, 6.4, and 6.5 were approved as part of Item 1.5 (Consent Calendar). Item 6.3 (First Reading of Accreditation Follow-up Report) was considered after Item 2.5 (Reports from Academic Senate Presidents).

### 6.6 Reports from Board Committees

Mr. Hanna provided a report on the September 13, 2010, Board Facilities Committee meeting.

Mr. Yarbrough provided a report on the August 30, 2010, meeting with Mr. Guy Fox, District Export Council.

6.7 Board Member Comments

Dr. Chapel reported he recently attended the Key to the County breakfast and on behalf of Mr. Hanna, accepted a challenge to the loser of the SAC vs. Fullerton game.

Dr. Chapel indicated he recently asked the chancellor to establish the definition of a quorum relating to board committee meetings.

Mr. Yarbrough expressed favorable comments regarding his recent tour of Santiago Canyon College.

Mr. Yarbrough asked that the following items be provided to the board prior to the Board Retreat on Sept. 18: 1) chancellor's contract; 2) chancellor's job description; and 3) 2010-2011 goals and vision statement.

Board members indicated they were looking forward to the Board Retreat on September 18.

Mr. Hanna challenged Fullerton College to a SCC game of soccer.

Mr. Hanna asked that Board Policy 3503 (Selection of Architects) be placed on the agenda for the Board Policy Committee's review at its September 22 meeting.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on September 27, 2010, at the District Office, 2323 N. Broadway, Santa Ana, California.

There being no further business, Mr. Labrado declared this meeting adjourned at 6:33 p.m.

Respectfully submitted,

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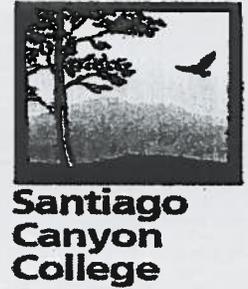
Dr. Raúl Rodríguez  
Chancellor

Approved: \_\_\_\_\_  
Clerk of the Board

Minutes approved: September 27, 2010



**RANCHO SANTIAGO**  
COMMUNITY COLLEGE DISTRICT



2010-2011  
Budget Update

Board of Trustees Meeting  
September 27, 2010

*Item 2.6*

# Adopted Budget Status

## Where are we?

- Normally present proposed Adopted Budget to the Board of Trustees at the first meeting in September
- Last three years have not been normal
- Delay due to lack of enacted State Budget to define state support funding for Prop 98 and community colleges' share

# Adopted Budget Status

## Where are we?

- ▶ Extended adoption of RSCCD Budget from September 27<sup>th</sup> Board of Trustees meeting to October 11<sup>th</sup> meeting
  - No State Budget Act
  - State Chancellor's Office granted a 30 day extension of time for all districts - to October 15<sup>th</sup>
- ▶ September 27<sup>th</sup> (tonight's) RSCCD Board Meeting
  - Public Notice of Public Hearing
  - Share latest information from Sacramento
  - “Preview” of proposed Adopted Budget

# Adopted Budget Status

- Unique situation in that the RSCCD Adopted Budget this year could be considered the Tentative Budget II (TB II)
  - No State Budget Act
  - No indication of what RSCCD state funding eventually will look like
  - There **will be** changes to the RSCCD Adopted Budget once a State Budget is finally enacted
  - TB II is a “placeholder” budget

# Adopted Budget Status

- ▶ **What's the hurry?**
  - Required by Title 5 Regulations
- ▶ **What's the penalty?**
  - Withholding of state apportionment payments
    - ▶ They are already doing that...
    - ▶ Without a State Budget community colleges cannot receive their apportionment payments
- ▶ **Primarily to finalize and report prior year information (CCFS-311 report) and procedurally have a budget in place for operational needs**

# Status of State Budget

- ▶ **Still no approved State Budget**
- ▶ **Record tardy State Budget**
  - Today is day 89 past July 1<sup>st</sup>
  - New record (September 23<sup>rd</sup> old record)
  - Doesn't appear there's urgency yet to pass one
- ▶ **Big 5 claim it's close (as of last Friday)**
  - Agreement on “framework”
  - “Framework” doesn't mean it's a done deal
- ▶ **No proposal to increase student tuition fees in any proposal at this time**
  - Only Legislative Analyst recommends to increase to \$40 per unit

# Status of State Budget

- No information or indication of level of funding for Prop 98 and the community colleges share
- Prop 98 split
  - K-12 vs. community colleges
  - CC's promised 11% share
  - Current deal in excess of 11% split

# Status of State Budget

- ▶ State coffers estimated to run out of cash by the end of October
- ▶ Legislature may put together a quick budget for spending and borrowing authority
- ▶ Legislative members don't want to have voters go to polls on November 2<sup>nd</sup> angry that there is no State Budget

# Status of State Budget

- Expected that the October “get out of town budget” will become imbalanced soon after the November elections
  - Ongoing structural \$20 billion shortfall
- Legislature will wait until new Governor takes office in January to make mid-year fixes
  - Continue to wait for economy to come around with more state revenues
- Educational advisors are expecting mid-year funding reductions to Prop 98

# State Budget

## The Two Current Proposals

- ▶ Governor's May Revise proposal
- ▶ Legislature's Conference Committee Proposal

# Governor's May Revise Proposal

- ▶ (0.38)% - negative COLA
  - RSCCD – loss of approximately \$500,000 in revenue
- ▶ 2.21% for “enrollment funding” (Growth)
  - Partial backfill of current year workload measures reductions (negative growth)
  - RSCCD – approximately \$3 million more in additional revenue
- ▶ Additional Categorical Program reductions and flexibility

# Joint Conference Committee Proposal

- ▶ rejected negative (0.38)% COLA
- ▶ 2.2% “enrollment funding”
  - Workload measures reductions offset
- ▶ \$35 million to backfill American Recovery and Reinvestment Act (ARRA) funds
- ▶ No student fee increase
- ▶ Rejected all proposed cuts to categorical programs
- ▶ Establish statewide JPA to fund Mandated Costs

## More Federal ARRA Funds

- Additional unexpected influx of American Recovery and Reinvestment Act (ARRA) State Stabilization Funds for 2010-2011
- Notified of \$5 million for CA community colleges
  - \$200 million provided for all higher education
  - \$134,583 for RSCCD
- One time funds only for 2010-2011
- Three day spend down rule

# Federal ARRA Funds

- **“General purpose” unrestricted funds**
  - K-12 and other Higher Education funds were general purpose unrestricted
  - CCs must use as general purpose or jeopardize all ARRA State Stabilization funds for Education - \$4.9 billion
  - State Chancellor’s Office – “funds will be general purpose and local boards will be able to spend the dollars as they choose”
- **However application for federal funds was to assist state categorical programs that have suffered major funding reductions**

# Federal ARRA Funds

- RSCCD has allocated these funds between both colleges to help offset reductions to state categorical programs
- Split based on FTES percentages
  - Percentages included in proposed Adopted Budget
- Santa Ana College - \$95,917 (71.27%)
- Santiago Canyon College - \$38,666 (28.73%)

# RSCCD Proposed Adopted Budget

- July 1, 2010 beginning balance (unrestricted) = \$32,192,041
  - Includes \$9.5 million in 5% reserves
  - Tentative Budget estimated - \$28,826,844
- June 30, 2011, projected Ending Balance = \$23,150,372
  - Includes \$10.1 million in 5% reserves
- Spend down of \$9,041,669 in proposed budget in the 2010-2011 budget year

# June 30, 2010 - Ending Balance

- **2009-2010 Additional Revenue - \$9,138,363**
  - \$4.5 million budgeted mid-year apportionment reduction (3% Budget Assumption reduction) that didn't materialize
  - \$2.4 million in state apportionment adjustment for prior year (includes property tax adjustment)
  - \$943k ARRA funds – not budgeted in 2009/2010
  - \$765k increased interest earnings
  - \$329k increased non-resident tuition collections
  - \$202k increased lottery income

# 2009-2010 Expenditure Savings

- **\$5.6 million in salary and benefits savings**
  - Primarily due to hiring freeze
  - Vacant funded positions
  - Some defunded positions

# Proposed Adopted Budget

## ■ Revenue

- Negative Cost of Living Allowance (COLA)
  - Negative 0.38% - approximately \$500,000
- No enrollment growth funding
  - Although current proposal is 2.2% statewide
- Deficit to general apportionment - 3%
  - Approximately \$4.5 million
- Additional workload measures reduction - 2%
  - “Negative growth”
  - Approximately \$3 million

# Proposed Adopted Budget Assumptions

- 5% reserve maintained
- Cash flow monitoring important due to state apportionment deferrals
- Fiscally conservative budgeting approach at this time

# State Budget - What's next?

- ▶ When will there be a state budget?
- ▶ Will there be a suspension of Prop 98?
- ▶ What will be community colleges' Prop 98 share?
- ▶ Will there be more workload measures reductions?  
(negative growth)
- ▶ Additional apportionment deficit?
  - Base funding reduction across the board
- ▶ Will there be student fee increases?
- ▶ Will there be more reductions to state categorical programs?
- ▶ Will there be targeted reductions to recreational/physical education programs?

# What's next?

- ▶ **October 11<sup>th</sup> RSCCD Board Meeting**
  - Approve Adopted Budget Assumptions
  - Adopt proposed 2010-2011 Budget
  - “Tentative Budget II”

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**HUMAN RESOURCES DOCKET  
MANAGEMENT/ACADEMIC  
September 27, 2010**

**FACULTY**

*Change of Assignment*

Kushida, Cherylee  
Coordinator, Distance Education  
Human Services and Technology Division  
Santa Ana College

Effective: August 16, 2010  
Salary Placement: V-16 \$94,976/Year  
(No Change/No Stipend)

*Change of Assignment from Part-time/Hourly to Long-term Substitute per E.C. 87482*

Lechuga, Janet  
Long-term Substitute Math Instructor  
Science and Math Division  
Santa Ana College

Effective: September 6, 2010  
Placement: II-4 \$30,796.20/Year  
(To be Prorated @ 81.7%)

*2010/2011 Contract Extension Days*

Kushida, Cherylee  
Coordinator, Distance Education  
Human Services and Technology Division  
Santa Ana College

Effective: July 1, 2010  
Contract Extension: 25 Days  
Salary Placement: V-16 \$470.38/Day

*Stipend*

Perry, Janis  
Counselor  
Counseling and Student Support  
Services Division  
Santiago Canyon College

Effective: August 23, 2010  
Amount: \$5,000  
Reason: Technology Preparation Demonstration  
(Grant)

*Adjusted Salary Placement*

Carrasco, Daisy  
Instructor, High School Subjects/Math  
Continuing Education Division/CEC  
Santa Ana College

Effective: August 23, 2010  
Hourly Lecture Rate: II-2 \$41.97

**FACULTY (CONT'D)**

*Leave of Absence*

Atwood, Sarah  
Part-time Instructor  
Continuing Education Division/OEC  
Santiago Canyon College

Effective: September 3 – October 26, 2010  
Reason: Maternity Leave

*Part-time/Hourly Hires/Rehires*

Campos, Joao  
Instructor, High School Subjects  
Continuing Education Division/CEC  
Santa Ana College

Effective: September 7, 2010  
Hourly Lecture Rate: I-2 \$40.97

Coughran, Adam  
Instructor, Criminal Justice  
Human Services and Technology Division  
Santa Ana College

Effective: September 28, 2010  
Hourly Lecture/Lab Rate: II-3 \$54.32/\$46.17

Grinde, James  
Instructor, High School Subjects/Math  
Continuing Education Division/CEC  
Santa Ana College

Effective: September 20, 2010  
Hourly Lecture Rate: I-2 \$40.97

Peimbert, Barbara (rehire)  
Instructor, High School Subjects/Math (equivalency)  
Continuing Education Division/CEC  
Santa Ana College

Effective: September 20, 2010  
Hourly Lecture Rate: II-4 \$44.14

Reetz, Kelley  
Instructor, Criminal Justice  
Human Services and Technology Division  
Santa Ana College

Effective: September 28, 2010  
Hourly Lecture/Lab Rate: I-3 \$51.73/\$43.97

Vos, Michelle  
Head and Assistant Coach Water Polo  
Exercise Science Division  
Santa Ana College

Effective: September 20, 2010  
Stipend Amount Fall/Spring: \$4,250.00

## RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

## HUMAN RESOURCES DOCKET

CLASSIFIED

SEPTEMBER 27, 2010

**CLASSIFIED**Reduction in Force Lay OffAttachment #1Short Term to Contract

Gaytan, Rafaela	Effective: September 15, 2010
CDC Cook/Nutrition Special (CL10-0221)	Grade 6, Step 1 @ 75% FTE/ 12 Mo.
Child Dev. Serv./ SAC	\$2113.50

Change in Salary Placement

Lugo, Laurene	Effective: May 1, 2006
Administrative Secretary/ Child Dev. Services	Grade 12, Step 6 + 2.5%Bil + 2.5%L
	\$4901

Ratification of Resignation/Retirement

Chadwick, Linda	Effective: December 30, 2010
Administrative Clerk/ Human Services & Techn./ SAC	Reason: Retirement

**CLASSIFIED HOURLY**New Appointments

Chaidez, Maria	Effective: September 1, 2010
Career Guidance Specialist/ Counseling/ SCC (Recall from 39 Month List)	16 Hours/Week 12 Month
	Grade 13, Step A + 2PG \$19.95/Hour + \$41.67/Mo. PG

Temporary to Hourly On Going

Nguyen, Hollister	Effective: September 28, 2010
Career Technician (Reorg #645 Internal Recruitment)	19 Hours/Week 12 Month
DSPS/ SAC	Grade 10, Step A \$19.10/Hour

**Change in Position**

<b>Campos, Griselda</b>	<b>Effective: October 1, 2010</b>
<b>From: Sr. Clerk/ Academic Affairs/ SCC</b>	<b>19 Hours/Week 12 Month</b>
<b>To: Data Entry Clerk/ Child Dev. Services</b>	<b>Grade 5, Step A + 4PG \$15.64/Hour +</b>
<b>(Reorg #646 Internal Recruitment)</b>	<b>\$83.33/Mo. PG</b>

**TEMPORARY ASSIGNMENT**

<b>Fortney, Daren</b>	<b>Effective: 09/30/10 – 05/27/11</b>
<b>Fine &amp; Performing Arts Tech/ SAC</b>	<b>Not to exceed 39 weeks in the fiscal year.</b>

<b>Gaal, Joshua</b>	<b>Effective: 09/28/10 – 12/10/10</b>
<b>Learning Facilitator/ Nursing/ SAC</b>	<b>Not to exceed 39 weeks in the fiscal year.</b>

<b>Mateer, Penny</b>	<b>Effective: 09/28/10 – 05/22/11</b>
<b>Instructional Assistant/ Science &amp; Math/ SAC</b>	<b>Not to exceed 39 weeks in the fiscal year.</b>

<b>Mendoza, Nancy</b>	<b>Effective: 09/28/10 – 06/30/11</b>
<b>Video Tech/ Fine &amp; Performing Arts/ SAC</b>	<b>Not to exceed 39 weeks in the fiscal year.</b>

<b>Nezda, Stacey</b>	<b>Effective: 09/30/10 – 05/27/11</b>
<b>Costume Tech/ Fine &amp; Performing Arts/ SAC</b>	<b>Not to exceed 39 weeks in the fiscal year.</b>

<b>Nguyen, Mai</b>	<b>Effective: 10/01/10 – 06/30/11</b>
<b>Admissions/Records Spec.I/ SCC</b>	<b>Not to exceed 39 weeks in the fiscal year.</b>

<b>Ospino, Frank</b>	<b>Effective: 09/28/10 – 05/22/11</b>
<b>Instructional Assistant/ Biology/ SAC</b>	<b>Not to exceed 39 weeks in the fiscal year.</b>

<b>Pham, Minh Trang</b>	<b>Effective: 09/28/10 – 05/22/11</b>
<b>Instructional Assistant/ Chemistry/ SAC</b>	<b>Not to exceed 39 weeks in the fiscal year.</b>

<b>Shuffle, Eric</b>	<b>Effective: 09/28/10 – 05/22/11</b>
<b>Instructional Assistant/ Biology/ SAC</b>	<b>Not to exceed 39 weeks in the fiscal year.</b>

<b>Trinh, Lien</b>	<b>Effective: 09/28/10 – 05/22/11</b>
<b>Instructional Assistant/ Biology/ SAC</b>	<b>Not to exceed 39 weeks in the fiscal year.</b>

**TEMPORARY ASSIGNMENT cont'd**

Ulloa, Mayra  
Instructional Assistant/ Psychology/ SAC

Effective: 09/28/10 – 06/30/11  
Not to exceed 39 weeks in the fiscal year.

**Additional Hours for On Going Assignment**

Barbery, Monika  
Counseling Assistant/ School of  
Continuing Educ./ SAC

Effective: 09/15/10 – 11/10/10  
Not to exceed 19 consecutive working days  
in any given period.

Coury Hanna, Hanna Botros  
Admissions/Records Spec. I/ SCC

Effective: 10/01/10 – 06/30/11  
Not to exceed 19 consecutive working days  
in any given period.

Penning, Kerry  
Intermediate Clerk/ Health Center/ SAC

Effective: 08/20/10 – 09/17/10  
Not to exceed 19 consecutive working days  
in any given period.

**Substitute Assignments**

Mazer, Randy  
Custodian/ Admin. Services/ SAC

Effective: 08/19/10 – 09/26/10  
09/27/10 – 11/05/10  
Not to exceed 39 weeks in the fiscal year.

Syal, Alka  
Instructional Assistant/ Humanities/ SAC

Effective: 09/02/10 – 12/10/10

**MISCELLANEOUS POSITIONS**

**Instructional Associates/Associate Assistants**

**Criminal Justice**  
Bowsher, Ryan

Effective: 09/28/10

Martin, Cory

Effective: 09/28/10

**Exercise Science**  
Butler, Ricky

Effective: 09/10/10 – 06/30/10

**COMMUNITY SERVICE PRESENTERS**  
**Stipends Effective August 11 – September 10, 2010**

Clary, Ling Ling	Amount: \$ 320.00
Friebert, Martin	Amount: \$ 495.00
Glicksir, Barbara	Amount: \$ 600.00
Neal, Phyllis	Amount: \$ 240.00
Nolasco, Jeffrey	Amount: \$ 240.00
Schindelbeck, Judy	Amount: \$ 420.00

**VOLUNTEERS**

Perez, Paul  
Student/ Exercise Science/ SAC

Effective: 09/28/10 – 06/30/11

**SANTA ANA COLLEGE  
STUDENT ASSISTANT LIST**

Adams, Bethene Elizabeth	Effective: 09/01/10-06/30/11
Alonso Zaveche, Erika	Effective: 09/07/10-06/30/11
Au, Van Bich	Effective: 09/02/10-06/30/11
Barber, Andrea Marie	Effective: 09/07/10-06/30/11
Calderon De Carmona, Alejandra	Effective: 09/08/10-06/30/11
Cantorán, Mary Christy	Effective: 09/07/10-06/30/11
Castillo, Gabriela Eugenia	Effective: 09/07/10-06/30/11
Chung, Lan Hue	Effective: 09/02/10-06/30/11
De Los Reyes, Denisse	Effective: 09/07/10-06/30/11
Draffen, Natalie Athena	Effective: 08/30/10-06/30/11
Duong, Nhu Quynh	Effective: 09/01/10-06/30/11
Duran, Nydia Yanina	Effective: 08/31/10-06/30/11
Galvan, Michael Angel	Effective: 08/30/10-06/30/11
Hoang, Kadie Khoa	Effective: 08/31/10-06/30/11
Hong, Ngoc Ban	Effective: 09/07/10-06/30/11
Imboden, West Douglas	Effective: 09/08/10-06/30/11
Le, Phuc Minh	Effective: 08/31/10-06/30/11
Luu, Viet Quoc	Effective: 08/31/10-06/30/11
Muramatsu, Kotoe	Effective: 09/02/10-06/30/11
Navarro, Jovanni	Effective: 09/08/10-06/30/11
Nguyen, Binh Ngoc	Effective: 08/31/10-06/30/11
Nguyen, Thinh Long	Effective: 09/07/10-06/30/11
Oros Guzman, Jose D	Effective: 09/07/10-06/30/11
Rivera, Brenda	Effective: 08/31/10-06/30/11
Rodriguez, Eva I	Effective: 08/30/10-06/30/11
Sullivan, Myles David	Effective: 08/31/10-06/30/11
Vuong, Ngoc Trinh To	Effective: 08/30/10-06/30/11

**Santiago Canyon College  
STUDENT ASSISTANT NEW HIRE LIST**

Chiang, Kami	Effective: 09/02/10-06/30/11
Letts, Gregory	Effective: 09/07/10-06/30/11
Milhem, Suha	Effective: 08/27/10-06/30/11
Misity, Michelle	Effective: 09/01/10-06/30/11
Nagai, Wayne	Effective: 08/23/10-06/30/11
Soto Banda, Miguel	Effective: 09/07/10-06/30/11

**Attachment #1**

	Effective Date	Last Name	First Name	Title	FTE %	Contract Months	Dept	Campus
1	9/30/10	Vance	Rebecca	Instructional Assistant	Up to 19 Hr/Week	School Session	Math	SCC
2	9/30/10	Ware	Lawrence	Instructional Assistant	Up to 19 Hr/Week	School Session	Math	SCC
3	9/30/10	Campos	Griselda	Senior Clerk	19 Hr/Week	12 Month	Academic Affairs	SCC



**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**Human Resources and Educational Services**

To:	Board of Trustees	Date: September 27, 2010
Ref:	Rejection of Claim	File # 10-86134JW
Action:	Request for Authorization	

The district's claims administrator recommends that the Board of Trustees authorize the Chancellor, or designee, to reject claim # 10-86134JW.

Fiscal Impact: None	Board Date: September 27, 2010
Item Prepared by:	Don Maus, Risk Manager
Item Submitted by:	John Didion, Executive Vice Chancellor of Human Resources and Educational Services
Item Recommended by:	Dr. Raul Rodriguez, Chancellor

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****SANTA ANA COLLEGE – STUDENT SERVICES**

To: Board of Trustees	Date: September 27, 2010
Re: Ratification of Santa Ana College Associate Degree and Certificates for Spring 2010	
Action: Request for Ratification	

**BACKGROUND**

Attached is a list of students who have completed coursework at Santa Ana College leading to the Associate Degree and/or Certificate for spring 2010.

**ANALYSIS**

Santa Ana College awarded 773 Associate Degrees at the conclusion of the spring 2010 semester, 578 Associate in Arts and 195 Associate in Science. This is an increase of 45 from spring 2009 in which 728 Associate Degrees were conferred. The areas that showed the most significant decrease were Business Entrepreneurship, Liberal Arts – University Transfer, and Occupational Therapy. However, the areas that showed significant increases were Liberal Arts, Business Administration and Registered Nursing.

Santa Ana College awarded 622 Certificates of Achievement/Accomplishment at the conclusion the spring 2010 semester, compared to 241 awarded at the conclusion of spring 2009. The areas with the most significant increase in certificates were the CSU General Education certificate and the IGETC General Education. This significant increase is due to the fact that this is the second full term that the State Chancellors Office has allowed SAC to issue CSU and IGETC certificates.

**RECOMMENDATION**

It is recommended that the Board of Trustees ratify the recipients of the Santa Ana College Associate Degree and Certificates for spring 2010 as presented on the attached.

Fiscal Impact:	None	Board Date: September 27, 2010
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:	Dr. Raúl Rodriguez, Chancellor, RSCCD	

Santa Ana College  
Associate Degrees Awarded  
Spring 2010

<b>MAJOR</b>	<b>2010</b>
Accounting	5
Art	4
Automotive Technology	1
Biological Science	5
Business	
- Applications & Technology	2
- Administration	62
- Digital Publishing	1
- Management	1
Chemistry	11
Communication	
- Journalism B-Broadcast	1
Computer Information Systems	2
Computer Science	1
Criminal Justice	12
Diesel & Heavy Equipment Technology	1
Economics	8
Elementary Education	9
Fashion Merchandise	1
Fire Technology	
- Chief Officer	1
- Fire Administration	2
- Hazardous Materials	1
- Public Fire Service	36
- Prevention Officer	3
Geography	3
History	2
Human Development	
- Infant/Toddler	1
- Preschool Child	12
International Business	4
Liberal Arts	339
Liberal Arts - University Transfer Studies	47
Library Technology	3
Management - General	1
Manufacturing Tech -	
- CAD/CAM	1
- CNC Machine Set Up & Opt	1
- CNC Programmer A-Mastercam	1
Marketing	3
Mathematics	1
Medical Assistant - Administrative / Clinical	7
Modern Languages	1
Nursing	
- Reg Nursing	75
Occupational Therapy Assistant	26
Paralegal	18
Philosophy	1
Physics	4
Political Science	2
Psychology	12

4.1 (2)

Prepared 09/09/10

**Santa Ana College  
Associate Degrees Awarded  
Spring 2010**

<b>Science</b>	<b>16</b>
<b>Sociology</b>	<b>4</b>
<b>Speech Pathology Assistant</b>	<b>15</b>
<b>Speech Communication</b>	<b>1</b>
<b>Television/Video Communications</b>	<b>1</b>
<b>Welding Technology</b>	<b>1</b>
<b>TOTAL</b>	<b>773</b>
<b>Male</b>	<b>303</b>
<b>Female</b>	<b>470</b>
<b>Associate of Arts</b>	<b>578</b>
<b>Associate of Science</b>	<b>195</b>
<b>Double Majors</b>	<b>78</b>
<b>Three or more majors</b>	<b>12</b>

Santa Ana College  
Associate Degrees Awarded  
Spring 2009 and Spring 2010

<b>MAJOR</b>	<b>2009</b>	<b>2010</b>
Accounting	6	5
Art	0	4
- Digital Media	4	0
Automotive Technology	3	1
Biological Science	3	5
Business		
- Administration	40	62
- Applications & Technology	2	2
- Bilingual	1	0
- Digital Publishing	0	1
- Entrepreneurship	1	0
- Management	9	1
Chemistry	10	11
Chicano Studies	2	0
Communication		
- Print Journalism	1	0
- Journalism B-Broadcasting	0	1
Computer Information Systems	2	2
Computer Science	1	1
Criminal Justice	8	12
- Law Enforcement	2	0
Dance	2	0
Diesel & Heavy Equipment Technology	0	1
Economics	3	8
Elementary Education	7	9
Engineering	4	0
- Computer Aided Drafting & Design	3	0
- Drafting Design	2	0
Fashion Merchandising	1	1
Fire Technology		
- Chief Officer	2	1
- Fire Administration	3	2
- Hazardous Materials	0	1
- Prevention Officer	2	3
- Public Fire Service	30	36
- Medical Services Officer	1	0
Geography	0	3
History	3	2
Human Development		
- Infant/Toddler	0	1
- Preschool Child	5	12
International Business	3	4
Liberal Arts	265	339
Liberal Arts - University Transfer Studies	136	47
Library Technology	2	3
Management - General	7	1
Manufacturing Tech		
- CAD/CAM	1	1
- Conventional	1	0
- CNC Lathe Set Up	1	0
- CNC Machine Set Up & Opt	0	1

4.1 (4)

Prepared 09/09/10

Santa Ana College  
Associate Degrees Awarded  
Spring 2009 and Spring 2010

- CNC Programmer	0	1
Marketing	1	3
Marketing - General	2	0
Mathematics	0	1
Medical Assistant - Administrative / Clinical	5	7
Modern Languages	1	1
Music	1	0
Nursing		
- Pre Nursing	3	0
- Reg. Nursing	63	75
Nutrition & Diet	3	0
Occupational Therapy Assistant	14	26
Paralegal	12	18
Pharmacy Technology	2	0
Philosophy	0	1
Physics	3	4
Political Science	4	2
Psychology	12	12
Science	9	16
Sociology	5	4
Speech Pathology Assistant	8	15
Speech Communication	0	1
Television/Video Communications	0	1
Welding	1	1
<b>TOTAL</b>	<b>728</b>	<b>773</b>
Male	301	303
Female	428	470
Associate of Arts	572	578
Associate of Science	156	195
Double Majors	64	78
Three or more majors	11	12

Santa Ana College  
Certificates Awarded  
Spring 2009 and Spring 2010

MAJOR	2009	2010
<b>Accounting</b>	0	1
- Bookkeeping	1	1
- Accounting/Financial Planning **	0	1
- Computerized Acct - Quickbooks **	0	8
- Computerized Acct - MAS 90	0	4
- General	5	9
<b>American Sign Language</b>	1	0
<b>Art -</b>		
- 3D Animation Art Emphasis	2	2
- 3D Animation Television Emphasis	1	0
- Crafts C - Glass **	0	1
<b>Automotive Technology</b>		
- Advanced Engine Performance	4	0
- Chassis Service	11	4
- Drive Train Service **	4	4
- Engine and Electrical Performance	3	4
- Engine Service **	5	2
<b>Business Applications</b>		
- Digital Publishing Option	0	5
- International Office **	0	3
- Office Management	1	2
- Spanish/English Interpretation & Translation	2	0
<b>CIS</b>		
- Database	1	0
- Helpdesk **	1	1
- Networking **	0	1
- PC Maintenance/Troubleshooting	0	2
<b>Communication - Sign Language Education</b>	1	1
<b>Computer Information Systems</b>	1	0
<b>Criminal Justice - Corrections Officer **</b>	4	9
<b>CSU General Education</b>	0	287
<b>Dance</b>	1	0
<b>Diesel</b>		
- & Heavy Equipment Tech	1	3
- Mid-Range Engine Service	1	1
- Transport Refrigerator	2	0
- Refrigerator/Temperature Control **	0	2
<b>Digital Media Arts</b>		
- Graphic Design	2	0
- Web Design	5	0
<b>Digital Music Production **</b>	1	1
<b>Engineering</b>		
- Architectural/Civil #2	3	2
- Computer Aided Drafting & Design	2	1
- Draft & Design	1	0
<b>Fire Technology</b>		
- Administration	3	2
- Chief Officer	2	2
- Hazardous Material **	0	2
- Medical Services Officer	1	0
- Public Fire Service	47	41

Santa Ana College  
Certificates Awarded  
Spring 2009 and Spring 2010

- Prevention Officer **	0	4
<b>Human Development</b>		
- Infant/Toddler	0	2
- Preschool Child	6	11
<b>International Business</b>	6	5
<b>IGETC General Education</b>	0	77
<b>Library Technology</b>	5	2
<b>Management</b>		
- Human Resources **	8	10
- Food Service	1	0
- Marketing	2	0
- Small Business **	1	1
- Supervision **	7	2
<b>Manufacturing Technology</b>		
- CAD/CAM	1	1
- CNC Lathe Set Up	2	8
- CNC Milling Set Up	3	6
- CNC Machine Set Up	2	6
- Conventional Machining	0	1
- Programmer Mastercam	7	10
- Solidworks 3D Modeling **	0	5
<b>Marketing</b>		
- Advertising **	2	2
- General **	0	4
- Professional Selling **	3	3
<b>Medical Assistant - Administrative / Clinical</b>	27	19
<b>Microsoft Office Professional</b>	3	0
<b>Paralegal</b>	6	13
<b>Pharmacy Technology</b>		
- Advanced	6	5
- Basic **	5	8
<b>Photography</b>	2	0
<b>Solidworks 3D</b>	7	0
<b>Speech Language Pathology Assistant</b>	0	1
<b>Television/Video</b>		
- Broadcast Journalism #B	1	0
- Communications	1	0
- Computer #D	1	0
- Digital Media Studies **	1	1
- A - TV Production **	1	2
- Media Studies **	0	1
<b>Welding Technology</b>	4	3
<b>TOTAL</b>	<b>241</b>	<b>622</b>
<b>Male</b>	<b>156</b>	<b>298</b>
<b>Female</b>	<b>84</b>	<b>324</b>
<b>Double Majors</b>	<b>18</b>	<b>33</b>
<b>Three or more majors</b>	<b>5</b>	<b>11</b>

\*\* = Certificates Less Than 18 Units not posted on transcript -

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Santa Ana College  
Certificates Awarded  
Spring 2010

<b>MAJOR</b>	<b>2010</b>
<b>Accounting</b>	1
- Accounting & Financial Planning**	1
- Bookkeeping	1
- Computerized Acct - Quickbooks**	8
- Computerized Acct - MAS 90	4
- General Accounting	9
<b>Art</b>	
- 3D Animation Art Emphasis	2
- Crafts C - Glass **	1
<b>Automotive Technology</b>	
- Chassis Service	4
- Drive Train Service**	4
- Engine Service **	2
- Engine and Electrical Performance	4
<b>Business Applications</b>	
- Digital Publishing Option	5
- International Office **	3
- Office Management	2
<b>CIS</b>	
- Helpdesk **	1
- Networking **	1
- PC Maintenance/Troubleshooting **	2
<b>Criminal Justice - Corrections Officer **</b>	9
<b>CSU General Education</b>	287
<b>Diesel &amp; Heavy Equipment Tech</b>	3
- Mid-Range Engine Service	1
- Refrigerator/Temperature Control**	2
<b>Digital Music Production **</b>	1
<b>Engineering</b>	
- Computer Aided Drafting & Design	1
- Option II - Arch/Civil Eng/Constr Drafting & Des.	2
<b>Fire Technology</b>	
- Administration	2
- Chief Officer	2
- Hazardous Materials **	2
- Public Fire Service	41
- Prevention Officer **	4
<b>Human Development</b>	
- Infant/Toddler	2
- Preschool Child	11
<b>International Business</b>	5
<b>IGETC General Education</b>	77
<b>Library Technology</b>	2
<b>Management</b>	
- Human Resources **	10
- Small Business **	1
- Supervision **	2
<b>Manufacturing Technology</b>	
- CAD/CAM	1
- CNC Lathe Set Up	8
- Conventional Machining	1

Santa Ana College  
Certificates Awarded  
Spring 2010

- CNC Milling Set Up	6
- CNC Machine Set Up	6
- CNC Programmer Mastercam	10
- Solidworks 3D Modeling **	5
<b>Marketing</b>	
- Advertising **	2
- General **	4
- Professional Selling **	3
<b>Medical Assistant - Administrative / Clinical</b>	19
<b>Paralegal</b>	13
<b>Pharmacy Technology</b>	
- Advanced	5
- Basic **	8
<b>Sign Language</b>	1
<b>Speech Language Pathology Assistant</b>	1
<b>Television/Video Comm</b>	
- A - TV Production	2
- Digital Media **	1
- Media Studies **	1
<b>Welding Technology</b>	3
<b>TOTAL</b>	<b>622</b>
<b>Male</b>	<b>298</b>
<b>Female</b>	<b>324</b>
<b>Double Majors</b>	<b>33</b>
<b>Three or more majors</b>	<b>11</b>

\*\* = Certificates Less Than 18 Units not posted on transcript - 78

SANTA ANA COLLEGE  
June 2010  
Certificates Awarded  
Five Year Comparison

MAJOR	2005-06	2006-07	2007-08	2008-09	2009-10
Accounting	11	9	1	0	3
Accounting -					
- Bookkeeping	0	0	0	0	1
- Computerized Acct/Bkkg MAS 90	1	2	0	0	7
- Computerized Quickbooks **	5	3	2	3	12
- Financial Planning **	4	6	4	0	1
- General Accounting	0	0	0	0	11
American Sign Language	0	0	0	1	0
Art -					
- 3D Animation Art	4	1	3	6	3
- 3D Animation Television	0	0	0	1	0
- Advertising Design/Graphic	0	0	1	0	0
- Computer Graphics	0	1	0	0	0
- Craft/Jewelry	0	0	1	0	0
- Craft C-Glass **	0	0	0	0	1
- Digital Media Arts/Graphic Design	3	3	5	2	1
- Digital Media Arts/Web Design	1	0	2	5	0
- Digital Media Post-Production **	0	0	0	0	1
Automotive Technology -					
- Advanced Engine Performance **	3	1	9	7	2
- Chassis Service	12	8	29	18	6
- Drive Train Service **	9	3	16	4	7
- Engine Performance	0	0	0	11	0
- Engine and Electrical	8	9	14	0	10
- Engine Service **	6	2	10	7	6
Business - Entrepreneurship	2	1	0	0	0
Business Applications -					
- Bilingual **	3	2	2	0	1
- Desktop Publishing	1	0	0	0	0
- Digital Publishing	4	2	2	1	6
- General	8	5	2	0	0
- International Office **	1	0	0	0	3
- Legal Office	0	0	1	0	0
- MS Office Professional	0	0	0	0	2
- Office Management	3	2	4	2	2
- Spanish/English Interpretation & Translation **	1	1	3	2	1
- Word Processing	0	1	0	0	0
- Applications & Technology	0	0	0	0	1
CIS					
- Database **	1	3	2	2	5
- Networking **	0	0	0	0	3
- UNIX	1	6	0	1	0
- Web Page Designer	2	1	3	1	0
- Web Programming **	0	0	2	1	2
- PC Maintenance/Troubleshooting **	0	0	0	0	2
Communications - Sign Language	0	0	0	5	0
Computer Information Systems	1	2	3	2	3
Computer Programming	5	0	0	1	0
Computer Science	0	1	0	0	0
Criminal Justice - Corrections Officer **	6	14	5	6	13
CSU General Education	0	0	0	0	480
Dance	1	0	0	2	0

SANTA ANA COLLEGE  
June 2010  
Certificates Awarded  
Five Year Comparison

MAJOR	2005-06	2006-07	2007-08	2008-09	2009-10
Desktop Publishing	0	0	1	0	0
Diesel & Heavy Equipment Technology	3	3	2	1	4
Diesel - Transport Refrigeration **	3	1	1	2	3
Diesel - Mid-Range Engine	1	1	0	1	2
Digital Music Production	0	0	2	3	0
Electronics Technology -					
- Industrial/Communication Systems	6	1	1	0	0
Engineering -					
- Architectural/Civil	10	2	2	6	0
- Civil Engineering					
- Civil Technology	0	0	0	1	1
- Computer Aided Drafting and Design	8	7	5	7	1
- Draft & Design #1	0	0	0	1	3
Exercise Science Sports Medicine **	0	0	1	0	1
Fashion Design					
- Custom Clothing	0	0	2	0	0
Fashion Merchandising	2	1	2	0	2
Fire Administration	25	27	17	5	3
Fire Technology					
- Chief Officer	11	10	6	8	4
- Hazardous Material **	0	6	2	0	2
- Medical Services Officer **	0	2	5	2	1
- Public Fire Safety Education Officer	0	1	0	0	1
- Public Fire Service	155	590	174	127	92
- Prevention Officer	0	4	7	3	4
General Accounting	0	0	6	13	0
Help Desk	0	0	0	1	0
Human Development -					
- Infant/Toddler	2	1	3	1	4
- Preschool Child	12	5	13	11	21
- School Age	3	0	0	0	0
International Business	9	18	11	10	11
IGETC General Education	0	0	0	0	118
Library Technology	12	2	7	6	7
Machine Technology -					
- CAD/CAM	2	0	0	0	0
- CNC Operator	1	0	0	0	0
- CNC Programmer	3	0	0	0	0
Management -					
- Food Services	0	0	0	1	0
- General	0	0	0	0	1
- Human Resources **	13	13	12	16	13
- Marketing	0	0	0	5	0
- Small Business **	3	6	1	2	1
- Supervision **	3	6	7	12	7
Manufacturing Technology					
- CAD/CAM	4	2	1	4	4
- CNC Lathe Set Up	1	1	4	9	14
- CNC Milling Set Up	2	5	5	8	11
- CNC Machine Set Up	3	4	1	7	10
- Conventional	1	0	0	4	1
- Programmer Mastercam	11	5	6	14	15

SANTA ANA COLLEGE  
 June 2010  
 Certificates Awarded  
 Five Year Comparison

MAJOR	2005-06	2006-07	2007-08	2008-09	2009-10
- Solidworks 3D **	0	0	0	12	12
Marketing -					
- Advertising **	4	3	2	6	2
- General **	3	3	4	0	6
- Professional Selling	0	1	0	4	4
- Retail Management	0	0	0	1	0
- Web Marketing	2	0	0	0	0
Medical Assistant - Administrative / Clinical	35	35	31	43	37
Microsoft Office Professional	0	3	1	5	0
Music - Digital Media Post-Production **	0	0	0	0	1
Paralegal	11	19	13	15	20
Pharmacy Technology	8	9	10	3	0
- Basic **	0	0	13	19	23
- Advanced	0	0	4	13	13
Photography	0	2	3	2	0
Sign language Education	0	6	5	0	2
Speech Pathology Assistant	0	1	1	1	1
Television/Video -					
- A - TV Production	0	0	0	3	4
- B - Broadcast Journalism	1	0	2	2	1
- C - Scriptwriter	0	0	0	0	1
- D - Computer Graphics & Animation	0	0	0	1	0
- Communication	0	0	0	1	0
- Digital Media **	0	0	0	0	2
- Media Studies **	1	1	3	1	2
- Production	1	3	1	0	0
Theatre Arts - Entertainment Lighting	0	0	1	0	0
Web Author	1	0	0	0	0
Welding Technology	4	6	1	10	5
<b>TOTAL</b>	<b>487</b>	<b>905</b>	<b>528</b>	<b>524</b>	<b>1094</b>

SANTA ANA COLLEGE  
June 2010  
Associate Degrees Awarded  
Five Year Comparison

MAJOR	2005-06	2006-07	2007-08	2008-09	2009-10
Accounting	10	8	21	12	12
Anthropology	0	0	0	0	1
Art	5	1	2	0	4
- Advertising Design	0	1	0	0	0
- Digital Media Arts	0	3	2	5	1
- Graphic Design	0	0	3	0	2
Automotive Technology	3	0	4	3	1
Biological Science	8	6	6	4	7
Business - Entrepreneurship	0	2	1	0	0
Business Administration	72	81	90	83	89
Business Applications -					
- Bilingual	1	1	1	1	0
- Desktop Publishing	0	0	1	0	0
- Digital Publishing	0	0	1	0	2
- Entrepreneur	0	0	0	2	0
- General	7	2	3	3	0
- Office Management	1	0	0	0	0
- Applications & Technology	0	0	0	0	4
- Word Processing	0	0	1	0	0
Business Management	2	9	4	11	4
Chemistry	12	18	11	14	18
Chicano Studies	0	0	1	2	1
Communications -					
- Broadcast Journalism	1	2	0	0	1
- Print Journalism	2	0	2	1	0
- Speech	0	0	0	1	0
Computer Information Systems	3	5	6	5	3
Computer Science	8	2	4	1	1
Criminal Justice	0	4	6	12	19
- Law Enforcement	20	9	13	2	0
Dance	2	2	2	2	0
Diesel & Heavy Equipment Technology	0	0	2	0	1
Economics	6	6	5	4	11
Electronics Technology -					
- Industrial/Communications Systems	2	3	0	1	0
- Microprocessor Systems	0	0	0	0	0
- Microcomputer and Repair	1	1	0	0	0
- Service and Installation	0	0	0	1	0
- Telecommunications Systems	0	0	0	1	0
Elementary Education	0	0	0	9	10
Engineering	3	2	5	7	2
Engineering -					
- Architectural/Civil	4	2	1	2	1
- Civil Technology	0	2	0	0	0
- Computer Aided Drafting and Design	4	4	0	6	1
- Drafting & Design	0	0	0	0	1
English	0	3	2	0	0
Ethnic Studies	0	1	0	0	0
Exercise Science	2	0	1	0	0
Fashion Merchandising	1	1	0	1	2
Fire Administration	15	11	16	6	6

Prepared 05/06/10

SANTA ANA COLLEGE  
June 2010  
Associate Degrees Awarded  
Five Year Comparison

MAJOR	2005-06	2006-07	2007-08	2008-09	2009-10
Fire Services - Administrative Assistant	1	0	0	0	0
Fire Services - Administrative Legal Emphasis	1	0	1	0	0
Fire Technology -					
- Chief Officer	9	5	7	8	4
- Hazardous Materials	0	2	1	0	1
- Prevention Officer	2	7	1	2	5
- Public Fire Service	80	95	85	60	79
- Public Fire Safety Education Officer	1	1	0	0	1
- Medical Services Officer	0	1	3	2	1
Geography	1	1	3	0	3
History	10	9	10	4	3
Human Development -					
- Infant/Toddler	0	2	2	1	3
- Preschool Child	8	8	12	7	20
- School Age	3	2	1	0	1
International Business	3	2	8	7	4
Liberal Arts	454	371	379	457	589
Liberal Arts - University Transfer Studies	327	352	370	243	71
Library Technology	7	3	4	6	6
Machine Technology -					
- CAD/CAM	0	1	0	0	0
- CNC Operator	0	1	0	0	0
Management -					
- General	6	6	1	8	5
- Small Business	2	0	0	0	0
Manufacturing Technology -					
- CAD/CAM	1	0	1	1	1
- CNC Programmer	1	0	1	1	0
- CNC Programmer Mastercam	1	0	1	0	1
- CNC Machine Set Up	1	0	2	0	1
- Conventional	1	0	0	1	0
- Lathe Set Up	0	0	0	1	0
- Mill Machine	0	0	0	1	0
Marketing -					
- General	5	7	0	3	5
Mathematics	13	4	3	2	3
Medical Assistant - Administrative/Clinical	7	9	8	12	10
Microsoft Office Professional	0	0	1	0	0
Modern Languages	5	3	3	1	2
Music	1	1	5	1	2
Nursing -					
- Pre-Nursing	3	4	2	6	1
- Registered Nursing	94	103	125	113	130
Nutrition & Dietetics	1	1	1	5	0
Occupational Therapy Assistant	15	22	30	38	45
Paralegal	29	24	17	22	26
Pharmacy Technology	2	6	0	7	5
Philosophy	3	2	2	0	1
Photography	0	0	1	1	0
Physics	11	6	9	3	7
Political Science	3	0	2	5	5

Prepared 06/09/10

SANTA ANA COLLEGE  
 June 2010  
 Associate Degrees Awarded  
 Five Year Comparison

<b>MAJOR</b>	<b>2005-06</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>
Psychology	18	10	13	21	16
Science	11	13	12	14	23
Social Science	2	1	1	2	0
Sociology	5	6	9	7	8
Speech Communication	0	0	0	0	1
Speech Language Pathology Assistant	5	11	15	14	25
Television - Video Communications	1	1	6	3	2
Theatre Arts - Technical Theatre	0	0	1	0	0
Welding Technology	1	0	1	1	1
<b>TOTAL</b>	<b>1350</b>	<b>1295</b>	<b>1377</b>	<b>1294</b>	<b>1322</b>

# CERTIFICATES

Santa Ana College  
Certificates Awarded  
Spring 2010

Aguayo	Jessica	CERT	MGTHR
Allaw	Marien	CERT	PHARB
Baek	Nicole	CERT	PHARB
Barkley	Barbara	CERT	MGTHR
Barney	Brian	CERT	MNG3D
Brennan	Daniel	CERT	MNG3D
Bui	David	CERT	PHARB
Bunce	Joshua	CERT	MUSDM
Casquera	Fabian	CERT	CMPRM
Casquera	Fabian	CERT	CISNW
Castillo	Zacarias	CERT	CJCO
Chun	Frederick	CERT	FTPO
Chun	Frederick	CERT	FTHM
Ciampi	Luz	CERT	MGTHR
Doan	Quan	CERT	AUTES
Dolan	John	CERT	CJCO
Doppenberg	Arend	CERT	PHARB
Flores	Rosalva	CERT	FTPO
Garcia	Andy	CERT	TVPP
Garcia	Jason	CERT	AUTES
Garcia	Jose	CERT	DSLTR
Garcia	Maria	CERT	MGTSV
Garcia	Maria	CERT	MGTHR
Garza	Armando	CERT	MGTHR
Gutierrez	Mayra	CERT	MGTHR
Hernandez	Alexander	CERT	ACCTQ
Hernandez	Alma	CERT	ACCTQ
Ho	Binh	CERT	MNG3D
Hurtado	Omar	CERT	CJCO
Ikedá	Mai	CERT	BAIO
Lindsey	Sara	CERT	ARTGV
Loera	Fabian	CERT	TVMS
Lopez	Julissa	CERT	CJCO
Lopez	Lucia	CERT	ACCTQ
Lopez	Lucia	CERT	ACCTQ
Lopez Quijarro	Ana	CERT	CJCO
Luong	Flota	CERT	MKTG
Morales	Dena	CERT	CJCO
Morales	Nanci	CERT	ACCTQ
Nguyen	Trong	CERT	MNG3D
Ocampo	Isael	CERT	MGTSV
Ocampo	Isael	CERT	MGTHR
Parker	Collette	CERT	MKTG
Parker	Collette	CERT	MKTGA
Parker	Collette	CERT	MKTGP
Pham	Cindy	CERT	PHARB
Pham	Kiet	CERT	MNG3D
Pho	Sandy	CERT	MGTHR
Ponce	Cesar	CERT	AUTDT
Quinonez	Dahlia	CERT	ACCTQ
Renteria	Jose	CERT	PHARB
Romero	Gabriel	CERT	DSLTR

Santa Ana College  
 Certificates Awarded  
 Spring 2010

Salz	Shanyn	CERT	ACCTQ
Sanchez	Gladis	CERT	CJCO
Sanchez	Leticia	CERT	ACCTF
Senethavong	Kanlaya	CERT	AUTDT
Serrato	Raul	CERT	AUTDT
Siems	Russell	CERT	FTHM
Stewart	Destiny	CERT	CJCO
Suzuki	Tetsuro	CERT	BAIO
Terrones	David	CERT	BAIO
Timperio	Michael	CERT	PHARB
Torres	Andy	CERT	FTPO
Tran	Brian	CERT	CISHD
Tran	Brian	CERT	CMPRM
Tran	Hau	CERT	FTPO
Tsutsui	Masayuki	CERT	MKTG
Turner	James	CERT	MKTGP
Turner	James	CERT	MGTHR
Upton	Lynette	CERT	PHARB
Usami	Daniel	CERT	AUTDT
Valdez	Pedro	CERT	CJCO
Vega	Gloria	CERT	MKTGA
Vega	Gloria	CERT	MGTSB
Vetter	Bill	CERT	ACCTQ
Yamaguchi	Hideki	CERT	MKTGP
Yamaguchi	Hideki	CERT	MKTG
Young	James	CERT	MGTHR

**CERTIFICATES  
OF  
ACHIEVEMENT**

Santa Ana College  
 Certificates of Achievement  
 Spring 2010

Acosta	Antonio	CA	CSU
Agsalog	Angie	CA	PARA
Aguilar Marquez	Yessika	CA	CSU
Alejandres	Luz	CA	CSU
Alvarado	Josephine	CA	CSU
Alvarado	Sarahi	CA	CSU
Alvarez	Arcella	CA	CSU
Amador	Maria	CA	MA
Amelita	Ruurd	CA	CSU
An	Sinhee	CA	CSU
Anderson	Alexander	CA	FTPFS
Anderson	Anatoliy	CA	IGETC
Andrade	Jesus	CA	FTPFS
Andrews	Karen	CA	LIBR
Aoun	Diana	CA	IGETC
Araiza	Nicholas	CA	FTPFS
Arbabi	Mani	CA	PARA
Armenta	Jimmy	CA	CSU
Avalos	Ricardo	CA	IGETC
Avila	David	CA	IGETC
Babbitt	Matthew	CA	FTPFS
Badosa	Alicia	CA	CSU
Bahena	Barbara	CA	MA
Banales	Adrian	CA	FTPFS
Barcenas	Rene	CA	IGETC
Barnes	James	CA	ART3A
Barney	Brian	CA	MNGLA
Barney	Brian	CA	MNGCA
Barney	Brian	CA	MNGPA
Barney	Brian	CA	MNGMI
Barraza	Carolina	CA	MA
Basurto	Lorena	CA	MA
Battulga	Zolzaya	CA	CSU
Bayati	Jenna	CA	IGETC
Beaver	Jonathan	CA	FTPFS
Bejar	Adolfo	CA	IGETC
Bello	Elliuth	CA	CSU
Benitez	Jose	CA	IGETC
Benner	Evan	CA	FTPFS
Berber	Johann	CA	CSU
Billeh	Yousef	CA	CSU
Blancas	Vania	CA	CSU
Blancas	Zain	CA	CSU
Blanco	Ismael	CA	CSU
Bohlin	Jeffrey	CA	FTPFS
Bonfield	Shawn	CA	FTFA
Borroel	Daniel	CA	CSU
Bottalico	Brian	CA	FTPFS
Brannan	Michael	CA	IGETC
Bui	Binh	CA	CSU
Bunce	Joshua	CA	IGETC
Burgess	Brian	CA	FTPFS

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Burgess	Stephen	CA	FTPFS
Burgos Cruz	Madelena	CA	CSU
Bustamante	Mayra	CA	IGETC
Bustos	Karin	CA	CSU
Bustos	Karin	CA	IGETC
Butler	John	CA	BADP
Camacho	Guadalupe	CA	CSU
Carey	James	CA	FTPFS
Carmona	Julliana	CA	CSU
Carrera	Citiali	CA	IGETC
Castro	Jose	CA	WELD
Castroferro	Ynaky	CA	ACCTG
Castruita	Christopher	CA	CSU
Centeno	Jesse	CA	CSU
Cervantes	Michelle	CA	CSU
Cervantes	Yessenia	CA	MA
Cesena	Geneva	CA	BAOM
Chapman	Tara	CA	CSU
Chavez	Gina	CA	HUDPC
Chavez	Vianney	CA	CSU
Chen	She-Chia	CA	IGETC
Chew	Wendy	CA	IGETC
Chu	Ha	CA	CSU
Chu	Thin	CA	CSU
Chung	Lan	CA	PHARA
Ciriaco	Ruben	CA	CSU
Clark	Sharon	CA	CSU
Coleman	David	CA	CSU
Coney	Ruth	CA	CSU
Contrerasdecervantes	Columba	CA	IGETC
Cruz	Christopher	CA	CSU
Cruz	Hernina Joy	CA	CSU
Dang	Hoang	CA	CSU
Dang	Huong	CA	CSU
Dang	Tam	CA	CSU
Dantic	Rapziel	CA	CSU
Danzansodov	Ariunjargal	CA	CSU
Dashnyam	Onon	CA	CSU
Dawkins	Ikeia	CA	CSU
De la Torre	Heriberto	CA	CSU
De la Vega	Abram	CA	CSU
De Veyra	Clarice	CA	IGETC
Delgado	Mireya	CA	CSU
Dena	Bianca	CA	SIGN
Diaz	Ana	CA	CSU
Diaz	Licet	CA	MA
Dinh	Hai	CA	CSU
Dinh	Jennie	CA	CSU
Dionicio	Geraldine	CA	CSU
Do	Tammy	CA	BADP
Do	Tung	CA	CSU
Doan	Audrey	CA	CSU

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Doan	Khai	CA	IGETC
Dolan	John	CA	CSU
Dolan	Kirren	CA	CSU
Dominguez	Francelia	CA	CSU
Dominguez	Maria	CA	CSU
Dorantes	Andrea	CA	IGETC
Duenas	Edmar	CA	CSU
Dula	Jessica	CA	PARA
Echolds	Nora	CA	CSU
Escobar	Kella	CA	CSU
Esparza	Ruben	CA	CSU
Espinoza	Cindy	CA	IGETC
Espinoza	Jazmin	CA	IGETC
Espinoza	Maritza	CA	CSU
Esqueda Alba	Nancy	CA	CSU
Estrada	Maritza	CA	CSU
Eusebio	Elizabeth	CA	CSU
Everett	Sara	CA	CSU
Feri	Ma	CA	CSU
Figueroa	Carolanne	CA	IGETC
Flores	James	CA	AUTCS
Florida	Cynthia	CA	IGETC
Frias	Martha	CA	CSU
Fuentes	Lupita	CA	CSU
Gallo	Emmanuel	CA	MA
Gamboa Soto	Lisette	CA	CSU
Garcia	Alex	CA	IGETC
Garcia	Armenia	CA	CSU
Garcia	Elizabeth	CA	IGETC
Garcia	Evangelina	CA	HUDPC
Garcia	Jason	CA	AUTCS
Garcia	Jessica	CA	CSU
Garcia	Jose	CA	DSL
Garcia	Juan	CA	IGETC
Garcia	Lynnelle	CA	IGETC
Garcia	Manuel	CA	CSU
Garcia	Maria	CA	CSU
Garcia	Sarah	CA	CSU
Garcia	Wendy	CA	CSU
Gardea	Lillybeth	CA	IGETC
Garibay	Zenaida	CA	BADP
Geoghan	Jamie	CA	IGETC
Globisz	Lukas	CA	CSU
Gomez	Adam	CA	IGETC
Gonzalez	Julian	CA	FTPFS
Greenfield	Kim	CA	PHARA
Gregg	Brody	CA	FTPFS
Grextan	Ryan	CA	FTPFS
Guerrero	Jose	CA	CSU
Guerret	Michael	CA	CSU
Guerrido	Nina	CA	CSU
Guillen	Norma	CA	CSU

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Gutierrez	Juan	CA	IGETC
Gutierrez	Nancy	CA	CSU
Guzman	Nabila	CA	IGETC
Ha	David	CA	PARA
Ha	Nhu	CA	CSU
Hamaguchi	Takashi	CA	CSU
Hardman	Kimberly	CA	PHARA
Harp	Katlyn	CA	CSU
Harrison	Jennifer	CA	CSU
Hernandez	Alexander	CA	ACCTG
Hernandez	Alexander	CA	ACCTM
Hernandez	Alma	CA	ACCTG
Hernandez	Arnulfo	CA	CSU
Hernandez	Carlos	CA	CSU
Hernandez	Dinora	CA	ACCTG
Hernandez	Dinora	CA	ACCTM
Hernandez	Edgar	CA	IGETC
Hernandez	Ivan	CA	CSU
Hernandez	Juana	CA	HUDPC
Hernandez	Leslie	CA	CSU
Hernandez	Malissa	CA	CSU
Hernandez	Marco	CA	IGETC
Hernandez	Victoria	CA	CSU
Hernandez	Yovanic	CA	CSU
Herrera	Karla	CA	IGETC
Hervey	Tanya	CA	ACCTG
Hillis	David	CA	IGETC
Hively	Richard	CA	CSU
Ho	Jenny	CA	IB
Hoang	Jaslynn	CA	CSU
Hoang	Nguyet	CA	IGETC
Hoang	Nikki	CA	CSU
Hodges	Michael	CA	FTPFS
Hong	Huy	CA	CSU
Hong	Phuoc	CA	CSU
Horrocks	Diana	CA	PARA
Hourani	Dina	CA	CSU
Humphreys	Grace	CA	PARA
Hunter	Kenny	CA	FTPFS
Hunter	Richard	CA	FTPFS
Huyen	Thu	CA	BAOM
Huynh	Vy	CA	CSU
Ibe	Tara	CA	CSU
Imai	Kiyomi	CA	CSU
Inman	Cody	CA	CSU
Jaime	Jeffrey	CA	FTPFS
Jaimes	Jetsabeth	CA	CSU
Jaramillo	Sonia	CA	CSU
Jaros	Allegra	CA	IGETC
Jiannino	Julie	CA	PARA
Jimenez	David	CA	CSU
Jimenez	Gerar	CA	AUTCS

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Jimenez	Gerar	CA	AUTEP
Jimenez	Gerardo	CA	IGETC
Jones	Veronica	CA	CSU
Juarez	Ricardo	CA	CSU
Khan	Ahmad	CA	CSU
Kinnaird	John	CA	FTPFS
Kleidon	Cortnee	CA	CSU
Kleinschmidt	Christopher	CA	CSU
Konishi	Yuka	CA	HUDPC
Korzellius	Jessika	CA	CSU
Koster	Devon	CA	LIBR
Lam	Duy	CA	MA
Lavini	Claudia	CA	IGETC
Le	An	CA	CSU
Le	Baotran	CA	IGETC
Le	Cammy	CA	CSU
Le	Hoai	CA	BADP
Le	Huy	CA	CSU
Le	Jimmy	CA	MNGMA
Le	Jimmy	CA	MNGMI
Le	Jimmy	CA	MNGLA
Le	Jimmy	CA	MNGPA
Le	Kevin-Phi	CA	CSU
Le	Nha	CA	CSU
Leanos	Daniel	CA	CSU
Leclercq	Diana	CA	MA
Lee	Joo	CA	CSU
Leon	Claudia	CA	CSU
Liggett	Kenneth	CA	WELD
Lindsey	Sara	CA	CSU
Liu	Hang	CA	CSU
Llewellyn	Jeffrey	CA	FTPFS
Loera	Christina	CA	CSU
Loera	Fabian	CA	TVA
Lomeli	Juan	CA	FTPFS
Lopez	Antonio	CA	CSU
Lopez	Blanca	CA	CSU
Lopez	Eduardo	CA	CSU
Lopez	Elizabeth	CA	CSU
Lopez	Jessica	CA	HUDPC
Lopez	Julio	CA	DSL
Lopez	Lucia	CA	ACCTB
Lopez	Lucia	CA	ACCTG
Lopez	Lucia	CA	ACCTM
Lopez	Maria	CA	CSU
Lopez	Oliver	CA	CSU
Lopez Zuno	Dalia	CA	ACCT
Lorenzo	Jesus	CA	MNGPA
Lozano	Micaela	CA	PHARA
Lujan	Allison	CA	IGETC
Luong	Trang	CA	CSU
Luu	Van	CA	CSU

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Ly	Becky	CA	CSU
Ly	My	CA	CSU
Macias	Anthony	CA	CSU
Macias	Carlos	CA	IGETC
Magallon	Joaquin	CA	CSU
Maldonado	Jesse	CA	IGETC
Maldonado	Karen	CA	CSU
Maldonado	Maria	CA	CSU
Maldonado	Omar	CA	CSU
Marcelino	Rene	CA	ACCTG
Marquez	Daniel	CA	IGETC
Marroquin	Alitt	CA	CSU
Marroquin	Claudia	CA	HUDPC
Marrufo	Dafne	CA	CSU
Martin	Chris	CA	FTPFS
Martinez	Alvino	CA	CSU
Martinez	Bernadette	CA	MA
Martinez	Christine	CA	CSU
Martinez	Dalia	CA	IB
Martinez	Maribel	CA	CSU
Mata	Lucia	CA	CSU
May	Jason	CA	FTFA
May	Jason	CA	FTCO
Mc Arthur	Kevin	CA	FTPFS
Mc Carty	Megan	CA	HUDIT
McBride	Michelle	CA	PARA
McCormack	Taylor	CA	CSU
McCoy	Eric	CA	CSU
Mejia	Cynthia	CA	CSU
Mena	Lupita	CA	CSU
Mendoza	Ana	CA	CSU
Mendoza	Elba	CA	HUDPC
Mendoza	Ricardo	CA	FTPFS
Mendoza	Ximena	CA	CSU
Mera	Jordan	CA	IGETC
Meza	Sally	CA	CSU
Miller	Shaun	CA	FTPFS
Modine	Matthew	CA	TVA
Molina	Candy	CA	MA
Mondragon	Juan	CA	MNGMI
Mondragon	Juan	CA	MNGLA
Mondragon	Juan	CA	MNGMA
Montenegro	Chelsea	CA	IGETC
Montenegro	Chelsea	CA	CSU
Montes	Noah	CA	CSU
Moore	Robbyn	CA	CSU
Morales	Dena	CA	CSU
Moreno	Ana	CA	IGETC
Morrison	Darrell	CA	AUTEP
Mosley	Troy	CA	CSU
Mota	Maria	CA	CSU
Muhamed	Trohier	CA	CSU

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Munguia	Irvin	CA	CSU
Murillo	Elisa	CA	CSU
Murphy	Collin	CA	CSU
Murray	Angela	CA	CSU
Navarro	Jose	CA	CSU
Negrete	Ruth	CA	HUDPC
Negrete	Ruth	CA	CSU
Negron	Victor	CA	CSU
Nehrig	Jonathan	CA	FTPFS
Neri	William	CA	IGETC
Nghiem Ba	Trinh	CA	CSU
Ngo	Tu	CA	CSU
Nguyen	Anh	CA	CSU
Nguyen	Baongoc	CA	CSU
Nguyen	Benedict	CA	IGETC
Nguyen	Calvin	CA	CSU
Nguyen	Dat	CA	IGETC
Nguyen	Davis	CA	ART3A
Nguyen	Duy	CA	CSU
Nguyen	Jennifer	CA	CSU
Nguyen	Khang	CA	IGETC
Nguyen	Khanh	CA	CSU
Nguyen	Khuyen	CA	CSU
Nguyen	Khuyen	CA	IGETC
Nguyen	Kim	CA	IGETC
Nguyen	Kim	CA	CSU
Nguyen	Linda	CA	CSU
Nguyen	My	CA	CSU
Nguyen	Ngoc	CA	CSU
Nguyen	Nguyet	CA	CSU
Nguyen	Nhat	CA	CSU
Nguyen	Nhut	CA	CSU
Nguyen	Pauline	CA	CSU
Nguyen	Phuong	CA	CSU
Nguyen	Phuong	CA	CSU
Nguyen	Phuonglien	CA	HUDIT
Nguyen	Quynhanh	CA	CSU
Nguyen	Steven	CA	CSU
Nguyen	Tai	CA	CSU
Nguyen	Thanh	CA	FTPFS
Nguyen	Thuy	CA	CSU
Nguyen	Timon	CA	CSU
Nguyen	Tram	CA	CSU
Nguyen	Tram	CA	CSU
Nguyen	Tuyenanh	CA	MA
Nguyen	Tuyenanh	CA	CSU
Nguyen	Uyen	CA	CSU
Nguyen	Xuan	CA	CSU
Noriega	Zayra	CA	MA
Nunez	Georgina	CA	CSU
Ochoa	Marisela	CA	CSU
Olive	Heriberto	CA	IGETC

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Omalley	Connor	CA	PARA
Ong	Duy	CA	MNGMI
Ong	Duy	CA	MNGMA
Ong	Duy	CA	MNGLA
Ong	Duy	CA	MNGPA
Oprea	Andreea	CA	PARA
Orellana	Biviana	CA	HUDPC
Orellana	Biviana	CA	CSU
Ornelas	Gregorio	CA	IB
Oropeza	Christina	CA	IGETC
Oropeza	Jose	CA	CSU
Oropeza	Sarah	CA	CSU
Ortega	Vanessa	CA	CSU
Ortiz	Lizette	CA	CSU
Ortiz	Salina	CA	CSU
Osoria	Ruby	CA	IGETC
Osorio	Justin	CA	CSU
Padilla	Elizabeth	CA	CSU
Pajarito	Kyle	CA	CSU
Parr	Elyse	CA	CSU
Pastrana	Sandra	CA	HUDPC
Pastrana	Sandra	CA	CSU
Patino	Veronica	CA	CSU
Pedroza	Adrian	CA	IGETC
Pellerito	Christian	CA	CSU
Penaloza	Zulma	CA	CSU
Peralta	Eduvina	CA	CSU
Perez	Georgina	CA	IGETC
Perez	Jennifer	CA	IGETC
Perez	Yesenia	CA	MA
Pham	Christine	CA	CSU
Pham	Kent	CA	MNGLA
Pham	Kent	CA	MNGCM
Pham	Kent	CA	MNGPA
Pham	Truc	CA	ENRCE
Phan	Dang	CA	CSU
Phan	Minh	CA	CSU
Phan	Peter	CA	CSU
Phillips	Margaret	CA	MA
Pinson	Christopher	CA	DSLMR
Pinson	Christopher	CA	DSL
Plascencia Orozco	Carmen	CA	ACCTG
Quenzler	Jerry	CA	FTPFS
Ramirez	Daisy	CA	CSU
Ramirez	Daniel	CA	MNGPA
Ramirez	Elizabeth	CA	IGETC
Ramirez	Kevin	CA	IGETC
Ramirez	Lorenzo	CA	CSU
Ramirez	Maria	CA	CSU
Ramirez	Omar	CA	CSU
Ramos	Iris	CA	IGETC
Rangel	Juan	CA	MA

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Rangel	Lucina	CA	CSU
Rauga	Ronald	CA	CSU
Ray	Joel	CA	FTPFS
Recinos	Ligia	CA	IGETC
Reyes	Lcje	CA	CSU
Rey-Sanchez	Raquel	CA	IB
Rincon	Vianney	CA	ACCTG
Rios	Mario	CA	MNGPA
Rivas	Ana	CA	HUDPC
Rivera	Ana	CA	CSU
Rivera	Antonio	CA	ENRCA
Rivera	Melissa	CA	CSU
Roberts	Andrew	CA	CSU
Roberts	Natalia	CA	CSU
Robinson	Kurt	CA	CSU
Robles	Maria	CA	IGETC
Rodriguez	Angelica	CA	CSU
Rodriguez	Brenda	CA	CSU
Rodriguez	Christian	CA	IGETC
Rodriguez	Lizette	CA	CSU
Rodriguez	Max	CA	FTPFS
Rodriguez	Vicente	CA	AUTEP
Rodriguez	Victoria	CA	CSU
Rojas	Marysol	CA	CSU
Roman	Estela	CA	CSU
Romero	Cesar	CA	CSU
Rosas	Marina	CA	CSU
Ruvalcaba	Maria	CA	CSU
Saiz	Shanyn	CA	ACCTM
Saldana	Jose	CA	CSU
San Filippo	Guadalupe	CA	CSU
Sanchez	Beatriz	CA	CSU
Sanchez	Francisco	CA	IGETC
Sanchez	Gladis	CA	CSU
Sanchez	Omar	CA	ENRCE
Sanchez	Ramon	CA	CSU
Sanchez	Topazio	CA	CSU
Sanchez	Yisela	CA	CSU
Sanchez Moreno	Jose	CA	CSU
Sandoval	Ishmael	CA	FTPFS
Sandoval	Jose	CA	IGETC
Santacruz	Nestor	CA	FTPFS
Sarinana	Javier	CA	MNGMA
Sarinana	Javier	CA	MNGLA
Sarinana	Javier	CA	MNGMI
Schueller	Jennifer	CA	CSU
Seller	Peter	CA	CSU
Senethavong	Chansingha	CA	CSU
Senethavong	Matoula	CA	CSU
Serrato	Raul	CA	AUTEP
Shearer	Eric	CA	IGETC
Shelton	Donna	CA	MA

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Shin	Seunghuen	CA	IGETC
Shotwell	Susan	CA	IGETC
Silveira	John	CA	CSU
Sims	Sunday	CA	FTCO
Slatin	Denise	CA	PARA
Smith	Clayton	CA	FTPFS
Smyth	Steven	CA	FTPFS
Snavely	Jamie	CA	CSU
Snyder	Lauren	CA	CSU
Solares	Eddie	CA	IGETC
Soriano	Esveide	CA	CSU
Sorto	Dulce	CA	CSU
Sosa	Alvaro	CA	CSU
Sotoodeh	Shahin	CA	CSU
Steeber	Michael	CA	CSU
Sterling	David	CA	PARA
Stuczynski	Steven	CA	CSU
Tajalle	Yannine	CA	CSU
Tapscott	Brian	CA	FTPFS
Taylor	Kt	CA	CSU
Tellez	Israel	CA	CSU
Telumbre	Blanca	CA	CSU
Terrones	David	CA	BADP
Thach	Andy	CA	MNGPA
Theeraparprumkul	Somyod	CA	CSU
Thoeun	Susana	CA	CSU
Tiriveedhi	Venkamma	CA	MA
Torres	Brenda	CA	CSU
Torres	Daniel	CA	FTPFS
Torres	Daniel	CA	CSU
Torres	Jessica	CA	CSU
Torres	Jovanna	CA	CSU
Townson	Jamarre	CA	FTPFS
Tran	Duc	CA	CSU
Tran	Hien	CA	MNGPA
Tran	Huyen	CA	CSU
Tran	Ken	CA	MNGMA
Tran	Ken	CA	MNGLA
Tran	Kent	CA	MNGPA
Tran	Kent	CA	MNGMI
Tran	Kent	CA	MNGLA
Tran	Kent	CA	MNGMA
Tran	Linh	CA	CSU
Tran	Ninh	CA	IGETC
Tran	Steven	CA	WELD
Trang	Hanh	CA	CSU
Trinh	Linh	CA	CSU
Trinidad	Jasmine	CA	IGETC
Trujillo	Nancy	CA	CSU
Turk	Daniel	CA	FTPFS
Turman Bates	Linnea	CA	PARA
Ulmer	Rodrick	CA	CSU

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Upton	Lynette	CA	PHARA
Urias	Natalie	CA	CSU
Valerio	Victor	CA	CSU
Van	Dung	CA	CSU
Vargas	Mayra	CA	CSU
Vazquez	Aidee	CA	SLPA
Viera	Elvia	CA	MA
Vilchis	Fabiola	CA	CSU
Villicana	Freddy	CA	CSU
Viramontes	Hilda	CA	CSU
Virgen	Lesette	CA	IGETC
Vo	Dung	CA	CSU
Vu	Dau	CA	AUTCS
VU	Ruby	CA	CSU
VU	Tina	CA	IB
Wachira	Boniface	CA	CSU
Weed	Rebecca	CA	CSU
Weidner	Michael	CA	FTPFS
Wilkins	Alexandria	CA	IGETC
Wofford	Jeffrey	CA	FTPFS
Woo	Jason	CA	CSU
Yoo	Richard	CA	CSU
Zavala	Juan	CA	IGETC
Zavala	Robert	CA	CSU

# AA/AS DEGREES

Santa Ana College  
Degrees Awarded  
Spring 2010

Acevedo	Guadalupe	AA	BUS
Aceves	Cruz	AA	BUS
Acosta	Antonio	AA	LA
Acosta	Antonio	AA	PSYC
Agsalog	Angie	AA	PARA
Aguilar Marquez	Yessika	AA	LA
Aguirre	Martha	AA	BUS
Aguirre	Martha	AA	LA
Akhlaghi	Nicole	AS	OTA
Al Bajali	Maryana	AA	IB
Alcaraz	Merardo	AA	LA
Alejandres	Luz	AA	EDUCE
Alejandres	Luz	AA	LA
Alpert	Amanda	AS	NRSRG
Alvarado	Natally	AA	LA
Alvarado	Sarahi	AA	LA
Alvarez	Veronica	AA	HUDPC
Amavizca	Evelyn	AS	NRSRG
Amelita	Ruurd	AA	LA
An	Sinhee	AA	LA
Aniag	Elise	AS	NRSRG
Anticona	Steve	AS	BIOL
Araiza	Nicholas	AS	FTPFS
Araki	Yoko	AS	NRSRG
Arbabi	Mani	AA	PARA
Arceo	Elena	AA	LA
Arceo	Hugo	AA	LA
Arellano	Jaime	AA	LA
Arevalo	Carina	AS	NRSRG
Argo	Albert	AS	NRSRG
Arizaga	Amy	AA	LIBR
Armenta	Jimmy	AA	LA
Armstrong	Michelle	AS	NRSRG
Audelo	Erick	AS	MA
Avalos	Ricardo	AA	LA
Averill	Tyler	AA	LA
Avila	David	AA	LA
Avila	Sandra	AA	LA
Avila	Suzanne	AS	OTA
Awad	Issa	AA	LA
Ayub	Alisha	AA	LA
Babbitt	Matthew	AS	FTPFS
Badosa	Alicia	AA	LA
Bahadursingh	Deeann	AA	SLPA
Baird	Linda	AS	OTA
Baker	Karen	AA	SLPA
Banales	Adrian	AS	FTPFS
Barajas	Nancy	AA	FDM
Barcenaz	Rene	AA	LAUT
Barrera	Bianca	AA	PSYC
Barut	Lynn	AS	NRSRG
Battulga	Zolzaya	AA	LA

Santa Ana College  
Degrees Awarded  
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Bayati	Jenna	AA	LA
Bejar	Adolfo	AA	LA
Bello	Chrystina	AA	SOC
Bello	Elliuith	AA	LA
Benitez	Jose	AA	LA
Berber	Johann	AA	LA
Bernatzke	Kevin	AS	FTPFS
Betancourt	Delia	AS	OTA
Billeh	Yousef	AS	PHAR
Blancas	Vania	AA	LA
Blanco	Ismael	AA	LA
Blocker	Terrie	AA	LA
Bohlin	Jeffrey	AS	FTPFS
Bongiovanni	Jane	AS	OTA
Borroel	Daniel	AA	LA
Boschen	Lindsey	AS	NRSRG
Bowen	Andrew	AA	LA
Bowen	Andrew	AA	MGT
Brannan	Michael	AA	LA
Brown	Beth	AS	NRSRG
Buggeln	Doreen	AS	OTA
Bui	Anh	AA	LA
Bui	Anh	AS	SCI
Bui	Binh	AA	ACCT
Bui	Thuy	AS	SCI
Bunce	Joshua	AA	LA
Bunce	Joshua	AA	PHIL
Burgos Cruz	Madelena	AA	LA
Burns	Jennifer	AS	NRSRG
Bustamante	Mario	AA	BUS
Bustamante	Mario	AA	LA
Bustamante	Mayra	AA	LA
Bustos	Karin	AA	LA
Butler	Graciela	AA	SLPA
Cabrera	Roxana	AA	LA
Calamateos	Jose	AA	LA
Camacho	Guadalupe	AA	LA
Capellino	Nelson	AA	LA
Caporal	Nicole	AS	NRSRG
Capps	Justin	AS	FTPFS
Cardoza	Evelyn	AA	PSYC
Carmona	Julliana	AA	LA
Carreno	Jessett	AS	NRSRG
Carrera	Citlali	AA	LAUT
Carrera	Walter	AA	LA
Carrillo	Frank	AA	BM
Carrillo	Frank	AA	BUS
Carter	Karina	AA	LA
Castroferro	Ynaky	AA	MKTG
Castruita	Christopher	AA	ECON
Cervantes	Michelle	AA	LAUT
Chan	Jennifer	AS	NRSRG

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Spring 2010

Chang	Li Tung	AA	LA
Chapman	Tara	AA	LA
Chavez	Mayra	AA	LA
Chavez	Mayra	AS	MATH
Chavez	Vianney	AA	LA
Chen	Ker Chia	AS	PHYS
Chen	She-Chia	AA	LA
Chen	She-Chia	AS	SCI
Cheng	Dianne	AS	NRSRG
Chew	Wendy	AA	LA
Childs	Wendy	AA	LA
Chin	James	AA	LA
Chirdon	Joel	AS	NRSRG
Chu	Ha	AA	LA
Chu	Thinh	AA	LA
Chun	Frederick	AS	FTHM
Chun	Haejin	AS	NRSRG
Chun	Sung	AS	NRSRG
Clara	Lucia	AS	NRSRG
Clark	Sharon	AA	LA
Cogan	Kyle	AS	NRSRG
Contreras	Antoinette	AA	BUS
Contrerasdecervantes	Columba	AA	LA
Covarrubias	Carlos	AA	LA
Cowley	Marshal	AS	NRSRG
Crum	Megan	AS	NRSRG
Cruz	Christopher	AA	LA
Cruz	Hernina Joy	AA	LA
Cuevas	Veronica	AS	NRSRG
Dagostino	Andrea	AS	NRSRG
Dak	Aaron	AS	FTPFS
Dameron	James	AS	FTPFS
Dang	Huong	AA	LA
Dang	Tam	AA	ACCT
Dang	Tam	AA	BUS
Dang	Tam	AA	LA
Dantic	Rapziel	AA	LA
Danzansodov	Ariunjargal	AA	BUS
Danzansodov	Ariunjargal	AA	LA
Dashnyam	Onon	AA	LA
Dawkins	Ikeia	AA	LA
De Alba	Jason	AA	ART
De la Torre	Heriberto	AA	LA
De la Vega	Abram	AA	LA
De Luna	Mark	AS	NRSRG
De Veyra	Clarice	AA	LA
Decker	Matthew	AA	LA
Delgado	Mireya	AA	LA
Deutsch	Dorcena	AA	PARA
Devito	Claudia	AS	NRSRG
Dhaliwal	Navreet	AA	POLT
Diaz	Alberto	AA	LA

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Diaz	Leonardo	AA	BUS
Dinh	Hai	AA	BUS
Dinh	Hai	AA	LA
Dinh	Jennie	AA	LA
Dinh	Kim	AA	BUS
Dionicio	Geraldine	AA	LA
Do	Tammy	AA	BA
Doan	Audrey	AA	BUS
Doan	Audrey	AA	LA
Dohoney	Kenneth	AA	LA
Dolan	John	AA	CJ
Dolan	John	AA	LA
Dolan	Kirren	AA	LA
Domingues	Samantha	AS	OTA
Dominguez	Francelia	AA	LA
Dominguez	Maria	AA	BUS
Dominguez	Maria	AA	LA
Dooley	Cinthia	AS	NRSRG
Drootin	Melinda	AA	SLPA
Duenas	Edmar	AA	LA
Dufresne	Amanda	AS	OTA
Dula	Jessica	AA	PARA
Duong	Do	AA	BUS
Duong	Do	AA	LA
Eads	Stephanie	AS	NRSRG
Echolds	Nora	AA	LA
EI	Reyan	AA	EDUCE
Enos	Daniel	AA	LA
Erickson	Luke	AS	FTPFS
Esparza	Ruben	AA	LA
Espindola	Juan	AA	BUS
Espino	Barbara	AA	HUDPC
Espinoza	Alejandra	AS	CHEM
Espinoza	Cindy	AA	LAUT
Espinoza	Cindy	AS	NRSRG
Espinoza	Gabriel	AS	FTPFS
Espinoza	Jacqueline	AA	BUS
Espinoza	Jazmin	AA	LA
Espinoza	Maritza	AA	LA
Estrada	Maritza	AA	LA
Eusebio	Elizabeth	AA	LA
Everett	Sara	AA	LA
Feliciano	Serena	AA	LA
Feri	Ma	AA	LA
Figueroa	Carolanne	AA	IB
Figueroa	Carolanne	AA	LA
Flora	Traci	AA	SLPA
Florentino	Gerardo	AS	FTPFS
Flores	Rosalva	AS	FTPO
Florida	Cynthia	AA	LA
Fu	Albert	AS	NRSRG
Fuentes	Elva	AS	MA

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Gallegos	Lydia	AS	NRSRG
Gan	Leeann	AS	OTA
Garcia	Alex	AA	LA
Garcia	Andy	AA	LA
Garcia	Armenia	AA	LAUT
Garcia	Elizabeth	AA	LA
Garcia	Evangelina	AA	HUDPC
Garcia	Jessica	AA	CJ
Garcia	Jose	AA	BUS
Garcia	Jose	AA	CIS
Garcia	Juan	AA	GEOG
Garcia	Judith	AA	LA
Garcia	Lynnelle	AA	LAUT
Garcia	Manuel	AA	LA
Garcia	María	AA	LA
Garcia	Nancy	AA	LA
Garcia	Sarah	AA	LA
Garcia	Susana	AS	NRSRG
Garcia	Wendy	AA	IB
Garcia	Wendy	AA	LA
Gardea	Lillybeth	AA	SOC
Garrido	Bryant	AA	CJ
Geoghan	Jamie	AA	LA
Gibson	Reid	AS	FTPFS
Gieseke	Michelle	AA	ART
Globisz	Lukas	AA	LA
Gogerty	Deborah	AA	PARA
Golebiowski	Renee	AS	NRSRG
Gomez	Adam	AA	LA
Gomez	Gabriela	AA	SLPA
Gomez	Monica	AA	LA
Gonzalez	Andres	AA	BUS
Gonzalez	Danny	AA	LA
Gonzalez	Danny	AA	PSYC
Gonzalez	Julian	AS	FTPFS
Grajeda	Yvonne	AA	LA
Graves	Trevor	AS	FTPFS
Greif	Suzan	AS	NRSRG
Guerrero	Jose	AA	PSYC
Guerret	Michael	AS	BIOL
Guillen	Norma	AA	EDUCE
Guillen	Norma	AA	LA
Gutierrez	Nancy	AA	LA
Gutierrez	Saira	AA	LA
Guzman	Nabila	AA	LAUT
Guzman	Nabila	AA	POLT
Guzman	Yovana	AS	OTA
Ha	David	AA	PARA
Ha	Nhu	AA	LA
Halvorson	Suzzette	AA	SLPA
Hamaguchi	Takashi	AS	FTPFS
Handford	Ryan	AA	LA

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Harden	Anncherie	AS	NRSRG
Harp	Katlyn	AA	LA
Harrizon	Jennifer	AA	LA
Haynes	Belinda	AA	SLPA
Henry	Spencer	AS	FTPFS
Hernandez	Arnulfo	AA	LA
Hernandez	Carlos	AS	MA
Hernandez	Claudia	AS	NRSRG
Hernandez	Cristal	AA	LA
Hernandez	Edgar	AA	LAUT
Hernandez	Ivan	AA	LA
Hernandez	Leslie	AA	LA
Hernandez	Malissa	AA	LA
Hernandez	Marco	AA	LA
Hernandez	Victoria	AA	LAUT
Hernandez	Yovanic	AA	ART
Higareda	Daniela	AA	LA
Hikomae	Taeko	AA	LA
Hillis	David	AA	LA
Hillis	David	AS	CHEM
Hillis	David	AS	SCI
Hively	Richard	AA	LA
Ho	Bryan	AS	NRSRG
Hoang	Jaslynn	AA	BUS
Hoang	Jaslynn	AA	LA
Hoang	Nguyet	AS	CHEM
Hoang	Nikki	AA	BUS
Hoang	Nikki	AA	LA
Hoke	Gisela	AS	NRSRG
Hon	Man	AA	LA
Hong	Huy	AA	BUS
Hong	Phuoc	AA	BUS
Hong	Phuoc	AA	LAUT
Horrocks	Diana	AA	PARA
Hourani	Dina	AA	LA
Hunter	Kenny	AS	FTPFS
Hunter	Richard	AS	FTPFS
Huynh	Vy	AA	LA
Ibarra	Tedeo	AA	IB
Ibe	Tara	AA	LA
Imai	Kiyomi	AA	LA
Inman	Cody	AA	LA
Isais	Maria	AS	NRSRG
Ito	Masae	AA	MKTG
Jaime	Jeffrey	AS	FTPFS
Jaimes	Jetsabeth	AA	LAUT
Jaramillo	Sonia	AA	LAUT
Jaros	Allegra	AA	LAUT
Jimenez	David	AA	BUS
Jimenez	Gerardo	AA	LA
Jimenez	Justin	AS	FTPFS
Jones	Jerry	AS	OTA

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Jones	Veronica	AA	LAUT
Kamara-Kay	Andrew	AA	SPCH
Khadka	Rabi	AA	BUS
Khan	Ahmad	AA	LA
Killen	Daniel	AA	LA
Kinnaird	John	AS	FTPFS
Kirkland	Gina	AS	FTFA
Kleidon	Cortnee	AA	LA
Kleinschmidt	Christopher	AA	LAUT
Knight	Erica	AA	BUS
Knight	Erica	AA	ECON
Konishi	Yuka	AA	HUDPC
Konishi	Yuka	AA	LA
Korzelius	Jessika	AA	LA
Koster	Devon	AA	LIBR
Krahl	Carolyn	AS	NRSRG
Krause	Julie	AS	NRSRG
Kwoen	Alden	AA	ECON
Laseria	Luis	AA	LA
Le	An	AA	LA
Le	Bao tran	AA	LA
Le	Hang	AS	MA
Le	Huy	AA	LA
Le	Kim Dong	AS	NRSRG
Le	Nha	AA	BUS
Leanos	Daniel	AA	LA
Ledgerwood	Elisa	AS	NRSRG
Leon	Claudia	AA	LA
Lindsey	Sara	AA	LA
Lira	Maribel	AA	LA
Lizalde	Luis	AA	CMPR
Loera	Christina	AA	LA
Loera	Fabian	AA	LA
Loera	Fabian	AA	TV
Lopez	Ana	AS	NRSRG
Lopez	Antonio	AA	BUS
Lopez	Antonio	AA	LA
Lopez	Blanca	AA	EDUCE
Lopez	Blanca	AA	LA
Lopez	Elizabeth	AA	LA
Lopez	Jessica	AA	HUDPC
Lopez	Julio	AS	DSL
Lopez	Maria	AA	LA
Lopez	Oliver	AA	LA
Lopez	Yanely	AA	LA
Lopez Zuno	Dalia	AA	LA
Loyola	Sonia	AS	NRSRG
Luedeke	Amy	AS	OTA
Lujan	Allison	AA	LA
Luong	Trang	AA	LA
Luu	Anhdao	AA	LA
Luu	Nga	AA	LA

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Luu	Van	AA	BUS
Luu	Van	AA	LA
Ly	Becky	AA	SLPA
Ly	Lesley	AA	LA
Ly	My	AA	BUS
Ly	My	AA	LA
Lydeen	Tammy	AA	BUS
Lydeen	Tammy	AA	ECON
Lydeen	Tammy	AA	LA
Ma	Khin	AS	NRSRG
Macias	Anthony	AA	LA
Maciel	David	AS	NRSRG
Magallanes	Jorge	AA	GEOG
Magallanes	Jorge	AA	LA
Magallon	Joaquin	AA	LA
Mahlmeister	Andrew	AA	LA
Mai	Thuy	AA	LA
Maldonado	Edgar	AA	LA
Maldonado	Jesse	AA	PSYC
Maldonado	Karen	AA	LA
Maldonado	Maria	AA	LAUT
Mander	Mai	AA	ACCT
Manzanares	Gladys	AA	HUDPC
Mares	Jessica	AA	LA
Marin	Jose	AA	LA
Marin	Margaux	AS	NRSRG
Marquez	Daniel	AA	LAUT
Marquez	Kristin	AS	NRSRG
Marroquin	Alitt	AA	LAUT
Marrufo	Dafne	AA	LAUT
Marshall	Julie	AS	NRSRG
Martin	Chris	AS	FTPFS
Martinez	Alvino	AA	LAUT
Martinez	Christine	AA	LAUT
Martinez	Maribel	AA	LA
Martinez	Rosa	AA	LAUT
Martinez	Rosa	AA	PSYC
Mascarinia	Anita	AS	OTA
Mata	Lucia	AA	LA
May	Jason	AS	FTCO
May	Jason	AS	FTFA
Mc Arthur	Kevin	AS	FTPFS
Mc Carty	Megan	AA	HUDIT
McBride	Michelle	AA	PARA
McCormack	Taylor	AA	HIST
McCoy	Tracy	AS	OTA
McGaughy	Anna	AS	NRSRG
Means	Ryan	AA	LA
Mejia	Cynthia	AA	LAUT
Melendrez-Morales	Michelle	AS	NRSRG
Mena	Lupita	AA	LA
Mena	Rafael	AA	CJ

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Mendez	Edith	AA	LA
Mendez	Felipa	AA	HUDPC
Mendoza	Ana	AA	LAUT
Mendoza	Elba	AA	HUDPC
Mera	Jordan	AA	LA
Metoyer	Lesley	AS	NRSRG
Meza	Jaide	AA	HUDPC
Meza	Sally	AA	JOURB
Michel	Cesar	AA	LA
Miranda	Nancy	AA	MOLA
Mizumoto	Mizuho	AA	BA
Mizumoto	Mizuho	AA	BADP
Monge	Sasha	AA	LA
Montenegro	Chelsea	AA	LAUT
Montenegro	Chelsea	AA	PSYC
Moore	Raphael	AS	OTA
Moore	Robbyn	AA	LA
Morales	Dena	AA	CJ
Morales	Dena	AA	LA
Moreno	Ana	AA	LA
Moreno	David	AA	BUS
Moreno	David	AA	LA
Moreno	Erika	AA	LA
Moreno	Jose	AA	CJ
Mosley	Troy	AA	LA
Mota	Maria	AA	LA
Motesharrei	Saeid	AS	NRSRG
Muhammed	Trohier	AA	LA
Munguia	Brenda	AA	LAUT
Munguia	Irvin	AA	LA
Muniz	Antonio	AA	LA
Munoz	Dolores	AS	NRSRG
Munoz Cervantes	Yessica	AS	NRSRG
Murillo	Elisa	AA	LA
Murillo	Jose	AA	LA
Murillo	Jose	AS	SCI
Murphy	Collin	AA	LAUT
Murphy	Collin	AS	FTPFS
Murphy	Ryan	AS	FTPFS
Murray	Angela	AA	LA
Narvaez	Fabricio	AA	ACCT
Navarro	Jose	AA	LA
Negrete	Ruth	AA	HUDPC
Negrete	Ruth	AA	LA
Neri	William	AA	LA
Nghiem Ba	Trinh	AA	BUS
Ngo	Tu	AA	BUS
Ngo	Tu	AA	LAUT
Ngo	Van	AA	EDUCE
Nguyen	Anh	AA	BUS
Nguyen	Anh	AA	LA
Nguyen	Baongoc	AA	LA

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Nguyen	Benedict	AA	LA
Nguyen	Benedict	AS	SCI
Nguyen	Bichthu	AS	NRSRG
Nguyen	Calvin	AA	LA
Nguyen	Dat	AA	LA
Nguyen	Dat	AS	CHEM
Nguyen	Dat	AS	SCI
Nguyen	Duy	AA	LA
Nguyen	Gina	AA	LA
Nguyen	Gina	AS	CHEM
Nguyen	Jennifer	AA	BUS
Nguyen	Joyceline	AA	LA
Nguyen	Khang	AA	LA
Nguyen	Khang	AS	CHEM
Nguyen	Khang	AS	PHYS
Nguyen	Khang	AS	SCI
Nguyen	Khanh	AA	BUS
Nguyen	Khanh	AA	LA
Nguyen	Khuyen	AA	BUS
Nguyen	Khuyen	AA	LA
Nguyen	Kim	AA	BUS
Nguyen	Kim	AA	LA
Nguyen	Kim	AA	LA
Nguyen	Kim	AS	BIOL
Nguyen	Kim	AS	CHEM
Nguyen	Kim	AS	SCI
Nguyen	Linda	AA	PSYC
Nguyen	Loc	AA	LA
Nguyen	My	AA	BUS
Nguyen	My	AA	LA
Nguyen	Ngan	AA	LA
Nguyen	Ngoc	AA	BUS
Nguyen	Ngoc	AA	LA
Nguyen	Nguyet	AA	LAUT
Nguyen	Nhat	AA	BUS
Nguyen	Nhat	AA	LA
Nguyen	Nhut	AA	BUS
Nguyen	Nhut	AA	LA
Nguyen	Pauline	AA	BUS
Nguyen	Phuong	AA	LA
Nguyen	Phuong	AA	LAUT
Nguyen	Phuong	AS	CHEM
Nguyen	Phuong	AS	SCI
Nguyen	Quynhanh	AA	LA
Nguyen	Steven	AA	BUS
Nguyen	Steven	AA	LA
Nguyen	Tai	AA	LA
Nguyen	Thuy	AA	BUS
Nguyen	Thuy	AA	LA
Nguyen	Tien	AA	LA
Nguyen	Tien	AS	CHEM
Nguyen	Tien	AS	SCI

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Nguyen	Timon	AA	BUS
Nguyen	Tram	AA	BUS
Nguyen	Tram	AA	LA
Nguyen	Tram	AA	LA
Nguyen	Trong	AS	MFGCA
Nguyen	Trong	AS	MNGMA
Nguyen	Trong	AS	MNGPA
Nguyen	Tuyenanh	AA	LAUT
Nguyen	Uyen	AA	LAUT
Nguyen	Xuan	AA	LA
Nieto	Jesus	AA	LA
Norton	Brittany	AA	PARA
Nunez	Georgina	AA	LA
Nunez	Marisol	AA	LA
Ochoa	Jonathan	AA	CJ
Ochoa	Marisela	AA	LA
Oh	Mary	AS	NRSRG
Oldja	Dorina	AS	NRSRG
Olive	Heriberto	AA	LA
Olmedo Mendizabal	Marisela	AA	HIST
Omalley	Connor	AA	PARA
Onaga	Akihiro	AA	LA
Ordonez	Ipanema	AA	LA
Orellana	Biviana	AA	LA
Oropeza	Christina	AA	LA
Oropeza	Jose	AA	LA
Oropeza	Sarah	AA	LA
Ortega	Tania	AA	LA
Ortega	Vanessa	AA	LA
Ortiz	Lizette	AA	LA
Ortiz	Marty	AA	LA
Ortiz	Salina	AA	LA
Osborne	Randall	AS	FTPO
Osoria	Ruby	AA	LAUT
Ouano	Noreen	AS	OTA
Pajarito	Kyle	AA	LA
Park	Esther	AS	NRSRG
Parr	Elyse	AA	LA
Pastrana	Sandra	AA	HUDPC
Pastrana	Sandra	AA	LA
Patino	Barbra	AS	NRSRG
Patino	Veronica	AA	LA
Patino	Veronica	AA	PSYC
Pedroza	Adrian	AA	LA
Pellerito	Christian	AA	LA
Penaloza	Zulma	AA	LAUT
Peralta	Eduvina	AA	LAUT
Perez	Georgina	AA	LA
Perez	Jennifer	AA	LAUT
Pham	Christine	AA	LA
Pham	Phuong	AA	SLPA
Phan	Dang	AA	BUS

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Phan	Dang	AA	LA
Phan	Minh	AA	LA
Phan	Peter	AA	LA
Phan	Trungnghia	AA	BUS
Pianowski	Paul	AS	FTPFS
Pluma	Alelah	AA	LA
Potter	Cindy	AS	NRSRG
Queriapa Arias	Lenny	AA	CJ
Queriapa Arias	Lenny	AA	LA
Raman	Neema	AA	SLPA
Ramirez	Daisy	AA	LA
Ramirez	Elizabeth	AA	LA
Ramirez	Ivan	AA	LA
Ramirez	Kevin	AA	LA
Ramirez	Lorenzo	AA	LA
Ramirez	Maria	AA	LA
Ramirez	Omar	AA	BUS
Ramirez	Omar	AA	LA
Ramos	Doria	AA	LA
Ramos	Iris	AA	LAUT
Rangel	Lucina	AA	LA
Rauga	Ronald	AA	BUS
Ray	Joel	AS	FTPFS
Recinos	Ligia	AA	LA
Recinos	Ligia	AA	SOC
Reyes	Cesareo	AA	CJ
Reyes	Cesareo	AA	LA
Reyes	Lcje	AA	EDUCE
Reyes	Lcje	AA	LAUT
Reyes	Maricela	AA	PSYC
Reyes	Veronica	AS	NRSRG
Rineberg	Jutta	AA	BUS
Rineberg	Jutta	AA	LA
Rivas	Ana	AA	HUDPC
Rivera	Ana	AA	BUS
Rivera	Ana	AA	LA
Rivera	Angie	AA	BUS
Rivera	Bryan	AA	ACCT
Rivera	Bryan	AA	LA
Rivera	Melissa	AA	LA
Roberts	Andrew	AA	LAUT
Roberts	Andrew	AS	FTPFS
Roberts	Natalia	AA	LA
Robinson	Kurt	AA	LA
Robles	Maria	AA	LA
Rodriguez	Amy	AA	LAUT
Rodriguez	Angelica	AA	LA
Rodriguez	Brenda	AA	LA
Rodriguez	Christian	AA	LAUT
Rodriguez	Christian	AS	BIOL
Rodriguez	Christian	AS	CHEM
Rodriguez	Christian	AS	SCI

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Rodriguez	Laura	AA	LA
Rodriguez	Lizette	AA	LA
Rodriguez	Victoria	AA	LA
Rojas	Mariela	AS	NRSRG
Rojas	Marysol	AA	LAUT
Roman	Estela	AA	LA
Roman	Jesus	AA	BUS
Roman	Jesus	AA	ECON
Romero	Cesar	AA	LA
Rosas	Marina	AA	LA
Rowan	Naoko	AS	NRSRG
Ruegg	Monica	AA	SLPA
Saldana	Jose	AA	LA
San Filippo	Guadalupe	AA	LA
Sanchez	Beatriz	AA	LAUT
Sanchez	Carlos	AA	BUS
Sanchez	Carlos	AA	ECON
Sanchez	Francisco	AA	LA
Sanchez	Gladis	AA	CJ
Sanchez	Gladis	AA	LA
Sanchez	Ramon	AA	LA
Sanchez	Rodolfo	AS	OTA
Sanchez	Topazio	AA	LA
Sanchez	Topazio	AS	SCI
Sanchez	Yisela	AA	LA
Sanchez Moreno	Jose	AA	LA
Santana-Baiza	Maria	AA	EDUCE
Santiago	Deana	AA	LA
Santos White	Gliselda	AS	NRSRG
Schepps	Paul	AA	PSYC
Schreiner	Eli	AA	BUS
Schreiner	Eli	AA	ECON
Schreiner	Eli	AS	PHYS
Schueller	Jennifer	AA	LA
Schumperli	G	AS	OTA
Seller	Peter	AA	LA
Senethavong	Chansingha	AA	LA
Senethavong	Matoula	AA	LA
Share	David	AS	NRSRG
Shearer	Eric	AA	LA
Sheasby	Catherine	AA	PARA
Shigaki	Sandra	AA	SLPA
Shin	Seunghuen	AA	LA
Silva	Maria	AS	MA
Sim	Seng	AA	LA
Skelly	Danielle	AA	LA
Slatin	Denise	AA	PARA
Smith	Clayton	AS	FTPFS
Smith	Evan	AA	LA
Smith	Latanya	AS	OTA
Smyth	Steven	AS	FTPFS
Snavely	Jamie	AA	PARA

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Snyder	Lauren	AA	LA
Solares	Eddie	AA	LA
Solares	Eddie	AS	PHYS
Solares	Eddie	AS	SCI
Solbes	Araleah	AS	OTA
Solorio	Summer	AS	NRSRG
Soriano	Esveide	AA	LA
Sorto	Dulce	AA	BUS
Sosa	Christina	AA	LA
Sotoodeh	Shahin	AA	LA
Steeber	Michael	AS	FTPFS
Sterling	David	AA	PARA
Stuczynski	Steven	AA	LA
Suginohara	Sayaka	AA	LA
Tajalle	Yannine	AA	LAUT
Talarico	Daniela	AA	LA
Tapscott	Brian	AS	FTPFS
Taylor	Kt	AA	LA
Tellez	Israel	AA	LA
Terrones	David	AA	BUS
Terrones	David	AA	MKTG
Thoeun	Susana	AA	GEOG
Thomas	Marie	AS	OTA
Thompson	Dan	AS	FTPFS
Thompson	Jennifer	AS	OTA
Thornton	Michael	AA	ECON
Tinz	Christina	AS	NRSRG
To	Ngocphuong	AS	MA
Torres	Andy	AS	FTPO
Torres	Brenda	AA	EDUCE
Torres	Brenda	AA	LA
Torres	Daniel	AS	FTPFS
Torres	Janet	AA	LIBR
Torres	Jessica	AA	LAUT
Torres	Joel	AS	OTA
Torres	Jovanna	AA	LA
Torres	Laura	AA	EDUCE
Torres	Tiara	AA	LA
Tran	Dinh	AA	LA
Tran	Duc	AA	LA
Tran	Duc	AS	CHEM
Tran	Dung	AS	MA
Tran	Huy	AA	BUS
Tran	Linh	AA	LA
Tran	Ninh	AA	LA
Tran	Uyen	AS	OTA
Trang	Hanh	AS	BIOL
Trang	Hanh	AS	SCI
Trinh	Melissa	AA	LA
Trinidad	Jasmine	AA	LA
Truong	Linh	AS	NRSRG
Turman Bates	Linnea	AA	PARA

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Turmunkh	Khongorzul	AA	BUS
Ulmer	Rodrick	AA	LA
Urias	Natalie	AA	LA
Valdez	Pedro	AA	CJ
Valdez	Pedro	AA	LA
Valencia	Gerard	AS	AUTO
Valenzuela	Natalie	AS	NRSRG
Valerio	Victor	AA	LA
Van	Dung	AA	BUS
Van	Dung	AA	LA
Vargas	Mayra	AA	LAUT
Vazquez	Aidee	AA	SLPA
Vazquez	Onofre	AA	LA
Veera	Jennifer	AS	NRSRG
Vega	Melissa	AA	CJ
Velasquez	Venus	AS	NRSRG
Vilchis	Donnovan	AA	LA
Vilchis	Fabiola	AA	LA
Vilchis	Fabiola	AS	NRSRG
Villegas	Olga	AA	PARA
Villicana	Freddy	AA	LA
Viramontes	Hilda	AA	LA
Virgen	Lesette	AA	SOC
Vo	Dung	AA	LA
Vo	Dung	AS	SCI
Vogel	Sarah	AA	LA
Wachira	Boniface	AA	LA
Wecklich	Steven	AS	FTPFS
Weed	Rebecca	AA	LAUT
Weed	Rebecca	AA	MUS
West	Terrence	AS	OTA
Wetzel	Angela	AA	LA
Wilkins	Alexandria	AA	LA
Willson	Dusty	AA	PARA
Woo	Jason	AA	LA
Wood	Kelly	AA	SLPA
Wu	Ching	AA	LA
Yap	Ryan	AS	OTA
Yi	Albion	AS	FTPFS
Yi	Paul	AS	WELD
Yokozawa	Haruka	AA	LA
Yu	Kahee	AS	NRSRG
Zamora	Daniel	AA	CIS
Zavala	Juan	AA	LA
Zavala	Robert	AA	LA

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
Santiago Canyon College - Student Services

To: Board of Trustees	Date: September 27, 2010
Re: Ratification of Santiago Canyon College Spring 2010 Graduates and Degrees	
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 for spring 2010. Also attached are the statistical tables showing degrees, certificates of achievement, and certificates awarded by major.

**ANALYSIS**

Santiago Canyon College awarded 356 associate degrees in spring 2010, as compared to 329 in spring 2009. The most significant increase was seen in Psychology with an increase of 9 and Business Administration with an increase of 7 over last year. Increases were seen in Accounting, Anthropology, Art, Biological Science, Business Management, Marketing, Modern Languages, Philosophy, Physics, Public Works – Management, Real Estate, Sociology, Survey/Mapping Sciences – Land Surveyor, and Water Utility Sciences. As we continue to phase in the Liberal Arts major with four emphases, the overall count has decreased by 6 from spring 2009. Other decreases occurred in Apprenticeship – Surveying Chief of Party, Apprenticeship – Electricity Power Lineman, Art Digital Media, Chemistry, Communication, Cosmetology, History, Political Science, and Public Works.

Santiago Canyon College awarded 409 Certificates of Achievement and 18 Certificates for a total of 427 in spring 2010, as compared to 141 in spring 2009. The reason for the dramatic increase is directly correlated to the new Certificates of Achievement for CSU and IGETC General Education Breadth. A total of 312 Certificates of Achievement were generated between the two. Other increases are noted in Cosmetology, Public Works – Management, Public Works – Construction Inspection, and Survey/Mapping Science – Land Surveying Technician. Significant decreases were seen in Apprenticeship – Electricity, Apprenticeship – Surveying Chainman, and Apprenticeship – Surveying Chief of Party.

**RECOMMENDATION**

It is recommended that the Board of Trustees ratify the recipients of the associate degrees, certificates of achievement, and certificates for spring 2010 as presented.

Fiscal Impact: None	September 27, 2010
Prepared by: Dr. John C. Hernandez, Vice President of Student Services	
Submitted by: Juan Vázquez, President	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

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# **Santiago Canyon College**

**SPRING 2010**

**Student Names  
Associate Degrees**

Spring 2010

**Santiago Canyon College**  
Graduate File Listing

September 13, 2010

<u>Degree</u>	<u>Program</u>	<u>Last</u>	<u>First</u>	<u>Honors</u>	<u>Departmental Honors</u>	<u>President's Scholar</u>
AA	Liberal Arts: Mathematics and Sciences	Abarca	Samuel			
AA	Liberal Arts	Abdulhafiz	Sarah	Honors		
AS	Survey/Mapping Sciences: Land Surveying	Aguilar	Hugo			
AA	Business Administration	Akhlaghi	Fariba			
AA	Liberal Arts	Albin	David	Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Ames	Travis	Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Angel	Lilian	Honors		
AA	Computer Science	Angel	Lilian	Honors	Departmental Honors	
AA	Liberal Arts: Arts, Humanities and Communication	Antonio	Allen			
AA	Liberal Arts	Area	Sarah			
AS	Water Utility Science: Water Treatment	Athas	Jason			
AA	Liberal Arts	Ava	Nicole			
AA	Liberal Arts	Bader	Christina			
AA	Liberal Arts	Barb Mingo	Eryn	Highest Honors		
AA	Modern Languages	Barb Mingo	Marleny			
AA	Liberal Arts	Beaver	Dustin			
AA	Business Administration	Becker	Ashley			
AA	Philosophy	Beckman	Paula	High Honors	Departmental Honors	
AA	Liberal Arts: University Transfer Studies	Belusko	Timothy			
AA	Liberal Arts	Berberet	Trina			
AA	Liberal Arts: Arts, Humanities and Communication	Betian	Jessie			
AA	Liberal Arts	Billings	Michelle			
AA	Liberal Arts	Black	Kelly			
AA	Liberal Arts	Black	Veronique	Honors		
AA	Psychology	Bombarda	Lisa	High Honors	Departmental Honors	President's Scholar
AA	Liberal Arts	Bonmar	Kimberly			
AA	Liberal Arts: Mathematics and Sciences	Boula	Charles	Honors		
AA	Business Administration	Breeher	Stephanie			
AS	Real Estate	Bright	Daniel			
AA	Liberal Arts: Arts, Humanities and Communication	Brillantes	Jessica	Honors		President's Scholar
AA	Liberal Arts	Buda	Alicia			
AA	Liberal Arts: Mathematics and Sciences	Bungert	Kaili			
AA	Liberal Arts	Buza	Carly			
AA	Liberal Arts: Arts, Humanities and Communication	Carels	Michelle			
AA	Philosophy	Carrillo	Andrew			
AA	Liberal Arts: University Transfer Studies	Carstensen	Chanel			
AA	Liberal Arts	Carta	Bonnie	High Honors		

AA = Associate of Arts

AS = Associate of Science

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**Santiago Canyon College**  
Graduate File Listing

<u>Degree</u>	<u>Program</u>	<u>Last</u>	<u>First</u>	<u>Honors</u>	<u>Departmental Honors</u>	<u>President's Scholar</u>
AA	Liberal Arts	Carter	Matthew			
AA	Liberal Arts: Arts, Humanities and Communication	Casper	Corie			
AA	Sociology	Casper	Corie			
AA	Liberal Arts	Cerna	Jason			
AA	Liberal Arts: Arts, Humanities and Communication	Cervantes	Nestor			
AA	Psychology	Cervantes	Nestor			
AA	Business Administration	Chavez	Annette			
AA	Liberal Arts: Arts, Humanities and Communication	Chavez	Whitney	Honors		
AA	Accounting	Chen	Jessica			
AA	Business Administration	Chen	Jessica			
AA	Liberal Arts: University Transfer Studies	Chen	Jessica			
AA	Business Administration	Chen	Peter			
AS	Gemology	Cheung	Ching			
AA	Liberal Arts: University Transfer Studies	Chupurdy	Jenna	Honors		President's Scholar
AA	Liberal Arts: Arts, Humanities and Communication	Cipolla	Laura			
AA	Liberal Arts: University Transfer Studies	Clapp	Mary			
AA	Philosophy	Clay	Becky	Honors		
AA	Liberal Arts	Cocherell	Katelyn			
AA	Psychology	Cocherell	Katelyn			
AA	Liberal Arts: University Transfer Studies	Collender	Julian			
AA	Liberal Arts	Cone	Erin			
AA	Liberal Arts: University Transfer Studies	Considine	Andrew			
AA	Liberal Arts	Cordova	Stephanie			
AA	Liberal Arts: Arts, Humanities and Communication	Croce	Anthony			
AA	Liberal Arts: University Transfer Studies	Cung	Katherine	Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Curran	Katie			
AA	Liberal Arts	Dabbous	Cindy			
AA	Liberal Arts	Danna	Anthony			
AA	Liberal Arts: Social and Behavioral Sciences	Davis	Kristen	Honors		President's Scholar
AA	Art	De Angelo	Chantal	High Honors	Departmental Honors	
AA	Liberal Arts: University Transfer Studies	De Jong	Elisabeth			
AA	Liberal Arts: Social and Behavioral Sciences	Deridder	Jillian			
AA	Anthropology	Desantis	Claudia	Honors	Departmental Honors	
AA	Liberal Arts: Arts, Humanities and Communication	Devries	Blake			
AA	Liberal Arts: Social and Behavioral Sciences	Diaz	Eric			
AA	Liberal Arts: Social and Behavioral Sciences	Dixon	Sheba			
AA	Liberal Arts: Social and Behavioral Sciences	Domokos	Lauren	High Honors		President's Scholar

AA = Associate of Arts

AS = Associate of Science

<u>Degree</u>	<u>Program</u>	<u>Last</u>	<u>First</u>	<u>Honors</u>	<u>Departmental Honors</u>	<u>President's Scholar</u>
AA	Liberal Arts: University Transfer Studies	Driscoll	Joshua	High Honors		
AA	Liberal Arts: Mathematics and Sciences	Duggins	Danielle	High Honors		President's Scholar
AA	Liberal Arts	Duron	Adrian			
AS	Water Utility Science: Water Distribution	Elbe	Dennis			
AS	Water Utility Science: Water Treatment	Elbe	Dennis			
AA	Liberal Arts: Arts, Humanities and Communication	Erickson	Jennifer	Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Ericson	Dana			
AS	Biological Science	Espinoza	Alejandra			
AA	Liberal Arts: Arts, Humanities and Communication	Espinoza	Alejandra			
AA	Business Administration	Espinoza	Megan			
AA	Liberal Arts: University Transfer Studies	Esquivel	Melissa			
AA	Liberal Arts: Arts, Humanities and Communication	Esser	Brian	High Honors		
AA	Liberal Arts	Estes Dorr	Caitlyne			
AA	Liberal Arts: Arts, Humanities and Communication	Estrada	Jose			
AS	Water Utility Science: Water Treatment	Evans	Patrick			
AA	Liberal Arts: University Transfer Studies	Fernandez	Jessica			
AA	Liberal Arts: Social and Behavioral Sciences	Filimon	Ilinca	Honors		President's Scholar
AA	Economics	Filimon	Ilinca	Honors	Departmental Honors	President's Scholar
AA	Liberal Arts: University Transfer Studies	Fischer	Kendall			
AA	Liberal Arts: University Transfer Studies	Fitkin	Michael			
AA	Liberal Arts: University Transfer Studies	Fitzpatrick	Erin			
AA	Philosophy	Fitzpatrick	Erin			
AS	Travel and Tourism	Flanagan	Steven	High Honors	Departmental Honors	
AA	Liberal Arts: Arts, Humanities and Communication	Flores	Eugenio			
AA	Liberal Arts: Arts, Humanities and Communication	Follo	Carrie			
AA	Liberal Arts: Arts, Humanities and Communication	Formanek	Jasmine			
AA	Liberal Arts: University Transfer Studies	Fraser	Elizabeth			
AS	Water Utility Science: Water Distribution	Gangloff	Richard			
AA	Liberal Arts: Arts, Humanities and Communication	Garcia	Ashlymne			
AA	Liberal Arts: Arts, Humanities and Communication	Garcia	Demarco			
AA	Liberal Arts	Gardener	Brady			
AA	Liberal Arts: Arts, Humanities and Communication	Garfias	Anayeli			
AA	Business Administration	Garner	Olivia			
AA	Liberal Arts: Arts, Humanities and Communication	Garr	Natasha	Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Gaschen	Marissa			
AA	Liberal Arts: Mathematics and Sciences	Gassner	Timothy	Honors		
AA	Liberal Arts: University Transfer Studies	George	Ryan			

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AA = Associate of Arts  
AS = Associate of Science

**Santiago Canyon College**

## Graduate File Listing

<u>Degree</u>	<u>Program</u>	<u>Last</u>	<u>First</u>	<u>Honors</u>	<u>Departmental Honors</u>	<u>President's Scholar</u>
AA	Liberal Arts: Arts, Humanities and Communication	Gilmartin	Donald	High Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Girgis	Sam			
AS	Survey/Mapping Sciences: Land Surveying	Giron	Abel			
AA	Liberal Arts: University Transfer Studies	Gomez	Luis			
AA	Liberal Arts	Gomez	Nayely			
AA	Business Management	Granados	Evangeline	Honors	Departmental Honors	
AA	Liberal Arts: Social and Behavioral Sciences	Green	Kailee			
AA	Liberal Arts: Arts, Humanities and Communication	Groenewold	Jeremy			
AA	Liberal Arts	Groenewold	Zachary			
AA	Liberal Arts: Arts, Humanities and Communication	Grove	Michelle			
AA	Liberal Arts	Guerino	Joshua			
AA	Business Administration	Guo	Xiaochen	High Honors	Departmental Honors	
AA	Liberal Arts: Arts, Humanities and Communication	Gutierrez	Oscar			
AS	Science	Gutierrez	Oscar			
AA	Liberal Arts: Arts, Humanities and Communication	Guy	Tim			
AS	Water Utility Science: Wastewater/Environmental Sanitation	Guzman	David			
AA	Liberal Arts	Haaker	Brandon			
AA	Liberal Arts: Arts, Humanities and Communication	Hadley	Kameron			
AA	Liberal Arts: University Transfer Studies	Haidar	Nadia			
AA	Liberal Arts: Arts, Humanities and Communication	Hernandez	Adam	Honors		
AA	Business Administration	Hernandez	Brenda			
AS	Biological Science	Hersom	Josiah			
AA	Psychology	Hiler	Marzena	High Honors	Departmental Honors	President's Scholar
AS	Water Utility Science: Water Distribution	Houlihan	Donald			
AA	Liberal Arts: Arts, Humanities and Communication	Hovarter	Madeline			
AA	Liberal Arts: Mathematics and Sciences	Hurtado	Brianna			
AA	Liberal Arts	Hvidsten	Jeremy			
AA	Liberal Arts: University Transfer Studies	Incorvia	Anthony			
AA	Liberal Arts	Iriarte	Virginia			
AA	Liberal Arts: University Transfer Studies	Janbahan	Meena			
AA	Business Administration	Jimenez	Maria			
AA	Social Science	Johnson	Ann			
AA	Liberal Arts: University Transfer Studies	Johnson	Chris			
AA	Psychology	Johnson	Chris			
AA	Liberal Arts: Mathematics and Sciences	Johnson	Richard			
AA	Liberal Arts	Johnson	Tammy			
AA	Liberal Arts: Arts, Humanities and Communication	Jones	Anthony			

AA = Associate of Arts

AS = Associate of Science

Spring 2010

**Santiago Canyon College**  
Graduate File Listing

September 13, 2010

<u>Degree</u>	<u>Program</u>	<u>Last</u>	<u>First</u>	<u>Honors</u>	<u>Departmental Honors</u>	<u>President's Scholar</u>
AA	Sociology	Jones	Tiffany	Honors		
AA	Liberal Arts	Jordan	Collen			
AA	Liberal Arts: Social and Behavioral Sciences	Juarez	Crescencio			
AA	Liberal Arts: University Transfer Studies	Julian	Chen Chen	High Honors		President's Scholar
AA	Liberal Arts	Karimi	Vahid			
AA	Liberal Arts: University Transfer Studies	Kaufman	Ryan			
AA	Psychology	Kaus	Allison			
AA	Liberal Arts: University Transfer Studies	Kawaguchi	Jonathan			
AA	Liberal Arts: Arts, Humanities and Communication	Kellison	Jessica			
AA	Liberal Arts	Kelly	Scott			
AA	Political Science	Kelly	Scott			
AA	Liberal Arts	Kelly	Shawn			
AS	Survey/Mapping Sciences: Land Surveying	Kendall	Lenka	Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Kerr	Jennifer	Honors		
AA	Philosophy	Kerr	Jennifer	Honors		
AA	History	Keylor	Mark			
AA	Liberal Arts	Khan	Emone			
AA	Psychology	Kim	Katherine			
AA	Liberal Arts: Arts, Humanities and Communication	Kincaid	Candice	Honors		
AA	Liberal Arts: Social and Behavioral Sciences	Kirkeby	David	Honors		President's Scholar
AA	Liberal Arts: University Transfer Studies	Koehler	Jennifer			
AA	Management	Koppes	Katherine	Honors		
AA	Business Administration	Koppes	Katherine	Honors	Departmental Honors	
AA	Economics	Koppes	Katherine	Honors	Departmental Honors	
AA	Liberal Arts	Koropitzer	Lital	Honors		
AA	Psychology	Koropitzer	Lital	Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Kosin	Margo			
AA	Liberal Arts: Arts, Humanities and Communication	Kuhlman	Daniel			
AA	Liberal Arts	La Rochelle	Katie			
AA	Liberal Arts: Social and Behavioral Sciences	Laabs	Jeff			
AA	Liberal Arts: Arts, Humanities and Communication	Lafountain	Shaun			
AA	Liberal Arts	Lam	Thao			
AA	Liberal Arts: Social and Behavioral Sciences	Lane	Megan	Honors		
AS	Water Utility Science: Water Treatment	Lao	Richard			
AA	Liberal Arts: University Transfer Studies	Leider	Ashlee			
AA	Liberal Arts: Mathematics and Sciences	Leshin	Sydney	Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Lettieri	Gina			

AA = Associate of Arts

AS = Associate of Science

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Spring 2010

**Santiago Canyon College**  
Graduate File Listing

September 13, 2010

<u>Degree</u>	<u>Program</u>	<u>Last</u>	<u>First</u>	<u>Honors</u>	<u>Departmental Honors</u>	<u>President's Scholar</u>
AS	Survey/Mapping Sciences: Land Surveying	Letts	Gregory			
AA	Liberal Arts	Lewis	Kathryn			
AA	Liberal Arts: Social and Behavioral Sciences	Lobitz	Darcy			
AA	Liberal Arts: Arts, Humanities and Communication	Logan	Cameron			
AA	History	Long	Jaquelyn			
AA	Liberal Arts: Arts, Humanities and Communication	Lucas	Kimberly	Highest Honors		President's Scholar
AS	Public Works Management	Lumactod	Epitacio			
AA	Liberal Arts	Lux	Emma			
AA	Liberal Arts: Arts, Humanities and Communication	Magtoto	Noel			
AA	Liberal Arts: Arts, Humanities and Communication	Mai	Janice			
AA	Liberal Arts	Malecki	Desiree			
AA	Liberal Arts: Arts, Humanities and Communication	Malm	Christina			
AA	Liberal Arts: University Transfer Studies	Mars	Marissa			
AA	Liberal Arts: Arts, Humanities and Communication	Marzett	Tyler			
AA	Liberal Arts: Social and Behavioral Sciences	Mayer	Keith	Honors		
AA	Liberal Arts: Arts, Humanities and Communication	McCollough	Kerry	High Honors		
AA	Liberal Arts: Arts, Humanities and Communication	McDonald	Jessica			
AA	Liberal Arts: Social and Behavioral Sciences	McGinnis	Megan			
AA	Business Management	Mcspadden	Milessa			
AA	Liberal Arts: Arts, Humanities and Communication	Mederos	Maria			
AA	Business Administration	Medina	Luis			
AA	Liberal Arts: University Transfer Studies	Medina	Luis			
AA	Liberal Arts	Mehta	Hetal			
AA	Liberal Arts: Arts, Humanities and Communication	Mejia	Alicia			
AA	Liberal Arts: University Transfer Studies	Melgar	Kimberly			
AA	Liberal Arts	Mellgren	Michael			
AA	Philosophy	Mellgren	Michael			
AA	Sociology	Memon	Aneesa	High Honors	Departmental Honors	President's Scholar
AA	Liberal Arts: Mathematics and Sciences	Mendes	Alisa			
AS	Biological Science	Meneses	Evelyn			
AA	Anthropology	Midgley	Deanna	Honors	Departmental Honors	
AA	Liberal Arts: Arts, Humanities and Communication	Miller	Alysha			
AA	Liberal Arts: University Transfer Studies	Miller	Jacqueline	Honors		
AA	Liberal Arts: Mathematics and Sciences	Mills	Marquie	Honors		
AA	Liberal Arts: University Transfer Studies	Minner	Madison			
AA	Liberal Arts: Social and Behavioral Sciences	Moore	Sara	Honors		President's Scholar
AA	Liberal Arts: Mathematics and Sciences	Moores	Thomas			

AA = Associate of Arts  
AS = Associate of Science

<u>Degree</u>	<u>Program</u>	<u>Last</u>	<u>First</u>	<u>Honors</u>	<u>Departmental Honors</u>	<u>President's Scholar</u>
AA	Liberal Arts: Mathematics and Sciences	Morales	Sam			
AA	Liberal Arts: Arts, Humanities and Communication	Moreno	Carlo			
AA	Liberal Arts: University Transfer Studies	Munoz	Esmeralda			
AA	Liberal Arts: Arts, Humanities and Communication	Murrell	Kathryn			
AA	Liberal Arts: Arts, Humanities and Communication	Nare	Jeffrey			
AA	Liberal Arts: Arts, Humanities and Communication	Newmaster	Michael			
AA	Liberal Arts: University Transfer Studies	Nguyen	Huy	Highest Honors		
AA	Liberal Arts: University Transfer Studies	Nguyen	Tuan	High Honors		President's Scholar
AA	History	Nguyen	Tuan	High Honors	Departmental Honors	President's Scholar
AA	Political Science	Nguyen	Tuan	High Honors	Departmental Honors	President's Scholar
AA	Liberal Arts: Arts, Humanities and Communication	Norris	Steven			
AA	Liberal Arts	Norwood	Jenna			
AA	Liberal Arts: Arts, Humanities and Communication	Novinrad	Heliya			
AA	Liberal Arts	Nunez	Ernest			
AA	Liberal Arts: Arts, Humanities and Communication	Obrien	Caitlin			
AA	Liberal Arts: Arts, Humanities and Communication	Ocampo	Edwin	Honors		
AA	Psychology	Ocampo	Edwin	Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Odonnell	Kevin			
AA	Liberal Arts: University Transfer Studies	Orand	Brittney			
AA	Liberal Arts: University Transfer Studies	Ortega	Maria			
AA	Liberal Arts: Social and Behavioral Sciences	Ortiz	Gerardo			
AA	Liberal Arts: Arts, Humanities and Communication	Ostrosky	Brandon			
AA	Liberal Arts: Arts, Humanities and Communication	Ostrosky	Justin			
AA	Psychology	Ostrosky	Justin			
AA	Liberal Arts: Social and Behavioral Sciences	Otter	Jonathan			
AA	Computer Science	Page	Lewis			
AA	Management	Paone	Michael			
AA	Liberal Arts: Social and Behavioral Sciences	Paquette	Joseph			
AA	Liberal Arts: Arts, Humanities and Communication	Parra	Jesus			
AA	Liberal Arts: University Transfer Studies	Paschal	Rolls Royce			
AA	Liberal Arts: Arts, Humanities and Communication	Pearce	Ryan			
AA	Liberal Arts: Arts, Humanities and Communication	Pedraza	Jacqueline			
AA	Liberal Arts: Arts, Humanities and Communication	Perales	Chelsea			
AA	Liberal Arts: Arts, Humanities and Communication	Peralta	Cristian			
AS	Physics	Perlas	Alvin			
AS	Science	Perlas	Alvin			
AA	Liberal Arts: Arts, Humanities and Communication	Peterson	Aloysius			

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AA = Associate of Arts  
AS = Associate of Science

**Santiago Canyon College**

## Graduate File Listing

September 13, 2010

<u>Degree</u>	<u>Program</u>	<u>Last</u>	<u>First</u>	<u>Honors</u>	<u>Departmental Honors</u>	<u>President's Scholar</u>
AA	Liberal Arts	Phan	Janette			
AA	Liberal Arts	Phillips	Matthew			
AA	Liberal Arts	Pierotti	Danielle			
AA	Liberal Arts: Arts, Humanities and Communication	Pincus	Matthew			
AA	Liberal Arts: Social and Behavioral Sciences	Pithwa	Shane			
AA	Psychology	Pithwa	Shane			
AA	Liberal Arts: University Transfer Studies	Plinski	Dana			
AS	Public Works Management	Poff	Kyle			
AA	Liberal Arts: Arts, Humanities and Communication	Porto	Christopher			
AA	Liberal Arts: University Transfer Studies	Powell	Maxwell			
AA	Liberal Arts	Privitelli	John	Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Purcha	Nathan			
AA	Liberal Arts: University Transfer Studies	Rader	Erin			
AA	Liberal Arts: Arts, Humanities and Communication	Ramirez	Maurice			
AA	Business Administration	Rash	Melyssa			
AA	Liberal Arts: University Transfer Studies	Rash	Melyssa			
AS	Survey/Mapping Sciences: Land Surveying	Remington	Ethan			
AA	Liberal Arts: Arts, Humanities and Communication	Reynolds	Heather			
AS	Biological Science	Rice	Jacob			
AS	Chemistry	Rice	Jacob			
AA	Liberal Arts: Arts, Humanities and Communication	Rice	Jacob			
AA	Psychology	Rimack	Sarah			
AA	Liberal Arts	Roche	Breanna			
AS	Water Utility Science: Water Distribution	Rodriguez	Juan			
AA	Liberal Arts	Rodriguez	Mariana			
AA	Liberal Arts: Social and Behavioral Sciences	Roldan	Daryl			
AA	Liberal Arts: Social and Behavioral Sciences	Romero	Briana	Honors		
AA	Liberal Arts: Social and Behavioral Sciences	Ross	Danielle			
AA	Liberal Arts: Arts, Humanities and Communication	Rothblum	Michelle	Honors		President's Scholar
AA	Liberal Arts	Rothfuss	Jeannie			
AA	Liberal Arts: Arts, Humanities and Communication	Rott	Chrystal			
AA	Political Science	Safar	Brittany			
AA	Liberal Arts: University Transfer Studies	Salceda	Zack			
AA	Liberal Arts: Arts, Humanities and Communication	Salgado	Kacia			
AA	Liberal Arts	Sasvin	Sonia			
AA	Liberal Arts: Social and Behavioral Sciences	Satterlee	Daniel			
AA	Liberal Arts	Schumacher	Jenna			

AA = Associate of Arts

AS = Associate of Science

<u>Degree</u>	<u>Program</u>	<u>Last</u>	<u>First</u>	<u>Honors</u>	<u>Departmental Honors</u>	<u>President's Scholar</u>
AS	Survey/Mapping Sciences: Land Surveying	Schweisinger	Michael			
AA	Business Management	Scott	Justin			
AA	Liberal Arts	Seeger	Joshua			
AS	Real Estate	Seeger	Joshua			
AA	Liberal Arts	Sepulveda	Alfredo			
AA	Liberal Arts: University Transfer Studies	Shutts	Brandon			
AA	Liberal Arts	Sioson	Jaclyn			
AS	Water Utility Science: Water Treatment	Sithi Amnuai	Philip			
AA	Liberal Arts: University Transfer Studies	Smiley	Jessica			
AA	Liberal Arts: Mathematics and Sciences	Smith	Brandon			
AA	Liberal Arts	Soedarmo	Adriyana			
AA	Business Administration	Soeung	Tiffany	Honors	Departmental Honors	
AA	Liberal Arts	Soles	Tara			
AA	Liberal Arts	Stablein	Cortney			
AA	Business Administration	Stearns	Chris			
AA	Liberal Arts: University Transfer Studies	Swenson	Bonnie			
AA	Psychology	Tabor	Douglas			
AA	Liberal Arts: University Transfer Studies	Tapia	Ivan			
AA	Liberal Arts: University Transfer Studies	Tevebaugh	Suzanne			
AS	Water Utility Science: Wastewater/Environmental Sanitation	Thompson	James			
AS	Water Utility Science: Water Distribution	Thompson	James			
AA	Liberal Arts: University Transfer Studies	Tingley	Nathaniel			
AA	Liberal Arts	Tobias	Cindy			
AA	Liberal Arts: Arts, Humanities and Communication	Torres	Alfonso			
AA	Liberal Arts: Social and Behavioral Sciences	Torres	Luis	Honors		President's Scholar
AA	Liberal Arts	Tran	David	Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Tran	Stanly			
AA	Psychology	Tran	Tracy	Honors		
AA	Liberal Arts	Tumbelston	Kristina			
AA	Liberal Arts: Arts, Humanities and Communication	Umana	Jose			
AA	Liberal Arts	Valdez	Lorenza			
AA	Liberal Arts: Arts, Humanities and Communication	Valle	Elsa			
AA	Liberal Arts: Mathematics and Sciences	Van Bel	Johann	Honors		
AA	Mathematics	Van Bel	Johann	Honors		
AS	Physics	Van Bel	Johann	Honors		
AA	Business Administration	Vega	Patience			
AA	Computer Information Systems	Vetter	Bill			

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AA = Associate of Arts  
AS = Associate of Science

**Santiago Canyon College**  
Graduate File Listing

September 13, 2010

<u>Degree</u>	<u>Program</u>	<u>Last</u>	<u>First</u>	<u>Honors</u>	<u>Departmental Honors</u>	<u>President's Scholar</u>
AA	Business Administration	Vicuna	Juan			
AA	Liberal Arts: Social and Behavioral Sciences	Vreeland	Stephanie			
AA	Liberal Arts: Arts, Humanities and Communication	Wade	Katelyn			
AA	Liberal Arts: Arts, Humanities and Communication	Wade	Kelsey			
AA	Liberal Arts	Wang	Alan			
AA	Liberal Arts	Ward	Matthew	Honors		
AA	Liberal Arts: University Transfer Studies	Warren	Stephanie			
AA	Liberal Arts: Arts, Humanities and Communication	Watt	Brooke			
AA	Liberal Arts: University Transfer Studies	Weeber	Cortney			
AA	Liberal Arts	Weissenbach	Jordan			
AA	Liberal Arts: Arts, Humanities and Communication	Wernett	Spencer			
AA	Liberal Arts	Wilcox	Holly			
AA	Business Administration	Wilkins	David			
AA	Liberal Arts: University Transfer Studies	Willey	Jessica			
AA	Liberal Arts: Mathematics and Sciences	Wong	Tak	Highest Honors		President's Scholar
AA	Liberal Arts	Wylam	Hilary			
AA	Liberal Arts: University Transfer Studies	Yamami	Leigh			
AA	Liberal Arts	Yang	Hongyue			
AA	Marketing	Yang	Hongyue			
AA	Liberal Arts: University Transfer Studies	Yeo	Alana			
AA	Liberal Arts: Arts, Humanities and Communication	Zakhrabova	Marina	Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Zana	Sarah			
AA	Liberal Arts: Arts, Humanities and Communication	Zimmer	Kelly	Honors		President's Scholar



# **Santiago Canyon College**

**SPRING 2010**

**Student Names  
Certificates of Achievement  
*and*  
Certificates**

**Santiago Canyon College**  
Graduate File Listing

4.2 (14)

<u>Certificates</u>	<u>Academic Program</u>	<u>Last</u>	<u>First</u>
CA	Apprenticeship Surveying: Chief of Party	Arellanes	Jorge
CA	Water Utility Science: Water Treatment	Armstrong	Richard
CA	Water Utility Science: Wastewater/Environmental Sanitation	Banda	Frank
CA	Water Utility Science: Water Treatment	Boede	Steven
CERT	Television/Video Communications - Media Studies	Brizzolara	Kurtis
CA	Human Development: School Age	Carta	Bonnie
CA	Apprenticeship Electricity: Power Lineman	Cervantes	Jose
CA	Cosmetology	Chang	Natalie
CERT	Cosmetician	Choeipho	Surangkana
CA	Gemology	Cohen	Natalie
CERT	Television/Video Communications - Media Studies	Collender	Julian
CA	Public Works	Crane	Kevin
CA	Public Works Construction Inspection	Crane	Kevin
CA	Cosmetology	Davila	Elvira
CERT	Survey/Mapping Sciences - Land Surveying Technician	De Los Monteros	Domenico
CA	Apprenticeship Surveying: Chief of Party	Denison	Kirk
CA	Water Utility Science: Water Distribution	Dunahee	Charles
CA	Apprenticeship Surveying: Chief of Party	Edmundson	Norris
CA	Cosmetology	Eichelberger	Matthew
CA	Cosmetology	Elliott	Taylor
CA	Public Works Management	Esparza	Gerardo
CA	Cosmetology	Esquibel	Kirsty
CA	Water Utility Science: Water Treatment	Evans	Patrick
CA	Apprenticeship Barbering	Ferguson Munoz	Brandon
CA	Survey/Mapping Sciences: Land Surveying	Giron	Abel
CERT	Survey/Mapping Sciences - Land Surveying Technician	Giron	Abel
CERT	General Marketing	Gomer	Jessyca
CA	Cosmetology	Gonzales	Denise
CA	Water Utility Science: Water Treatment	Gonzalez	Aaron
CA	Cosmetology	Gonzalez	Carlos
CA	Cosmetology	Grant	Dianna
CA	Water Utility Science: Water Treatment	Guajardo	Robert
CA	Public Works Management	Hayes	Corey
CA	Apprenticeship Surveying: Chief of Party	Hernandez	Felipe
CA	Apprenticeship Surveying: Chainman	Hernandez	Henry
CA	Apprenticeship Surveying: Chainman	Hertz	Eric
CA	Apprenticeship Surveying: Chief of Party	Horn	Nathaniel

CA - Certificate of Achievement

CERT = Certificate

<u>Certificates</u>	<u>Academic Program</u>	<u>Last</u>	<u>First</u>
CA	Apprenticeship Surveying: Chainman	Huff	Matthew
CA	Cosmetology	Huger	Candice
CA	Cosmetology	Humpton	Amanda
CERT	Television/Video Communications - Media Studies	Incorvia	Anthony
CA	Public Works Management	Jaimes	Fred
CA	Cosmetology	Jeronimo	Jessica
CA	Apprenticeship Surveying: Chief of Party	Karling	Matthew
CA	Apprenticeship Surveying: Chief of Party	Karmann	Aaron
CA	Survey/Mapping Sciences: Land Surveying	Kendall	Lenka
CERT	Survey/Mapping Sciences - Land Surveying Technician	Kendall	Lenka
CA	Apprenticeship Electricity: Power Lineman	Kenyon	Ralph
CA	Cosmetology	King	Shanell
CA	Apprenticeship Surveying: Chief of Party	King	William
CA	Cosmetology	Krust	Randi
CA	Cosmetology	Le	My
CA	Apprenticeship Surveying: Chief of Party	Lee	Thomas
CA	Survey/Mapping Sciences: Land Surveying	Lenarduzzi	Valentino
CA	Cosmetology	Lepe	Gabriela
CA	Survey/Mapping Sciences: Land Surveying	Letts	Gregory
CA	Apprenticeship Surveying: Chainman	Lopez	Kyle
CERT	Survey/Mapping Sciences - Land Surveying Technician	Loprest	Kevin
CA	Gemology	Lowrey	Julie
CA	Apprenticeship Surveying: Chief of Party	Lum	Christopher
CA	Public Works Management	Lumactod	Epitacio
CA	Public Works Construction Inspection	Mazraani	Dany
CA	Apprenticeship Surveying: Chief of Party	Mc Gowan	Bryan
CERT	Survey/Mapping Sciences - Land Surveying Technician	McEachron	Patrick
CERT	Cosmetician	McElwee	Whitney
CA	Survey/Mapping Sciences: Land Surveying	Medina	Daniel
CERT	Survey/Mapping Sciences - Land Surveying Technician	Medina	Daniel
CERT	Survey/Mapping Sciences - Land Surveying Technician	Morales	Heriberto
CA	Water Utility Science: Water Treatment	Murrietta	Robert
CA	Water Utility Science: Water Treatment	Needham	Shari
CA	Apprenticeship Surveying: Chief of Party	Nees	Matt
CA	Water Utility Science: Water Treatment	Nelson	Mark
CA	Apprenticeship Surveying: Chief of Party	Oda	Anthony
CA	Computer Science	Page	Lewis

CA - Certificate of Achievement

CERT = Certificate

4.2 (16)

**Certificates**

**Academic Program**

**Last**

**First**

CA	Apprenticeship Surveying: Chief of Party	Parker	Nathan
CA	Public Works Construction Inspection	Pena	Miguel
CA	Public Works Management	Perry	Anthony
CA	Water Utility Science: Water Distribution	Pizanie	Nicholas
CA	Cosmetology	Pizzollo	Jeanna
CA	Public Works Management	Poff	Kyle
CA	Cosmetology	Quintero	Susana
CA	Cosmetology	Quiroz	Adriana
CA	Apprenticeship Surveying: Chainman	Ramirez	Michael
CA	Public Works Management	Richards	Dan
CA	Public Works Construction Inspection	Rogers	Christopher
CA	Cosmetology	Rosas	Rosalba
CERT	Cosmetician	Sanchez	Faustina
CA	Cosmetology	Sandoval	Erendira
CA	Survey/Mapping Sciences: Land Surveying	Schweisinger	Michael
CERT	Survey/Mapping Sciences - Land Surveying Technician	Schweisinger	Michael
CA	Public Works Construction Inspection	Schwichtenberg	Robert
CA	Apprenticeship Surveying: Chief of Party	Sisko	Emery
CA	Survey/Mapping Sciences: Land Surveying	Siudzinski	Maria
CA	Cosmetology	Slipp	Halie
CA	Apprenticeship Surveying: Chief of Party	Smith	Alan
CA	Apprenticeship Electricity: Power Lineman	Smith	Chris
CA	Apprenticeship Surveying: Chainman	Smyth	William
CA	Water Utility Science: Water Distribution	Stene	Erik
CA	Gemology	Stevens	Deninne
CA	Apprenticeship Surveying: Chainman	Stewart	Ryan
CERT	Survey/Mapping Sciences - Land Surveying Technician	Tamplin	James
CA	Water Utility Science: Wastewater/Environmental Sanitation	Thompson	James
CA	Water Utility Science: Water Distribution	Thompson	James
CERT	Survey/Mapping Sciences - Land Surveying Technician	Tom	Keith
CA	Apprenticeship Surveying: Chief of Party	Turano	Trevor
CA	Apprenticeship Surveying: Chief of Party	Valencia	Rayna
CA	Cosmetology	Vasconcelos	Georgina
CA	Computer Information Systems	Vetter	Bill
CA	Apprenticeship Surveying: Chainman	Watson	Derrick
CA	Apprenticeship Electricity: Power Lineman	Wilson	Bryan
CERT	Project Management	Yanez	Cynthia

CA - Certificate of Achievement

CERT = Certificate

Spring 2010

**Santiago Canyon College**  
Graduate File Listing

September 13, 2010

**Certificates**

CA	Cosmetology
CA	Water Utility Science: Water Distribution
CA	Water Utility Science: Water Treatment
CA	Water Utility Science: Water Treatment

**Academic Program**

**Last**

Zanchez  
Zaragoza  
Zaragoza  
Zimmerman

**First**

Leticia  
James  
James  
Brian

4.2 (17)

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CA - Certificate of Achievement  
CERT = Certificate



# **Santiago Canyon College**

**SPRING 2010**

**STATISTICS**

**Santiago Canyon College**  
**Associate in Arts and Associate in Science**  
**JUNE 2010**

<u>MAJOR</u>	<u>TOTAL</u>
Accounting	1
Anthropology	2
Art	1
Biological Science	4
Business Administration	19
Business Management	3
Chemistry	1
Computer Information Systems	1
Computer Science	2
Economics	2
Gemology	1
History	3
Liberal Arts	72
Liberal Arts - University Transfer Studies	54
Liberal Arts: Arts, Humanities & Communication	91
Liberal Arts: Mathematics & Sciences	15
Liberal Arts: Social & Behavioral Sciences	25
Management	2
Marketing	1
Mathematics	1
Modern Languages	1
Philosophy	6
Physics	2
Political Science	3
Psychology	14
Public Works: Management	2
Real Estate	2
Science	2
Social Science	1
Sociology	3
Survey/Mapping Sciences - Land Surveyor	6
Travel and Tourism	1
Water Utility Science	
Water Distribution	5
Water Treatment	5
Wastewater/Environmental Sanitation	2

<b>June 2010 - Total</b>	<b>356</b>
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<u>AA Degrees</u>	<u>323</u>
<u>AS Degrees</u>	<u>33</u>

<u>Male</u>	<u>162</u>
<u>Female</u>	<u>194</u>
Students with multiple awards	27

# Santiago Canyon College

## Associate Degrees - Comparative Statistics by Semester

<u>MAJOR</u>	<u>June 2009</u>	<u>June 2010</u>
Accounting	1	1
Anthropology	1	2
Apprenticeship - Surveying		
Chief of Party	1	
Apprenticeship - Electricity		
Power Lineman	1	
Art		1
Art - Digital Media Arts	1	
Biological Science	2	4
Business Administration	12	19
Business Management	1	3
Chemistry	2	1
Communication	1	
Computer Information Systems	1	1
Computer Science		2
Cosmetology	1	
Economics	2	2
Gemology		1
History	6	3
Liberal Arts	149	72
Liberal Arts - University Transfer Studies	84	54
Liberal Arts: Arts, Humanities & Communication	14	91
Liberal Arts: Mathematics & Sciences	7	15
Liberal Arts: Social & Behavioral Sciences	9	25
Management (General)	1	2
Marketing		1
Mathematics	1	1
Modern Languages		1
Philosophy	3	6
Physics	1	2
Political Science	5	3
Psychology	5	14
Public Works	1	
Public Works: Management		2
Real Estate	1	2
Science	2	2
Social Science	1	1
Sociology	2	3
Survey/Mapping Sciences - Land Surveyor	3	6
Travel and Tourism		1
Water Utility Science		
Wastewater/Environmental Sanitation		2
Water Distribution	3	5
Water Treatment	5	5
	<b>329</b>	<b>356</b>

**Santiago Canyon College**  
**Associate in Arts and Associate in Science Degrees**  
**5 year Statistics**

<u>MAJOR</u>	<u>2005 - 06</u>	<u>2006 - 07</u>	<u>2007 - 08</u>	<u>2008 - 09</u>	<u>2009 - 10</u>
Accounting	3	3	1		1
Anthropology		1		3	2
Apprenticeship - Carpentry					
Carpentry					
Millwrighting	1				
Apprenticeship - Electricity					
Power Lineman				1	
Apprenticeship - Surveying					
Chainman				1	1
Chief of Party		1	1	1	
Art	3	1	4		1
Art - Digital Media Arts				1	
Biological Science		4	5	3	4
Business Administration	37	25	24	23	32
Business Management	3	2	4	2	8
Business Management - Entrepreneurship		1		1	1
Chemistry		1	2	2	2
Communication		1	1	1	
Computer Information Systems				2	2
Computer Science	2			1	2
Cosmetology	2	2	3	1	
Economics	2	2	1	2	3
English		1		1	
Gemology	2	1	3	1	2
Geography			1		
History	3	2	7	8	7
Human Development					
Infant - Toddler	1			1	
Preschool Child		1	2		
Liberal Arts	220	254	237	274	173
Liberal Arts - University Transfer Studies	322	323	284	166	106
Liberal Arts: Arts, Humanities & Communication				22	122
Liberal Arts: Mathematics & Sciences				10	17
Liberal Arts: Multi-Cultural Studies					
Liberal Arts: Social & Behavioral Sciences				9	31
Management	1	3	1	1	3
Marketing			2	1	3
Mathematics	3		1	3	3
Modern Languages	1	1	1		1

**Santiago Canyon College**  
**Associate in Arts and Associate in Science Degrees**  
**5 year Statistics**

<u>MAJOR</u>	<u>2005 - 06</u>	<u>2006 - 07</u>	<u>2007 - 08</u>	<u>2008 - 09</u>	<u>2009 - 10</u>
Performing Arts					
Philosophy	2		4	5	7
Physics	1	1	3	2	3
Political Science	1	4	9	7	5
Psychology	2	9	10	8	17
Public Works	2	2		3	
Public Works: Management					2
Real Estate	1	5		1	2
Science	1	3	1	3	2
Social Science				1	1
Sociology		2	1	2	3
Survey/Mapping Sciences - Land Surveyor	2	1	7	5	9
Travel and Tourism	5	3	1		2
Water Utility Science					
Water Distribution	3	11	6	6	8
Water Treatment	4	10	8	7	11
Wastewater/Environmental Sanitation	3	2	1	3	4
<b>Totals</b>	<b>633</b>	<b>683</b>	<b>636</b>	<b>595</b>	<b>603</b>
<b>Male</b>	<b>286</b>	<b>298</b>	<b>301</b>	<b>279</b>	<b>277</b>
<b>Female</b>	<b>347</b>	<b>385</b>	<b>333</b>	<b>315</b>	<b>325</b>
<b>AA Degrees</b>	<b>601</b>	<b>633</b>	<b>589</b>	<b>548</b>	<b>551</b>
<b>AS Degrees</b>	<b>32</b>	<b>50</b>	<b>47</b>	<b>47</b>	<b>52</b>

**Santiago Canyon College**  
**Certificate of Achievements and Certificates**  
**June 2010**

<u>Certificates of Achievement</u>	<u>TOTALS</u>
Apprenticeship: Barbering	1
Apprenticeship: Electricity	
Electricity Power Lineman	4
Apprenticeship: Surveying	
Chainman	8
Chief of Party	18
CSU General Educational Breadth	200 ♦
Computer Information Systems	1
Computer Science	1
Cosmetology	23
Gemology	3
Human Development: School Age	1
IGETC General Educational Breadth	112 ♦
Public Works	1
Public Works - Construction Inspection	5
Public Works - Management	7
Survey/Mapping - Land Surveyor	7
Wastewater/Environmental Sanitation	2
Water Distribution	5
Water Treatment	10

<b>TOTAL</b>	<b>409</b>
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♦ This is the first year CSU and IGETC Certificate of Achievements were offered.

<u>Certificates</u>	<u>TOTALS</u>
Cosmetology - Cosmetician	3
Marketing	1
Project Management	1
Survey/Mapping Sciences - Land Surveying Technician	10
Television/Video Communications: Media Studies	3

<b>TOTAL</b>	<b>18</b>
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Male 216  
 Female 211

<b>Combined Total</b>	<b>427</b>
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**Santiago Canyon College**  
**Comparative Statistics by Semester**  
**Certificate of Achievements *and* Certificates**

<u>Certificate of Achievements</u>	<u>June 2009</u>	<u>June 2010</u>
American Sign Language	1	
Apprenticeship - Barbering		1
Apprenticeship - Electricity		
Industrial	1	
Power Lineman	13	4
Apprenticeship - Surveying		
Chainman	29	8
Chief of Party	29	18
CSU General Education Breadth	♦	200
Computer Information Systems		1
Computer Science		1
Cosmetology	19	23
Gemology	3	3
Human Development		
Preschool Child	1	
School Age		1
IGETC General Education Breadth	♦	112
Public Works		1
Public Works - Construction Inspection	2	5
Public Works - Management		7
Real Estate	2	
Survey/Mapping Sciences - Land Surveying	6	7
Water Utility Science		
Wastewater/Environmental Sanitation		2
Water Distribution	7	5
Water Treatment	13	10
<b>Totals</b>	<b>June 2009</b> <b>126</b>	<b>June 2010</b> <b>409</b>

♦ In summer 2009 Santiago Canyon College began offering a Certificate of Achievement for CSU General Education Breadth *and* IGETC General Education Breadth.

**Santiago Canyon College**  
**Comparative Statistics by Semester**  
**Certificate of Achievements *and* Certificates**

<u><b>Certificates</b></u>	<u><b>June 2009</b></u>	<u><b>June 2010</b></u>
<b>Accounting</b>		
General Accounting	2	
<b>Cosmetician</b>	4	3
<b>Management</b>		
Supervision	1	
Human Resource Management	2	
<b>Marketing</b>		1
<b>Project Management</b>		1
<b>Public Works - Supervisor</b>	1	
<b>Survey/Mapping Sci. - Land Surveying Technician</b>	2	10
<b>TV/Video Communications- Media Studies</b>	3	3
<b>Totals</b>	<b>15</b>	<b>18</b>
	<b>June 2009</b>	<b>June 2010</b>
<b>Cumulative Total for the year</b>	<b>141</b>	<b>427</b>

Only those certificates for which Chancellor's Office approval is obtained may bear the title "certificate of achievement" and may appear on the transcript. Community colleges may also award certificates for fewer units without Chancellor's Office approval, but such certificates must be called something other than "certificate of achievement."

Provisions of this section regarding the naming or designation of certificates shall become effective for the Fall 2008 term.

**NOTE:** Authority cited: Sections 55070 and Guidelines for Section 55070, Education Code.

**Santiago Canyon College**  
**Certificate of Achievement and Certificates**  
**5 year Statistics**

<u><b>Certificate of Achievement</b></u>	<u>2005 - 06</u>	<u>2006 - 07</u>	<u>2007 - 08</u>	<u>2008-09</u>	<u>2009 - 10</u>
Apprenticeship: <b>Barbering</b>	4	2			2
American Sign Language	3	2	1	1	2
Apprenticeship - <b>Electricity</b>					
Industrial	1	6	1	6	19
Power Lineman				37	11
Sound and Communication		3			1
Apprenticeship: <b>Maintenance Mechanic</b>			1		
Apprentice I				4	
Apprentice II				3	
Apprenticeship - <b>Operating Engineers</b>					
Heavy Equipment	1				
Apprenticeship - <b>Surveying</b>					
Chainman	22	46	5	112	38
Chief of Party	7	9	19	11	22
Business Management - <b>Entrepreneurship</b>				1	
CSU General Education Breath				♦	343
Computer Information Systems					1
Computer Science	1				1
Programming	1	1			
Cosmetology	34	40	48	40	50
Gemology	14	11	20	10	6
Human Development					
Infant - Toddler				1	
Preschool Child	1		1	2	
School Age					1
IGETC - General Education Breadth				♦	161
Public Works	12	9	2	4	2
Public Works - Construction Inspection	15	7	10	10	37
Public Works - Management					9
Real Estate	2	2	4	3	
Survey/Mapping Sciences - Land Surveying	5		6	7	10
Travel and Tourism		2	2		
Water Utility Science					
Wastewater/Environmental Sanitation	10	5	7	7	8
Water Distribution	25	21	20	18	23
Water Treatment	15	24	28	21	23
♦ This is the first year CSU and IGETC Certificate of Achievements were offered.	<b>TOTALS</b>				
	<b>169</b>	<b>188</b>	<b>175</b>	<b>298</b>	<b>770</b>

**Santiago Canyon College**  
**Certificate of Achievement and Certificates**  
**5 year Statistics**

<u>Certificate</u>	2005 - 06	2006 - 07	2007 - 08	2008-09	2009 - 10
Accounting					
General Accounting		3		4	1
CIS - Web Page Design	1				1
CIS - Web Programming		1			1
Cosmetology					
Apprenticeship - Cosmetology					
Cosmetician	26	21	39	16	8
Manicuring		1	3		
Human Development: Early Child, Infant/Toddler					1
Management					
Human Resource Management	1	2	1	3	1
Small Business				1	
Supervision	2	1		2	2
Marketing					
Advertising		2	3	1	
General Marketing				1	1
Web Marketing	3	1		1	
Project Management					1
Public Works - Supervisor		1		4	2
Survey/Mapping - Land Surveying Technician		5	4	4	17
TV/Video Communications- Media Studies	4	1	1	7	8
Water Utility Supervisor		1		2	1
<b>Totals</b>	<b>37</b>	<b>40</b>	<b>51</b>	<b>46</b>	<b>45</b>

<b>Cumulative Totals</b>	<b>206</b>	<b>228</b>	<b>226</b>	<b>344</b>	<b>815</b>
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Male	130	146	112	255	441
Female	80	84	114	88	366

Only those certificates for which Chancellor's Office approval is obtained may bear the title "certificate of achievement" and may appear on the transcript. Community colleges may also award certificates for fewer units without Chancellor's Office approval, but such certificates must be called something other than "certificate of achievement."

**NOTE:** Authority cited: Sections 55070 and Guidelines for Section 55070, Education Code.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****Santa Ana College - Science, Math, and Health Sciences Division**

<b>To:</b>	<b>Board of Trustees</b>	<b>Date:</b> September 27, 2010
<b>Re:</b>	<b>Approval of Renewal of Nursing, Health Sciences, Occupational Therapy, and Pharmacy Technicians Agreement – Western Medical Center Santa Ana</b>	
<b>Action:</b>	<b>Request for Approval</b>	

**BACKGROUND**

Students in the various health sciences programs are required to participate in clinical rotation activities at sites throughout the community in order to gain practical field experiences and to apply knowledge and skills learned in college classes. The proposed clinical affiliation agreement renewal with Western Medical Center Santa Ana, located in Santa Ana, will yield appropriate clinical rotation activities for the programs.

**ANALYSIS**

The clinical affiliation agreement covers the scope of programs' operations of the facility as well as other issues relating to responsibilities for both parties. The agreement has been reviewed and approved by RSCCD Risk Management and college staff. The agreement carries no costs or other financial arrangements and is in effect for two years.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve this clinical affiliation agreement renewal with Western Medical Center Santa Ana.

<b>Fiscal Impact:</b>	<b>None</b>	<b>Board Date:</b> September 27, 2010
<b>Prepared by:</b>	<b>Norman Fujimoto, Vice President of Academic Affairs Carol Comeau, Dean of Science, Mathematics, and Health Sciences</b>	
<b>Submitted by:</b>	<b>Erlinda J. Martinez, Ed.D., President, Santa Ana College</b>	
<b>Recommended by:</b>	<b>Dr. Raúl Rodríguez, Chancellor</b>	

## **AFFILIATION AGREEMENT**

**THIS AFFILIATION AGREEMENT ("Agreement") is made and entered into as of October 1, 2010 (the "Effective Date") between Rancho Santiago Community College District, on behalf of Santa Ana College ("District"), and WMC-SA, Inc., a California corporation, doing business as Western Medical Center Santa Ana ("Hospital").**

### **RECITALS:**

**A. District offers to enrolled students a degree program in the fields of Nursing, Health Sciences, Occupational Therapy, and Pharmacy Technicians.**

**B. Hospital operates a comprehensive inpatient acute care facility licensed in the State of California ("State").**

**C. District desires to provide to its students a clinical learning experience through the application of knowledge and skills in actual patient-centered situations in an acute care facility.**

**D. Hospital has agreed to undertake training activities and to make its facility available to identified students of District for such purposes.**

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

#### **1. RESPONSIBILITIES OF DISTRICT.**

**a. Clinical Program.** District shall be responsible for the implementation and operation of the clinical component of its program at Hospital ("Program"), which Program shall be approved in advance by Hospital. Such responsibilities shall include, but not be limited to, the following:

- (1) orientation of students to the clinical experience at Hospital;**
- (2) provision of classroom theory and practical instruction to students prior to their clinical assignments at Hospital;**
- (3) preparation of student/patient assignments and rotation plans for each student and coordination of same with Hospital;**
- (4) continuing oral and written communication with Hospital regarding student performance and evaluation, absences and assignments of students, and other pertinent information;**

(5) supervision of students and their performance at Hospital, except for Occupational Therapy and Pharmacy Technicians students, who are supervised by Hospital Departmental personnel.

(6) participation, with the students, in Hospital's Quality Assurance and related programs; and

(7) performance of such other duties as may from time to time be agreed to between District and Hospital.

All students, faculty, employees, agents and representatives of District participating in the Program while on Hospital premises ("Program Participants") shall be accountable to Hospital's Administrator. District shall be responsible for causing all Program Participants to comply with the terms of this Agreement.

b. **Health of Program Participants.** District shall provide to Hospital satisfactory evidence that each Program Participant is free from contagious disease and does not otherwise present a health hazard to Hospital patients, employees, volunteers or guests prior to his or her participation in the Program. Such evidence shall include without limitation the completion of a two step tuberculin skin test (within the last twelve months) or evidence that each Program Participant is free of symptoms of pulmonary disease if the skin test is positive, a chest x-ray following a positive TB test result, and physical examination and evidence of immunity from rubella, measles and chicken pox. District and/or the Program Participant shall be responsible for arranging for the Program Participant's medical care and/or treatment, if necessary, including transportation in case of illness or injury while participating in the Program at Hospital. In no event shall Hospital be financially or otherwise responsible for said medical care and treatment.

c. **Dress Code; Meals.** District shall require the students assigned to Hospital to dress in accordance with dress and personal appearance standards approved by District. Such standards shall be in accordance with Hospital's standards regarding same. Program Participants shall pay for their own meals at Hospital.

d. **Performance of Services.** All faculty provided by District shall be duly licensed, certified or otherwise qualified to participate in the Program at Hospital. District shall have a specially designated staff for the performance of the services specified herein. District and all Program Participants shall perform its and their duties and services hereunder in accordance with all relevant local, state, and federal laws and shall comply with the standards and guidelines of all applicable accrediting bodies and the bylaws, rules and regulations of Hospital and any rules and regulations of District as may be in effect from time to time. Neither District nor any Program Participant shall interfere with or adversely affect the operation of Hospital or the performance of services therein.

e. **OSHA Compliance.** District shall be responsible for compliance by Program Participants with the final regulations issued by the Occupational Safety and Health Administration governing employee exposure to bloodborne pathogens in the workplace under Section VI(b) of the Occupational Safety and Health Act of 1970, which regulations became effective March 6, 1992, and as may be amended or superseded from time to time (the "Regulations"), including, but not limited to accepting the same level of responsibility as "the employer" would have to provide all employees with (1) information and training about the hazards associated with blood and other potentially infectious materials, (2) information and training about the protective measures to be taken to minimize the risk of occupational exposure to bloodborne pathogens, (3) training in the appropriate actions to take in an emergency involving exposure to blood and other potentially infectious materials, and (4) information as to the reasons the employee should participate in hepatitis B vaccination and post-exposure evaluation and follow-up. District's responsibility with respect to the Regulations also shall include the provision of the hepatitis B vaccination or documentation of declination in accordance with the Regulations.

f. **Training.** Prior to a student's first assignment at Hospital, the assignment of a District employee, agent or representative to work at Hospital or the first date of service (after the Effective Date) of a faculty member at Hospital, District shall require that the individual complete training regarding Hospital's patient information privacy policies and practices provided by Hospital and achieve a passing score (as defined by Hospital from time to time) on the post test. District shall maintain training records for a minimum of six years, including, without limitation, the names of those students, District employees, agents, representatives and faculty members that completed the training with the applicable date ("Training Records"). Further, District shall make the Training Records available to Hospital promptly, and without charge, upon Hospital's request.

g. **Certification.** Prior to a student's first assignment at Hospital, School shall provide proof of current/valid CPR certification ("Certification"), Healthcare Provider Level, for all students in direct patient care positions, per Hospital guidelines. Such Certification shall be provided to Hospital upon renewal/update of Certification.

h. **Criminal Background Verification.** School acknowledges that each student shall be required to submit to a criminal background check as a condition of participation in the Program and shall assist Hospital as reasonably requested to assure the timely completion of this review. Hospital shall have the right to require the withdrawal of any Program Participant in the event that Program Participant fails to meet the standards established by Hospital for acceptable criminal history.

## **2. RESPONSIBILITIES OF HOSPITAL.**

a. Hospital shall accept the students assigned to the Program by District and cooperate in the orientation of all Program Participants to Hospital. Hospital shall provide the opportunities for such students, who shall be supervised by District and Hospital, to observe and

assist in various aspects of acute care patient care. Hospital shall coordinate District's rotation and assignment schedule with its own schedule and those of other educational institutions. Hospital shall at all times retain ultimate control of the Hospital and responsibility for patient care.

b. Upon the request of District, Hospital shall assist District in the evaluation of each Program Participant's performance in the Program. However, District shall at all times remain solely responsible for the evaluation and grading of Program Participants.

**3. MUTUAL RESPONSIBILITIES.** The parties shall cooperate to fulfill the following mutual responsibilities:

a. Students shall be treated as trainees who have no expectation of receiving compensation or future employment from Hospital or District.

b. Any courtesy appointments to faculty or staff by either the District or Hospital shall be without entitlement of the individual to compensation or benefits for the appointed party.

**4. WITHDRAWAL OF PROGRAM PARTICIPANTS.**

a. Hospital may immediately remove from the premises any Program Participant who poses an immediate threat or danger to personnel or to the quality of medical services or for unprofessional behavior.

b. Hospital may request District to withdraw or dismiss a Program Participant from the Program at Hospital when his or her clinical performance is unsatisfactory to Hospital or his or her behavior, in Hospital's discretion, is disruptive or detrimental to Hospital and/or its patients. In such event, said Program Participant's participation in the Program shall immediately cease. Subject to the provisions of Subsection 4.a. above, it is understood that only District can dismiss the Program Participant from the Program at Hospital.

**5. INDEPENDENT CONTRACTOR.** The parties hereby acknowledge that they are independent contractors, and neither the District nor any of its agents, representatives, students or employees or Program Participants shall be considered agents, representatives, or employees of Hospital. In no event shall this Agreement be construed as establishing a partnership or joint venture or similar relationship between the parties hereto. District shall be liable for its own debts, obligations, acts and omissions, including the payment of all required withholding, social security and other taxes or benefits. No Program Participant shall look to Hospital for any salaries, insurance or other benefits. The provisions set forth herein shall survive expiration or other termination of this Agreement regardless of the cause of such termination.

**6. NON-DISCRIMINATION.** There shall be no discrimination on the basis of race, national origin, religion, creed, sex, age, sexual orientation, veteran status, disability or other legally protected classification in either the selection of students, or as to any aspect of the clinical training; provided, however, that with respect to disability, the disability must not be such as would, even with reasonable accommodation, in and of itself preclude the student's effective participation in the Program. The Rancho Santiago Community College District complies with all Federal and State rules and regulations and does not discriminate on the basis of race, color, national origin, gender or disability. This holds true for all students who are interested in participating in educational programs and/or extracurricular school activities. Harassment of any employee/student with regard to race, color, national origin, gender or disability is strictly prohibited. Inquiries regarding compliance and/or grievance procedures may be directed to the District's Title IX Officer and/or Section 504/ADA Coordinator.

**7. CONFIDENTIALITY.**

a. **Hospital Information.** District recognizes and acknowledges that, by virtue of entering into this Agreement and fulfilling the terms of this Agreement, District and Program Participants may have access to certain information of Hospital that is confidential and constitutes valuable, special and unique property of Hospital. District agrees that neither District nor any Program Participant will at any time, (either during or subsequent to the term of this Agreement), disclose to others, use, copy or permit to be copied, without Hospital's express prior written consent, except in connection with the performance of District's and Program Participant's duties hereunder, any confidential or proprietary information of Hospital, including, without limitation, information which concerns Hospital's patients, costs, or treatment methods developed by Hospital, and which is not otherwise available to the public.

b. **Terms of Agreement.** Except for disclosure to District's legal counsel, accountant or financial advisors (none of whom shall be associated or affiliated in any way with Hospital or any of its affiliates), neither District nor any Program Participant shall disclose the terms of this Agreement to any person, unless disclosure thereof is required by law or otherwise authorized by this Agreement or consented to by Hospital in writing. Unauthorized disclosure of the terms of this Agreement shall be a material breach of this Agreement and shall provide Hospital with the option of pursuing remedies for breach, or, notwithstanding any other provision of this Agreement, immediately terminating this Agreement upon written notice to District.

c. **Patient Information.** Neither District nor any Program Participant shall disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by Hospital in writing, any medical record or other patient information regarding Hospital patients, and District and Program Participant shall comply with all federal and state laws and regulations, and all bylaws, rules, regulations, and policies of Hospital and Hospital's medical staff, regarding the confidentiality of such information. District acknowledges that in receiving or otherwise dealing with any records or information from

Hospital about Hospital's patients receiving treatment for alcohol or drug abuse, District and Program Participant are bound by the provisions of the federal regulations governing Confidentiality of Alcohol and Drug Abuse Patient Records, 42 C.F.R. Part 2, as amended from time to time.

d. **Privacy of Health Information.** District acknowledges that Hospital must comply with the applicable provisions of the Administrative Simplification section of the Health Insurance Portability and Accountability Act of 1996, codified at 42 U.S.C. § 1320 through d-8 ("HIPAA"), and the requirements of any regulations promulgated thereunder, including, without limitation, the federal privacy regulations as contained in 45 C.F.R. Parts 160 and 164, and the federal security standards as contained in 45 C.F.R. Parts 160, 162 and 164 (collectively, the "Regulations"). Accordingly, Hospital may only disclose Protected Health Information, as defined in 45 C.F.R. 164.501, or Individually Identifiable Health Information, as defined in 42 U.S.C. § 1320d(6) (collectively, "Protected Health Information") to a student for purposes of providing treatment to Hospital patients or training the student to be a health care provider. A student may only request or use Protected Health Information about a Hospital patient for treatment and Hospital training program purposes. A student may only disclose Protected Health Information about a Hospital patient for treatment purposes to other health care providers involved in the patient's treatment or to Hospital's workforce members involved in the student's training program for hospital's training program purposes. A student shall not disclose Protected Health Information to District or its faculty, employees, agents or representatives unless direct patient identifiers are removed to create a limited data set in accordance with the limited data set standard at 45 C.F.R. § 164.514(e) and the disclosure is pursuant to a limited data set use agreement between Hospital and District that satisfies Hospital's obligations under the limited data set standard. A student may disclose a patient's health information that has been de-identified in accordance with the de-identification standard at 45 C.F.R. § 164.514(a) - (c) to District or its faculty, employees, agents or representatives for District's use in evaluating the student.

District, students and other Program Participants shall not request, use or further disclose any Protected Health Information other than for the treatment and training purposes specified in this Agreement. District and Program Participants will implement appropriate safeguards to prevent the request for, use or disclosure of Protected Health Information other than as permitted by this Agreement. District will promptly report to Hospital any uses or disclosures, of which District or Program Participants become aware, of Protected Health Information in violation of this Agreement. In the event that District contracts with any agents or independent contractors to whom District provides Protected Health Information, District shall include provisions in such agreements pursuant to which District and such agents or independent contractors agree to the same restrictions and conditions that apply to District with respect to Protected Health Information. District will make its internal practices, books and records relating to the use and disclosure of Protected Health Information available to the Secretary of the United States Department of Health and Human Services to the extent required for determining compliance with HIPAA and the Regulations.

In the event a Hospital patient (or the patient's personal representative) requests access to Protected Health Information in a Designated Record Set (as defined in 45 C.F.R. § 164.501) of Hospital from District or a Program Participant, District or the Program Participant shall immediately forward such request and any such Protected Health Information in its, his or her possession to Hospital. If a Hospital patient (or the patient's personal representative) requests an amendment of Protected Health Information in a Designated Record Set of Hospital from District or a Program Participant, then District shall or the Program Participant shall immediately forward such request and any such Protected Health Information in its, his or her possession to Hospital. Further, District or Program Participant shall incorporate any amendment approved by Hospital into any amended Protected Health Information in District's or Program Participant's possession.

If District or a Program Participant receives a request for an accounting of disclosures of Protected Health Information from a Hospital patient (or the patient's personal representative), then District or the Program Participant shall within five days forward the request to Hospital. District shall assist Hospital to determine whether any such request for an accounting is a request for an accounting of Hospital's disclosures or of District's disclosures. If Hospital determines that the request is a request for an accounting of District's disclosures and District is a Covered Entity (as defined in 45 C.F.R. § 160.103), then District shall provide the patient with the accounting required by 45 C.F.R. § 164.528. If Hospital determines that the request is a request for an accounting of Hospital's disclosures, then District and Program Participants shall within 10 days forward any information in District's or Program Participants' possession that is required for Hospital to make the accounting required by 45 C.F.R. § 164.528.

No attorney-client, accountant-client or other legal or equitable privilege shall be deemed to have been waived by District or Hospital by virtue of this Subsection.

e. **Audit.** District shall, within five business days of a written request from Hospital, make available during normal business hours at District or Hospital all records, books, agreements, systems, policies and procedures relating to the use or disclosure of PHI for the purpose of allowing Hospital to audit and determine District's compliance with this Section 7. If Hospital discovers any violation of this Section 7, District shall promptly remedy such violation following receipt of written notice describing the violation from Hospital and shall certify in writing that it cured the violation.

f. **Survival.** The provisions set forth in this Section 7 shall survive expiration or other termination of this Agreement, regardless of the cause of such termination.

## **8. INSURANCE.**

a. District and Hospital shall secure and maintain at all times during the Term, at their respective sole expense, commercial general liability insurance, (such coverage to include, without limitation, claims based on a violation of Subsection 7.d. or any applicable State law or regulation concerning the privacy of patient information, if such insurance is reasonably

available) covering themselves and their respective employees. District shall either provide coverage on behalf of Program Participants (students) or require Program Participants (students) to secure such coverage. If Program Participants (students) provide coverage on their own behalf, such coverage must be placed with an insurer approved by Hospital. Such coverage provided by District and Hospital may be afforded via commercial insurance, self-insurance, a captive, or some combination thereof at limits of at least \$1,000,000 per occurrence. Such insurance shall not be cancelable except upon 30 days' prior written notice to the other party. Such coverage shall be primary and non-contributory. Upon either party's request, the other party shall provide a certificate of insurance evidencing such coverage.

b. District and Hospital shall each secure and maintain at all times during the Term, at their respective sole expense, workers' compensation and employers' liability insurance covering their respective employees. Such coverage provided by District and Hospital may be afforded via commercial insurance or self-insurance at the following limits:

Workers' Compensation:	Statutory limits
Employers' Liability:	\$1,000,000 each accident;
	\$1,000,000 disease policy limit;
	\$1,000,000 disease each employee

Upon either party's request, the other party shall provide a certificate of insurance evidencing such coverage. District shall either provide coverage on behalf of Program Participants (students) or require Program Participants (students) to secure health insurance coverage. If Program Participants (students) provide coverage on their own behalf, such coverage must be placed with an insurer approved by Hospital.

c. District and Hospital each shall secure and maintain at all times during the Term, at their respective sole expense, professional liability insurance (medical malpractice), (such coverage to include, without limitation, claims based on a violation of Subsection 7.d. or any applicable State law or regulation concerning the privacy of patient information, if such insurance is reasonably available) covering themselves and their respective employees. District shall either provide coverage on behalf of Program Participants (students) or require Program Participants (students) to secure such coverage. If Program Participants (students) provide coverage on their own behalf, such coverage must be placed with an insurer approved by Hospital. Such coverage provided by District and Hospital may be afforded via commercial insurance, self-insurance, a captive, or some combination thereof at limits of at least \$1,000,000 per claim/occurrence and \$3,000,000 aggregate. Upon either party's request, the other party shall provide a certificate of insurance evidencing such coverage.

This coverage shall be either (1) on an occurrence basis or (2) on a claims-made basis. If the coverage is on a claims-made basis, both District and Hospital hereby agree that prior to the effective date of termination of their respective current insurance coverage, both parties shall purchase, at their respective expense, either a replacement policy annually thereafter having a retroactive date no later than the Effective Date or tail coverage in the above stated amounts for

all claims arising out of incidents occurring prior to termination of the respective parties current coverage or prior to termination of this Agreement. Upon either party's request, the other party shall provide a certificate of insurance evidencing such coverage.

**9. TERM; TERMINATION.**

a. **Term.** The initial term of this Agreement shall be two (2) years, commencing on the Effective Date.

b. **Termination.** Except as otherwise provided herein, either party may terminate this Agreement at any time without cause upon at least thirty (30) days' prior written notice, provided that all students currently enrolled in the Program at Hospital at the time of notice of termination shall be given the opportunity to complete their clinical Program at Hospital, such completion not to exceed three (3) months.

c. **Effect of Expiration or Other Termination.** Upon expiration or other termination of this Agreement, District shall and shall cause Program Participants to either return or destroy all Protected Health Information received from Hospital or created or received by District or Program Participants on behalf of Hospital, and which District or Program Participants still maintain in any form. Notwithstanding the foregoing, to the extent that Hospital agrees that it is not feasible to return or destroy such Protected Health Information, the terms and provisions of Section 7 of this Agreement shall survive termination of this Agreement and such Protected Health Information shall be used or disclosed solely for such purpose or purposes which prevented the return or destruction of such Protected Health Information.

d. **Termination During the First Twelve Months of the Initial Term.** In the event this Agreement is terminated during the first twelve (12) months of the Initial Term, the parties shall be prohibited from entering into the same arrangement with each other until after the expiration of the first twelve (12) months of the Initial Term. The provisions of this Subsection shall survive expiration or other termination of this Agreement, regardless of the cause of such termination.

**10. ENTIRE AGREEMENT.** This Agreement and its accompanying Exhibits contain the entire understanding of the parties with respect to the subject matter hereof and supersede all prior agreements, oral or written, and all other communications between the parties relating to such subject matter. This Agreement may not be amended or modified except by mutual written agreement. All continuing covenants, duties and obligations herein shall survive the expiration or earlier termination of this Agreement.

**11. SEVERABILITY.** If any provision of this Agreement is held to be invalid or unenforceable for any reason, this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.

**12. MUTUAL INDEMNIFICATION.** All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, 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 non-performance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, or volunteers. The provisions of this Section 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.

**13. ARBITRATION.**

a. **Dispute Resolution.** In the event of any dispute arising out of or relating to this Agreement, then such dispute shall be resolved solely and exclusively by confidential binding arbitration with the Orange County branch of Judicial Arbitration and Mediation Services ("JAMS") to be governed by JAMS' Commercial Rules or Arbitration in effect at the time of the commencement of the arbitration (the "JAMS Rules") and heard before one arbitrator. The parties shall attempt to mutually select the arbitrator. In the event they are unable to mutually agree, the arbitrator shall be selected by the procedures prescribed by the JAMS Rules. Each party shall bear its own attorneys' fees, expert witness fees, and costs incurred in connection with any arbitration.

b. **Venue.** The parties agree that Orange County, California shall be the only proper venue for disputes related to this Agreement.

**14. CAPTIONS.** The captions contained herein are used solely for convenience and shall not be deemed to define or limit the provisions of this Agreement.

**15. NO WAIVER.** Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of said party's subsequent right to enforce any of the provisions contained herein.

**16. GOVERNING LAW.** This Agreement shall be governed and construed in accordance with the laws of the State of California. The provisions set forth herein shall survive expiration or other termination of this Agreement regardless of the cause of such termination.

**17. ASSIGNMENT; BINDING EFFECT.** District may not assign or transfer any of its rights, duties or obligations under this Agreement, in whole or in part, without the prior written consent of Hospital. For purposes of this Agreement, the transfer of ownership of all or a portion of the shares, partnership interests, or other ownership interests of District, in a single transaction or a series of transactions, which results in the replacement of 50% or more of the shareholders, partners, members or owners, as the case may be, of District as they existed on the commencement date of this Agreement shall be deemed an assignment hereunder. This Agreement shall inure to the benefit of, and be binding upon, the parties hereto and their respective successors and permitted assigns. This Agreement is assignable by Hospital without consent or notice.

18. **NOTICES.** All notices hereunder by either party to the other shall be in writing, delivered personally, by certified or registered mail, return receipt requested, or by overnight courier, and shall be deemed to have been duly given when delivered personally or when deposited in the United States mail, postage prepaid, addressed as follows:

If to District:                    Rancho Santiago Community College District  
2323 North Broadway  
Santa Ana, CA 92706  
Attn: Vice Chancellor  
Business Operations/Fiscal Services

If to Hospital:                    WMC-SA, Inc.  
d/b/a Western Medical Center Santa Ana  
1001 North Tustin Avenue  
Santa Ana, CA 92705  
Attn: Chief Executive Officer

with a copy to:                    Integrated Healthcare Holdings, Inc.  
1301 North Tustin Avenue  
Santa Ana, CA 92705  
Attn: General Counsel

or to such other persons or places as either party may from time to time designate by written notice to the other.

19. **STATEMENT OF RESPONSIBILITY.** For and in consideration of the benefit provided the undersigned in the form of experience in evaluation and treatment of patients of Hospital, School, its successors and/or assigns do hereby covenant and agree to assume all risks of, and be solely responsible for, any injury or loss sustained by the Student while participating in the Program operated by School at Hospital, unless such injury or loss arises solely of Hospital's gross negligence or willful misconduct.

20. **CONFIDENTIALITY STATEMENT.** The School hereby acknowledges its responsibility under applicable federal law and the Agreement between School and Hospital, to ensure the student (1) keeps confidential any information regarding Hospital patients and proprietary information of Hospital; (2) agrees, under penalty of law, not to reveal to any person or persons except authorized clinical staff and associated personnel any specific information regarding any patient and further agrees not to reveal to any third party any confidential information of Hospital, except as required by law or as authorized by Hospital; and (3) agrees to comply with any patient information privacy policies and procedures of the School and Hospital.

21. **MASTER LIST OF CONTRACTS.** Hospital shall maintain a master list of contracts that is maintained and updated centrally and is available for review by the Secretary of the United States Department of Health and Human Services upon request.

**RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT (ON BEHALF OF  
SANTA ANA COLLEGE**

By: \_\_\_\_\_  
Name: Peter J. Hardash *PJH*  
Title: Vice Chancellor,  
Business Operations/Fiscal Services  
Date: \_\_\_\_\_

**WMC-SA, INC.  
D/B/A WESTERN MEDICAL CENTER SANTA ANA**

By: \_\_\_\_\_  
Name: Dan Brothman  
Title: Chief Executive Officer  
Date: \_\_\_\_\_

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****Santa Ana College - Science, Math, and Health Sciences Division**

<b>To:</b> Board of Trustees	<b>Date:</b> September 27, 2010
<b>Re:</b> Approval of Nursing Agreement – Children’s Hospital at Mission Without Instructor	
<b>Action:</b> Request for Approval	

**BACKGROUND**

Students in the various health sciences programs are required to participate in clinical rotation activities at sites throughout the community in order to gain practical field experiences and to apply knowledge and skills learned in college classes. The proposed clinical affiliation agreement with Children’s Hospital at Mission, located in Mission Viejo, will yield appropriate clinical rotation activities for the programs.

**ANALYSIS**

The clinical affiliation agreement covers the scope of programs’ operations of the facility as well as other issues relating to responsibilities for both parties. The agreement has been reviewed and approved by RSCCD Risk Management and college staff. The agreement carries no costs or other financial arrangements and is in effect for two years.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve this clinical affiliation agreement with Children’s Hospital at Mission.

<b>Fiscal Impact:</b> None	<b>Board Date:</b> September 27, 2010
<b>Prepared by:</b> Norman Fujimoto, Vice President of Academic Affairs Carol Comeau, Dean of Science, Mathematics, and Health Sciences	
<b>Submitted by:</b> Erlinda J. Martinez, Ed.D., President, Santa Ana College	
<b>Recommended by:</b> Dr. Raúl Rodriguez, Chancellor	

# CLINICAL TRAINING AFFILIATION AGREEMENT

(Without School Instructor on Hospital Premises)

This Clinical Training Affiliation Agreement ("Agreement") is entered into and effective on October 15, 2010 (the "Effective Date") by and between Children's Hospital at Mission, a California non-profit public benefit corporation dba CHOC Children's Mission Hospital ("Hospital"), and Rancho Santiago Community College District, Santa Ana College ("School"). This Agreement will remain effective for the term as set forth in Section 4.1.

## ARTICLE 1

### RECITALS

1.1 Hospital. Hospital is a California nonprofit public benefit corporation that operates a general acute care hospital accredited in accordance with the standards of the Joint Commission and licensed by the California Department of Public Health.

1.2 School. School is an institution of higher learning authorized pursuant to California law to offer health care program(s) and to maintain classes and such program(s) at hospitals for the purpose of providing clinical training for students in such classes.

1.3 Intent. Hospital operates clinical facilities within Hospital which are suitable for School's clinical training programs (the "Program(s)") as referenced in Exhibit A, attached hereto and incorporated herein by reference. School desires to establish the Program(s) at Hospital for the students of the School enrolled in the Program(s). Hospital desires to support the Program(s) to assist in training students of School.

1.4 Purpose of this Agreement. The purpose of this Agreement is to set forth the terms and conditions pursuant to which the parties will institute the Program(s) at Hospital.

### AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth herein and for such other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

## ARTICLE II

### RESPONSIBILITIES OF SCHOOL

2.1 Academic Responsibility. School shall develop the Program(s) curriculum and shall be responsible for offering a health care education Program eligible, if necessary, for accreditation and approval by any state board or agency.

2.2 Number of Students. School shall designate and notify Hospital of the students who are enrolled and in good standing in the Program(s) to be assigned for clinical training at Hospital in such numbers as are mutually agreed upon between Hospital and School. School and Hospital will also mutually agree to the dates and length of the Program(s).

**2.3 Orientation.** School shall provide orientation to all students and faculty and ensure that all students receive clinical instruction and have necessary basic skills prior to the clinical experience at Hospital. School shall provide orientation to students in the following areas: (i) injury and illness prevention; (ii) patient confidentiality and HIPAA privacy and security; (iii) dress code; (iv) standard precautions for infection control; and (v) needle safety. School is responsible for verifying that students have successfully completed an American Heart Association Basic Life Support ("BLS") for Healthcare Providers (CPR training) course. School shall certify to Hospital that each student assigned to Hospital has either (i) satisfied the requirements set forth on the Clinical Profile Orange County/Long Beach Consortium for Nursing in the form attached hereto on as Exhibit B for clinical training or (ii) has completed such orientation and CPR training using the Clinical Student Profile form, attached hereto and incorporated herein by reference as Exhibit C. School shall maintain documentation in each student's file and/or database that each student has completed such orientation and CPR training and agrees to provide such documentation to Hospital upon request.

**2.4 Discipline.** School shall be responsible for counseling, controlling, disciplining and all activities of students at Hospital.

**2.5 Attendance and Academic Documentation.** School shall maintain all attendance and academic records of students participating in the Program(s). School shall implement and maintain an evaluation process of the students' progress throughout the Program(s).

**2.6 Health Clearance and Background Check.**

**2.6.1 Health Clearance.** School shall ensure that each student complies with Hospital's requirements for immunizations and tests, including but not limited to an annual health examination, Hepatitis B series or titer, measles, mumps, rubella titers, Tdap, annual TB screening (includes skin testing and symptom screening and chest x-ray, if determined appropriate by Hospital), influenza immunization (required annually) or declination statement. School shall also ensure that students follow Hospital's policies and procedures regarding blood-borne pathogens including but not limited to universal precautions. Also, School shall ensure to the best of its ability that all students and instructors are free from any mental or physical impairment that would prevent the student from meeting his/her training obligations at Hospital.

**2.6.2 Background Check.** School, at School's expense or Student's expense, shall conduct a background check on each student. At a minimum, the background check shall include the following: verification of identity (social security trace); criminal background check in all counties of residence and employment for the last seven (7) years; motor vehicle records trace; sex offender registry check, and Office of Inspector General ("OIG") sanction trace.

**2.6.3 Health and Background Documentation.** School shall ensure to Hospital that each student assigned to Hospital for clinical training has satisfied Hospital's health clearance and background check requirements using (i) the Clinical Profile Orange County/Long Beach Consortium for Nursing in the form attached as Exhibit B or (ii) the Clinical Student Profile form, attached hereto and incorporated by reference as Exhibit C. School shall maintain documentation in each student's and instructor's file that each student and instructor have satisfied Hospital's health clearance and background check requirements and agrees to provide such information to Hospital upon request.

**2.6.4 Authorization.** School shall maintain a written valid authorization from each student assigned to Hospital under this Agreement to permit Hospital to access student's files and records, including health information and background check information.

**2.7 Hospital Policies and Procedures.** School shall ensure that each student is aware of

and understands all applicable Hospital policies and procedures and shall require each student to conform to all such Hospital policies, procedures, regulations, standards for health, safety, cooperation, ethical behavior, and any additional requirements and restrictions agreed upon by representatives of Hospital and School. School shall instruct students that they are not permitted to interfere with the activity or judgment of the health care providers at Hospital in administering care to patients in the context of training.

**2.8 Supplies and Equipment.** School shall provide and be responsible for the care and control of educational supplies, materials, and equipment used for instruction during the Program(s). School shall also be responsible, as between Hospital and School, for the cost of travel expenses and transportation, if any, incurred by students as a result of the Program(s). Students are responsible for their own transportation costs, not the School.

**2.9 Confidentiality.** School shall instruct students regarding confidentiality of patient information. No student shall have access to or have the right to review any medical record or quality assurance or peer review information except where necessary in the regular course of the Program(s). School shall ensure that all students maintain the confidentiality of any and all patient and other information received in the course of the Program(s). Further, School shall ensure that students do not discuss, transmit, or narrate in any form any patient information of a personal nature, medical or otherwise, except as a necessary part of the patient's treatment plan or the Program(s).

**2.10 Insurance.**

**2.10.1 Professional Liability/Worker's Compensation.** School shall ensure that all students maintain professional liability insurance coverage (either independently or as an additional insured on School's policy) at a minimum of One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in aggregate throughout the course of this Agreement. Further, School agrees to maintain professional and comprehensive general liability insurance at a minimum of One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in aggregate throughout the course of this Agreement. Further, School shall ensure that such policies provide for notification to Hospital at least thirty (30) days in advance of any material modification or cancellation of such coverage. School also agrees to maintain statutory Workers' Compensation coverage on any individuals characterized as employees of School and/or students working at Hospital pursuant to this Agreement at all times during the course of this Agreement. School shall provide certificates evidencing all coverage referred to in this section within thirty (30) days of execution of this Agreement and thereafter, on an annual basis except that, with respect to students, such evidence will be provided prior to the date when any new student commences participation in the Program(s). School may elect to self-insure its insurance obligations in this Section 2.10.1.

**2.10.2 Health Insurance.** School shall assure and provide proof that students are covered by a health insurance policy, either through School or an individual policy. Student is responsible for his or her own health insurance coverage, if not provided for by School.

**2.11 Accreditation.** School shall at all times during the course of this Agreement be licensed or qualified to offer the Program(s) to students.

**2.12 Student ID Badges.** For Hospital security purposes, badges will be issued by Mission Hospital.

## ARTICLE III

### RESPONSIBILITIES OF HOSPITAL

3.1 **Access.** Hospital shall permit nonexclusive access to the Program(s) to those students designated by School as eligible for participation in the Program(s) at Hospital provided such access does not unreasonably interfere with the regular activities at Hospital. Hospital agrees to provide qualified students with access to clinical areas and patient care opportunities as appropriate to the level of understanding and education of such students and as appropriate to the provision of quality care and privacy of Hospital patients.

3.2 **Implementation of Program(s).** Hospital agrees to cooperate with and assist in the planning and implementation of the Program(s) at Hospital for the benefit of students from School.

3.3 **Instruction.** Hospital shall instruct students in their clinical training at Hospital with the supervision of a fully licensed professional, if applicable, relevant to the students' specific course of clinical training.

3.4 **Accreditation.** Hospital shall maintain Hospital so that it conforms to the requirements of the California Department of Public Health and The Joint Commission.

3.5 **Patient Care.** Pursuant to the California Code of Regulations ("CCR"), Title 22, Section 70713, School understands and agrees that Hospital, with its Medical Staff, retains professional and administrative responsibility for Services rendered to Hospital patients. Further, School shall ensure its students conduct their activities hereunder consistent with relevant law and regulation, the Medical Staff Bylaws, the Medical Staff Rules and Regulations, Hospital policy and procedures, Emergency Medical Treatment and Active Labor Act ("EMTALA"), Title 22, the standards and requirements under The Joint Commission, professional standards, Hospital philosophy, values and ethics. The parties understand and agree that this provision is intended to fulfill requirements of The Joint Commission and state law and is not intended to modify the independent contractor relationship nor indemnification requirements between the parties herein.

3.6 **Space and Storage.** At Hospital's discretion, it will provide students with classroom space within Hospital and an acceptable amount of storage space for School's instructional materials for use in the Program(s), subject to reasonable availability.

3.7 **Removal of Students.** Hospital shall have the absolute right to determine who will administer care to its patients. In the event that any student, in the sole discretion of Hospital, fails to perform satisfactorily, fails to follow Hospital policies, procedures and regulations, or fails to meet Hospital standards for health, safety, security, cooperation or ethical behavior, Hospital shall have the right to request that School withdraw the student from the Program(s). School shall comply with Hospital's request within five (5) days of receipt of notice from Hospital. Notwithstanding the foregoing, in the event of any emergency or if any student represents a threat to patient safety or personnel, Hospital may immediately exclude any student from Hospital until final resolution of the matter with School.

3.8 **Documentation.** Hospital agrees to make available to qualified students of School a copy of its policies and procedures, rules and regulations, and other relevant information in order that students obtain the benefit of such documentation and in order that students comply with such policies and rules. Such copy is available at Hospital's facility for review.

3.9 **Authority.** Hospital shall maintain at all times full authority over and responsibility for care of its patients and may intervene and/or redirect students when appropriate or necessary.

3.10 Statement of Adequate Staffing. Hospital acknowledges that it has adequate staffing and that students participating in the Program(s) shall not be substituted for nursing staff necessary for reasonable staffing coverage.

## ARTICLE IV

### RELATIONSHIP OF THE PARTIES

4.1 Term. The term of this Agreement shall commence as of the Effective Date and shall continue for two (2) year(s) unless terminated sooner as provided herein.

4.2 Termination. Either party may terminate this Agreement with or without cause or penalty upon at least thirty (30) days prior written notice to the other party. To the extent reasonably possible, Hospital will attempt to limit its termination of this Agreement without cause so as to allow the completion of student training for the then current academic year by any student who, at the date of mailing of said notice by Hospital, was satisfactorily participating in the Program(s).

4.3 Relationship of Parties/Independent Contractor. In the performance of the obligations under this Agreement, it is mutually understood and agreed that School is at all times acting and performing as an independent contractor. Nothing in this Agreement is intended nor shall be construed to create between Hospital and School an employer/employee relationship, a joint venture relationship, or a lease or landlord/tenant relationship. Students shall maintain the status of learners/students and neither this Agreement nor any acts pursuant to it shall be deemed to create an employment or agency relationship between Hospital and any student. Therefore, the parties understand and agree that Hospital is not responsible in any way, directly or indirectly, for any employment-related benefits for students. Such benefits not covered include but are not limited to, salaries, vacation time, sick leave, Workers' Compensation, and health benefits. The sole interest of Hospital is to assure that services to its patients are performed in a competent and satisfactory manner. No relationship of employer and employee is created by this Agreement, and neither School nor any student enrolled in School's Program(s), whether as a shareholder, partner, employee, independent contractor, subcontractor or otherwise, shall have any claim under this Agreement or otherwise against Hospital for vacation pay, sick leave, retirement benefits, Social Security, Workers' Compensation, disability or unemployment benefits. School shall indemnify and hold harmless Hospital from any and all liability for fees, compensation, wages and benefits of itself or its students, and from taxes on business income and other costs and expenses of an employer that Hospital would incur if, contrary to the parties' intention, School or its students are determined to be employees of Hospital.

4.4 Role of Students. It is not the intention of School or Hospital that any student occupy the position of third-party beneficiary of any obligations assumed by Hospital or School pursuant to this Agreement.

4.5 Publicity. Neither School nor Hospital shall cause to be published or disseminate any advertising materials, either printed or electronically transmitted, which identifies the other party or its facilities with respect to the Program(s) without the prior written consent of the other party.

4.6 Records. It is understood and agreed that any and all medical records, charts, and business records, other than student evaluation records and information (collectively "Records"), shall be and remain the property of Hospital.

## ARTICLE V

### CONFIDENTIALITY

5.1 **Records.** All Records shall be treated as confidential.

5.2 **HIPAA and CMIA.** For purposes of this Agreement and patient confidentiality under the Health Insurance Portability and Accountability Act of 1996 and regulations promulgated thereunder ("HIPAA"), students shall be considered to members of Hospital's "Workforce," as defined at 45 Code of Federal Regulations (C.F.R.) § 160.103. School shall provide instructors and students with information regarding confidentiality of patient information and all applicable regulations relating to HIPAA and the California Medical Information Act ("CMIA"). In the course of clinical training at Hospital, students will have access to Protected Health Information, as defined at 45 C.F.R. § 160.103, and shall be subject to Hospital's HIPAA and CMIA Privacy and Security policies and procedures. Students will be required to participate in training related to the HIPAA and CMIA Privacy and Security Rules and Hospital's HIPAA and CMIA Privacy and Security policies and procedures.

5.3 **Confidentiality Statement.** Students shall be required to sign Hospital's confidentiality agreement (copy of model agreement attached as Exhibit D). Subject to students' completion of Hospital's confidentiality agreement, Hospital shall provide students with the necessary access to its confidential patient medical records solely for purposes of obtaining the training contemplated by this Agreement.

## ARTICLE VI

### INDEMNIFICATION

6.1 All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, 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 non-performance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, 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.

## ARTICLE VII

### GENERAL PROVISIONS

7.1 **Entire Agreement; Amendment.** This Agreement including the attachments and exhibits hereto contains the complete and full agreement between the parties with respect to the subject matter hereof and shall supersede all other agreements relative to the subject matter hereof by and between the parties. This Agreement may be amended but only by an instrument in writing signed by both parties to the Agreement. The parties agree to amend this Agreement to the extent reasonably necessary for Hospital or its affiliates to comply with its tax-exempt bond obligations and covenants, to maintain tax-exempt status, and to qualify for tax-exempt financing.

7.2 **Assignment.** School shall not subcontract, assign its rights or delegate its duties under this Agreement without the prior written consent of Hospital. This Agreement shall be binding on and inure to the benefit of successors and permitted assigns of each party.

7.3 **Compliance.** The parties acknowledge that Hospital has a compliance program

intended to prevent and detect compliance violations, including without limitation, violations related to fraud, abuse, false claims, excess private benefit, and inappropriate referrals. The parties hereby agree that any compliance concerns shall be promptly reported either to an appropriate CHOC manager or through the CHOC Compliance hotline (877-388-8588).

**7.4 Access To Books And Records.** During the term of this Agreement and for a period of four years after the termination hereof, School shall grant access to the following documents to the Secretary of the U.S. Department of Health and Human Services ("Secretary"), the U.S. Comptroller-General and their authorized representatives: this Agreement, and all books, documents and records necessary to verify the nature and costs of services provided hereunder. If School carries out the duties of this Agreement through a subcontract worth Ten Thousand Dollars (\$10,000) or more over a 12-month period with a related organization, this subcontract shall also contain a clause permitting access by the Secretary, Comptroller-General and their authorized representatives to the related organization's books, documents and records.

**7.5 Medicare/Medi-Cal Participation.** School hereby represents and warrants that neither School, students, nor its principals (if applicable) are presently debarred, suspended, proposed for debarment, declared ineligible, or excluded from participation in any federally funded health care program, including Medicare and Medi-Cal. School hereby agrees to immediately notify Hospital of any threatened, proposed, or actual debarment, suspension or exclusion from any federally funded health care program, including Medicare and Medi-Cal. In the event that School or any student is debarred, suspended, proposed for debarment, declared ineligible or excluded from participation in any federally funded health care program during the term of this Agreement, or if at any time after the Effective Date of this Agreement it is determined that School, and/or any student is in breach of this Section, this Agreement shall, as of the Effective Date of such action or breach, automatically terminate. School further understands that Hospital periodically checks contracted individuals and entities against the Office of Inspector General (OIG) and General Service Administration (GSA) databases of Excluded Individuals and Entities and will notify School if it discovers a match. Hospital will take reasonable measures to verify that the match is the same individual or entity before taking any action to terminate any underlying agreement(s).

**7.6 Governing Law.** This Agreement shall be governed by and interpreted in accordance with the laws of the State of California. Any action arising out of this Agreement shall be instituted and prosecuted only in a court of proper jurisdiction in Orange County, California.

**7.7 Non-Discrimination.** Neither party shall discriminate against any student on the basis of race, age, religion, sex, color, creed, national origin, handicap, disability or sexual preference, except to the extent permitted by law. In addition, the parties will fully comply with any and all applicable local, state and federal anti-discrimination regulations, statutes and judicial decisions that apply to the parties.

**7.7.1** The Rancho Santiago Community College District complies with all Federal and state rules and regulations and does not discriminate on the basis of race, color, national origin, gender or disability. This holds true for all students who are interested in participating in educational programs and/or extracurricular school activities. Harassment of any employee/student with regard to race, color, national origin, gender or disability is strictly prohibited. Inquiries regarding compliance and/or grievance procedures may be directed to District's Title IX Officer and/or Section 504/ADA Coordinator.

**7.8 Notices.** Any and all notices permitted or required by this Agreement shall be in writing and shall be deemed to have been duly given (a) on the date personally delivered; (b) three business days after being mailed by United States post, certified and return receipt requested; or (c) one business day after being sent by nationally recognized overnight courier, properly addressed as follows or such other address as may later be designated by the party:

**If to Hospital:** Children's Hospital at Mission  
27700 Medical Center Road  
Mission Viejo, CA, 92691  
Attn: Vice President

**Copy to:** Mission Hospital  
27700 Medical Center Road  
Mission Viejo, CA 92691  
Attn: Carol Muench,  
Director of Professional Education

**If to School:** Santa Ana College  
1530 West 17<sup>th</sup> Street  
Santa Ana, CA 92706  
Attn: Nursing Department

**7.9 Severability.** The provisions of this Agreement shall be deemed severable and if any portion shall be held invalid, illegal or unenforceable for any reason, the remainder of this Agreement shall be effective and binding upon the parties.

**7.10 Waiver.** Any waiver of any terms, covenants and/or conditions hereof must be in writing and signed by the parties hereto. A waiver of any of the terms, covenants and/or conditions hereof shall not be construed as a waiver of any other terms, covenants and/or conditions hereof nor shall any waiver constitute a continuing waiver.

**7.11 Bond Covenants.** In the event legal counsel for Hospital advises that this Agreement or any practices which could be, or are, employed in exercising rights under this Agreement poses a material risk of violating any legal requirement related to Hospital's tax exempt status or tax exempt bond financing, the parties in good faith shall undertake to revise this Agreement to comply with such legal requirements. In the event the parties are unable to agree upon the revised terms within 30 days thereafter, Hospital may terminate this Agreement immediately upon written notice to all parties hereto.

**7.12 Interruption of Training.** Each party shall be excused from any delay or failure in performance hereunder caused by reason of any occurrence or contingency beyond its reasonable control, including, but not limited to, acts of God, acts of war, fire, insurrection, labor disputes, riots, earthquakes, or other acts of nature. The obligations and rights of the party so excused shall be extended on a day-to-day basis for the time period equal to the period of such excusable interruption. In the event the interruption of a party's services continues for a period in excess of thirty (30) days, the other party shall have the right to terminate this Agreement upon ten (10) days' prior written notice to the other party.

**7.13 Ambiguities.** Ambiguities, if any, in this Agreement shall be reasonably construed in accordance with all relevant circumstances including, without limitation, prevailing practices in the industry of the parties in the place where the contract is to be performed. Ambiguities, if any, shall not be construed against either party, irrespective of which party may be deemed to have authored this Agreement generally or the ambiguous provision specifically.

**7.14 Survival.** Section 2.10 (Insurance), Article 5 (Confidentiality), Article 6 (Indemnification), Section 7.6 (Governing Law), Section 7.8 (Notices), and 7.13 (Ambiguities) and this Section 7.14 shall survive the termination of this Agreement.

**SIGNATURES ON FOLLOWING PAGE**

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto as of the day and year first written above ("Effective Date").

**HOSPITAL: Children's Hospital at Mission**

By: \_\_\_\_\_  
Name: Marcia Folli  
Title: Vice President

**SCHOOL: Rancho Santiago Community College District on behalf of Santa Ana College**

By: \_\_\_\_\_  
Name: Peter J. Hardash  
Title: Vice Chancellor, Business Operations/Fiscal Services

**EXHIBIT A**

**PROGRAM(S)**

**(Without School Instructor)**

**Name of School and Department/Program:**

**Nursing (ADN)**

# Clinical Profile

## Orange County/Long Beach Consortium for Nursing

### Instructions for Form Completion

1. Faculty is to contact the Education Coordinator at the assigned clinical agency no later than two weeks prior to the start of the rotation for pre-planning.
2. Faculty is to complete the information below for each clinical rotation and submit to the Clinical Facility Education Coordinator or designee. Please check (✓) those boxes for which the student has met the affiliation standard.
3. Attach a list of the students' names.
4. All personnel (faculty and students) with patient contact are required to verify health screening/immunization compliance. Health documents and background check clearance information may be stored at the academic institution but should be available upon request to the healthcare agency.

### Rotation Information

School \_\_\_\_\_ Instructor's Work Phone \_\_\_\_\_  
Instructor \_\_\_\_\_ E-mail \_\_\_\_\_ Cell Phone \_\_\_\_\_  
Program  NA  VN  ADN  BSN  ELM  Other \_\_\_\_\_ Clinical Area \_\_\_\_\_ Level \_\_\_\_\_  
Clinical Dates From \_\_\_\_\_ To \_\_\_\_\_  
Clinical Days \_\_\_\_\_ Time \_\_\_\_\_  
Conference Day and Hours \_\_\_\_\_ Location \_\_\_\_\_

I certify that the students and instructors in this rotation have completed the following requirements that are checked, and that supporting documentation for verification purposes is maintained at this academic institution.

- |   |   |
|---|---|
| <input type="checkbox"/> Background check clearance                               | <input type="checkbox"/> Influenza vaccine or declination       |
| <input type="checkbox"/> Computer orientation                                     | <input type="checkbox"/> Injury and illness training            |
| <input type="checkbox"/> CPR – American Heart Association Healthcare Provider BLS | <input type="checkbox"/> MMR titer                              |
| <input type="checkbox"/> Ethical conduct  | <input type="checkbox"/> Professional liability insurance       |
| <input type="checkbox"/> General orientation                                      | <input type="checkbox"/> TB screening (annual)                  |
| <input type="checkbox"/> Faculty licensure current                                | <input type="checkbox"/> Td/Tdap current                        |
| <input type="checkbox"/> Health clearance   | <input type="checkbox"/> Unit orientation                       |
| <input type="checkbox"/> Hepatitis B series or titer                              | <input type="checkbox"/> Worker's compensation/health insurance |
| <input type="checkbox"/> HIPAA training   | <input type="checkbox"/> Varicella titer                        |

Signature of Instructor or Designee \_\_\_\_\_

Printed Name and Title \_\_\_\_\_ Date \_\_\_\_\_

EXHIBIT C

CLINICAL STUDENT PROFILE

1. Complete the information below for each clinical group/student scheduled at CCMH and submit to CCMH Clinical Coordinator or designee. Fax form to 949-365-2498.
2. Attach a student roster for clinical groups.
3. School is responsible for ensuring that each clinical group/student is trained and competent on:
  - Dress Code\*
  - HIPAA Privacy and Security\*
  - Injury and Illness Prevention
  - Needle Safety\*
  - Patient Confidentiality\*
  - Standard Precautions\*

\*General Orientation Information
4. School is responsible for verifying that each clinical group/student has completed the following:
  - Hepatitis-B (proof of vaccinations or titer documenting immunity)
  - Influenza (Immunization yearly or declination statement)
  - MMR (2 MMR's or titers documenting immunity to measles, mumps, and rubella)
  - Tdap
  - Physical Exam (documented by a physician)
  - Tuberculosis (2 TB skin tests within the last 12 months; example, 12/29/07 and 12/27/08)  
Chest X-Ray within the last 4 years, if student has a history of a positive TB skin test
  - Varicella (proof of vaccinations or titer documenting immunity)
  - Background Check Clearance including Sex Offender Registry Check
  - CPR (American Heart Association: Basic Life Support for Healthcare Providers – to be renewed every 2 years)
  - General and Professional Liability Insurance (\$1,000,000/\$3,000,000 each)
  - License Current (RN, etc. if applicable)

School: \_\_\_\_\_ Student Name: \_\_\_\_\_  
 Course Title: \_\_\_\_\_ Student Group (RN, CA, PT, etc.): \_\_\_\_\_  
 Clinical Dates: From \_\_\_\_\_ To: \_\_\_\_\_  
 Clinical Days: \_\_\_\_\_ Clinical Hours: \_\_\_\_\_  
 Instructor: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Instructor Email: \_\_\_\_\_ Cell/Pager: \_\_\_\_\_

I certify that the student(s) listed on the attached Clinical Roster of Students have completed the following requirements, and that supporting documentation for verification purposes is maintained at School. Please check (✓) all boxes that the student(s) have completed.

<input type="checkbox"/> Hepatitis B	<input type="checkbox"/> Varicella Titer	<input type="checkbox"/> General Orientation Information*
<input type="checkbox"/> Influenza	<input type="checkbox"/> Background Check	<input type="checkbox"/> Health Insurance/Worker's Compensation
<input type="checkbox"/> MMR	<input type="checkbox"/> CPR	<input type="checkbox"/> License Current (RN, etc.)
<input type="checkbox"/> Physical Exam	<input type="checkbox"/> General Liability Insurance	<input type="checkbox"/> Professional Liability Insurance
<input type="checkbox"/> TB	<input type="checkbox"/> Tdap	<input type="checkbox"/> Worker's Compensation (if applicable)

Instructor/School Representative (print): \_\_\_\_\_  
 Instructor/School Representative (signature): \_\_\_\_\_  
 Date: \_\_\_\_\_



## EXHIBIT D

### CONFIDENTIALITY STATEMENT

(For Students)

As a Student performing duties at **CHOC Children's Hospital at Mission ("CCMH")**, you will have access to protected health information ("PHI") of patients. Federal and State laws, including HIPAA and other policies and procedures created internally, protect the privacy and security of this PHI, including the fact that an individual was a patient at CCMH. It is illegal for you to use or disclose PHI outside the scope of your duties at CCMH. This includes oral, written, or electronic uses and disclosures. Below are some guidelines that you must be familiar with regarding the use of a patient's PHI.

1. You may use PHI as necessary to carry out your duties as a student/volunteer;
2. You may share PHI with other health care providers within CCMH for the direct treatment of the patient;
3. You may NOT photocopy or otherwise permit PHI to be duplicated in any way;
4. You may NOT photograph patients;
5. You must access only the minimum amount of PHI necessary to care for a patient or to carry out an assignment;
6. You may NOT record PHI (such as patient names, diagnoses, dates of birth, addresses, phone numbers, Social Security numbers, etc.) on any assignments you may need to turn in to your instructor, reports you may need to turn in to your program, or forms you may need to take with you;
7. You may only access the PHI of patients for whom you are caring/volunteering when there is a need for the PHI;
8. You must be aware of your surroundings when discussing PHI. As an example, it is inappropriate to discuss PHI in elevators, bathrooms, the cafeteria, and any other place for which your discussion may be overheard;
9. When disposing of any documents with PHI, do NOT place them in the trash can. Instead, the documents should be placed in the proper containers marked for shredding or another disposal container as set forth by policy and procedures for your specific department;
10. If you have questions about the use or disclosure of PHI, contact the Student Relations Coordinator in the Clinical Education Department.

Please read, sign, and date this acknowledgement. Return it to the CCMH Education Coordinator or designee to be filed and kept on records at CCMH.

#### Acknowledgment

**I have read and I understand the information in this document. I realize that there are penalties for which I may be subject, including criminal, for the unauthorized use and disclosure of PHI. I agree to abide by the guidelines described above when performing my duties at CCMH.**

Name (Print): \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

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

To: Board of Trustees	Date: September 27, 2010
Re: Approval of Renewal of OTA Agreement – White Memorial Medical Center	
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 renewal of an agreement for the Occupational Therapy Assistant program. The OTA Program will place no students at the site until after 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 three (3) years or until termination by written notice of either party. The agreement has been reviewed by Dean Bart Hoffman and college staff. It carries no costs or other financial arrangements.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve this contract with White Memorial Medical Center in Los Angeles, California.

Fiscal Impact:	None	Board Date: September 27, 2010
Prepared by:	Norman Fujimoto, Vice President of Academic Affairs Bart Hoffman, Dean of Human Services & Technology	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

# AGREEMENT

## Occupational Therapy Assistant Program

**THIS AGREEMENT** is made and entered into the 27<sup>th</sup> day of September, 2010 by and between **White Memorial Medical Center**, a California nonprofit religious corporation, hereinafter (the "Agency"), and **Rancho Santiago Community College District**, hereinafter (the "District"). Agency and District are sometimes referred to in this Agreement individually as a "Party" or, collectively, as the "Parties."

### **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 (the "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 shall be responsible for the implementation and operation of the occupational therapy component of its Program at Agency, which Program shall be approved in advance by Agency. Such responsibilities shall include, but not be limited to, the following:
- (i) orientation of student(s) to the occupational therapy experience at Agency;
  - (ii) provision of classroom theory and practical instruction to student(s) prior to their clinical assignments at Agency;
  - (iii) preparation of student/patient assignments and rotation plans for each student(s) and coordination of same with Agency;
  - (iv) continuing oral and written communication with Agency regarding student(s) performance and evaluation;
  - (v) supervision of student(s) and their performance at Agency;
  - (vi) participation, with the student(s), in Agency's Quality Assurance and related programs;
  - (vii) performance of such other duties as may from time to time be agreed to between District and Agency.
  - (viii) allocation and responsibility for educational materials not specifically provided by Agency.
  - (ix) Student(s), faculty, employees, agents and representatives of District participating in the occupational therapy rotation at Agency (the "Program Participants") shall be accountable to the Agency's Department Director.
3. **Dress Code; Breaks:** District shall require the student(s) to dress in accordance with dress and personal appearance standards approved by District. Such standards shall be in accordance with Agency's standards regarding same. All Program Participants shall remain on the Agency premises for breaks, including meals. Program Participants shall pay for their own meals at Agency.

4. **Performance of Services:** All faculty provided by District shall be duly licensed, certified or otherwise qualified to participate in the Program at Agency. District shall have a specially designated staff for the performance of the services specified herein. District and all Program Participants shall perform its and their duties and services hereunder in accordance with all relevant local, state, and federal laws and shall comply with the standards and guidelines of all applicable accrediting bodies and the bylaws, rules and regulations of Agency and any rules and regulations of District as may be in effect from time to time. Neither District nor any Program Participant shall interfere with or adversely affect the operation of Agency or the performance of services therein.
5. **Qualifications of Staff:** Program Participants provided pursuant to the terms of this Agreement shall maintain all appropriate licenses and CPR training (ACLS or BLS Certification) as may be required by Agency or any accrediting organization or regulatory or administrative agency to which Agency may be by subject. District agrees to maintain a current profile for each Program Participant consisting of a resume, skills checklist, license, Health screen, TB clearance, CPR certification and reference verification, all other applicable certifications, and a copy of any appropriate liability insurance policy, which profile shall be available to Agency for review upon reasonable request at a mutually convenient time.
6. **Surgical N-95 Respirator Mask Fit Testing:** District shall conduct Surgical N-95 Respirator Mask Fit Testing according to California law, JCAHO, and Manufacturer regulations for all student(s) participating in the clinical rotation at Agency, and a copy of the Surgical N-95 Respirator Mask Fit Testing results shall be sent to Agency two (2) weeks prior to the clinical rotation start date. District shall conduct Surgical N-95 Respirator Mask Fit Testing at least once a year or as otherwise required by California law, JCAHO, any accrediting organization, and regulatory or administrative agency to which Agency may be by subject.
7. 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.

8. **CONFIDENTIALITY:** District and its agents, students, faculty, representatives and employees agree to keep strictly confidential and hold in trust all confidential information of Agency and/or its patients and not disclose or reveal any confidential information to any third party without the express prior written consent of Agency. District shall not disclose the terms of this Agreement to any person who is not a party to this Agreement, except as required by law or as authorized by Agency. Unauthorized disclosure of confidential information or of the terms of this Agreement shall be a material breach of this Agreement and shall provide Agency with the option of pursuing remedies for breach, or, notwithstanding any other provision of this Agency, immediately terminating this Agreement upon written notice to District.
  
9. **Student Statements:** District shall require each Program Participant to sign a Statement of Responsibility in the form attached hereto as Exhibit A, and a Statement of Confidentiality in the form attached hereto as Exhibit B.
  
10. **Code of Conduct:** District hereby acknowledges receipt of Agency's Code of Conduct which is attached to this Agreement as Exhibit C (the "Code"). With respect to District's business dealings with Agency and District's performance of the services described in this Agreement, District shall not act in any manner which conflicts with or violates the Code, and shall not cause another person to act in any manner which conflicts with or violates the Code. District shall comply with the Code as it relates to District's business relationship with Agency or any Adventist Health affiliates, subsidiaries, employees, agents, servants, officers, directors, contractors and suppliers of every kind.
  
11. **Compliance with HIPAA:** District, Program Participants and Students shall comply with the HIPAA Obligations as defined and set forth in Exhibit D. HIPAA Obligations shall survive the expiration or termination of this Agreement for any reason.

#### 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.

## 12. INDEMNIFICATION

**Indemnification by District.** District shall indemnify, defend and hold harmless Agency against: (a) any and all liability arising out of District's failure to comply with the terms of this Agreement, and any injury, loss, claims, or damages arising from the negligent operations, acts, or omissions of District or District's employees relating to or arising out of this Agreement; and (b) any and all costs and expenses, including reasonable legal expenses, incurred by or on behalf of Agency in connection with the defense of such claims.

### **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.

### **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, upon a mutually agreed time, 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 notify the District of commitments for new or expanded use of its clinical facilities by any other Occupational Therapy Assistant Program that may interfere with current student placement.

8. Student(s) will be accepted on a non-exclusive basis and acceptance is solely contingent upon Agency space and availability.

9. **INDEMNIFICATION**

Indemnification by Agency. Agency shall indemnify, defend and hold harmless District against: (a) any and all liability arising out of Agency's failure to comply with the terms of this Agreement, and any injury, loss, claims, or damages arising from the negligent operations, acts, or omissions of Agency or its employees relating to or arising out of this Agreement; and (b) any and all costs and expenses, including reasonable legal expenses, incurred by or on behalf of District in connection with the defense of such claims.

B. **For Services and Facilities**

1. The Agency will permit the educational use of equipment 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.
    - i. Students and or faculty shall bare the sole expense of their meals at Agency. At no time will Agency be obligated to bare such expense.
  - 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:

1. Throughout the term of this Agreement, District and Agency shall maintain, at each party's sole cost and expense, policies of insurance or self-insurance providing coverage for general liability and professional liability in the minimum amount of \$1 million per occurrence, \$3 million annual aggregate, as may be necessary to protect the party and its employees, agents or representatives in the discharge of its or their responsibilities and obligations under this Agreement. In the event students are not required to maintain personal professional liability insurance, District shall assume full responsibility for including such students as covered individuals within its policy of insurance or self-insurance. District shall provide evidence of all policies of insurance or self-insurance required in the Agreement by certificates provided to District prior to the effective date of this Agreement.
2. District acknowledges that personal automobiles may be required for participation in the Program. In the event student(s) or faculty are required to use personal automobiles in the course of the Program, District agrees to furnish evidence of such business automobile liability insurance or an equivalent program of self-insurance (owned, non-owned and hired automobiles included) for its Program Participants with a combined single limit of no less than \$1 million per occurrence.

C. Independent Contractor:

The Parties hereby acknowledge that they are independent contractors, and neither the District nor any of its agents, representatives, students or employees shall be considered agents, representatives, or employees of Agency. In no event shall this Agreement be construed as establishing a partnership or joint venture or similar relationship between the parties hereto. District shall be liable for its own debts, obligations, acts and omissions, including the payment of all required withholding, social security and other taxes or benefits. No Program Participant shall look to Agency for any salaries, insurance or other benefits. Agency shall not pay for any incidental or consequential expenses incurred by District, student(s), agents, representatives, or employees of District.

**D. Withdrawal of Program Participants:**

1. Agency may immediately remove from the premises any student who poses an immediate threat or danger to personnel or to the quality of medical services or for unprofessional behavior.
2. Agency may request District to withdraw or dismiss a student or other Program Participant from the Program at Agency when his or her clinical performance is unsatisfactory to Agency or his or her behavior, in Agency's discretion, is disruptive or detrimental to Agency and/or its patients. In such event, said Program Participant's participation in the Program at shall immediately cease. Subject to the provisions of paragraph 4(a) above, it is understood that only District can dismiss the Program Participant from the Program at Agency

**E. Mutual Responsibilities:**

1. The parties shall cooperate to fulfill the following mutual responsibilities:
2. Student shall be treated as a trainee who has no expectation of receiving compensation, future employment, worker's compensation coverage or employee benefits from the Agency or the District.
3. Any courtesy appointments to faculty or staff by either District or Agency shall be without entitlement of the individual to compensation or benefits for the appointed Party

**F. Screening of Student Personnel:**

1. Agency will be provided with a drug screen on each referred Student, to incorporate a five panel urine test prior to each confirmation start date at the District's and/or the Student's expense. This test must be done no more than two (2) weeks prior to the start of the Program rotation. The five-panel urine test shall consist of screening for: cocaine, heroin, PCP, Marijuana and Methamphetamines. Per Agency request, all Students may be requested to undergo a blood test, urinalysis, "Breathalyzer" test or other diagnostic test under the following circumstances:

- i. Where there is reason to believe in the opinion of the Agency that a student: (a) is under the influence of, or impaired by, alcohol or drugs (prescribed or non prescribed) while on Agency property or during working hours or (b) has come to the Agency, with a measurable quantity of drugs in blood or urine. Both situations described above include, but are not limited to, circumstances where a Student is involved in a work-related accident/incident involving an employee.
  - ii. Where there is any unusual occurrence which, in the opinion of the Agency, could indicate student use of alcohol or drugs.
  - iii. On a random or blanket basis where, in the opinion of the Agency, such testing is appropriate.
2. Any violation of this policy, including the refusal to submit immediately to a requested search or test, or a positive result on such test(s), may result in immediate termination of Program rotation.
3. Any violation of this policy, including the refusal to submit immediately to a requested search or test, or a positive result on such test(s), may result in immediate termination of clinical rotation.

**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 three years, unless terminated earlier by written notice of either party. The said termination shall become effective only at the close of an academic year, but not before one year after receipt of said notice, and mutual consent by the District and the Agency. This agreement may be modified or revised at any time by mutual consent.

**PART VII. MICELLANEOUS**

**A. Non-Discrimination**

There shall be no discrimination on the basis of race, national origin, religion, creed, sex, age, veteran status, or handicap in either the selection of Student for participation in the Program, or as to any aspect of the clinical training; provided, however, that with respect to handicap, the handicap must not be such as would, even with reasonable accommodation, in and of itself preclude the Student's effective participation in the Program.

**B. Confidentiality**

District and its agents, student(s), faculty, representatives and employees agree to keep strictly confidential and hold in trust all confidential information of Agency and/or its patients and not disclose or reveal any confidential information to any third party without the express prior written consent of Agency. District shall not disclose the terms of this Agreement to any person who is not a party to this Agreement, except as required by law or as authorized by Agency. Unauthorized disclosure of confidential information or of the terms of this Agreement shall be a material breach of this Agreement and shall provide Agency with the option of pursuing remedies for breach, or, notwithstanding any other provision of this Agreement, immediately terminating this Agreement upon written notice to District.

**C. Entire Agreement**

This Agreement and its accompanying Exhibits contain the entire understanding of the parties with respect to the subject matter hereof and supersede all prior agreements, oral or written, and all other communications between the parties relating to such subject matter. This Agreement may not be amended or modified except by mutual written agreement. All continuing covenants, duties and obligations herein shall survive the expiration or earlier termination of this Agreement.

**D. Severability**

If any provision of this Agreement is held to be invalid or unenforceable for any reason, this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.

**E. Captions**

The captions contained herein are used solely for convenience and shall not be deemed to define or limit the provisions of this Agreement.

**F. No Waiver**

Any failure of a Party to enforce that Party's right under any provision of this Agreement shall not be construed or act as a waiver of said Party's subsequent right to enforce any of the provisions contained herein.

**G. Governing Law**

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

**H. Assignment; Binding Effect**

District may not assign or transfer any of its rights, duties or obligations under this Agreement, in whole or in part, without the prior written consent of Agency. This Agreement shall inure to the benefit of, and be binding upon, the parties hereto and their respective successors and permitted assigns.

**I. Notices**

All notices hereunder by either Party to the other shall be in writing, delivered personally, by certified or registered mail, return receipt requested, or by overnight courier, and shall be deemed to have been duly given when delivered personally or when deposited in the United States mail, postage prepaid, addressed as follows:

If to COLLEGE:      Rancho Santiago Community College District  
                                 Attn: Business Operations & Fiscal Services  
                                 2323 N. Broadway  
                                 Santa Ana, CA 92706

If to HOSPITAL:      White Memorial Medical Center  
                                 1720 Cesar E. Chávez Avenue  
                                 Los Angeles, CA 90033  
                                 Attn: Senior Vice President, Chief Nursing Executive

or to such other persons or places as either Party may from time to time designate by written notice to the other.

**J. Participation in Federal and State Programs**

Agency hereby represents that it is not debarred, suspended or otherwise ineligible to participate in any federal or state health care program.

**K. Execution of Agreement**

This Agreement shall not become effective or in force until all of the below named parties have fully executed this Agreement.

*(Signature page follows)*

**IN WITNESS WHEREOF**, the Parties have executed this Agreement as of the date first written above:

**District: Rancho Santiago Community  
College District**  
**Rancho Santiago Community College  
District**  
2323 N. Broadway  
Santa Ana, CA 92706

**Agency: White Memorial Medical Center**  
**White Memorial Medical Center**  
1720 Cesar Chavez Ave.  
Los Angeles, CA 90033

\_\_\_\_\_  
**Peter J. Hardash**  
**Vice Chancellor**  
**Business Operations & Fiscal Services**

\_\_\_\_\_  
**Name: Lynne Whaley**  
**Senior Vice President**  
**Chief Nursing Executive**

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

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

**EXHIBIT A**

**STATEMENT OF RESPONSIBILITY**

For and in consideration of the benefit provided the undersigned in the form of experience in evaluation and treatment of patients of White Memorial Medical Center ("HOSPITAL"), the undersigned and his/her heirs, successors and/or assigns do hereby covenant and agree to assume all risks and be solely responsible for any injury or loss sustained by the undersigned while participating in the Program operated by Rancho Santiago Community College ("District") at WMMC unless such injury or loss arises solely out of WMMC's gross negligence or willful misconduct.

Dated this \_\_\_ day of \_\_\_\_\_, 20\_\_.

Program Participant \_\_\_\_\_

Witness \_\_\_\_\_

**EXHIBIT B**

**CONFIDENTIALITY STATEMENT**

The undersigned hereby acknowledges his/her responsibility under applicable Federal law and the Agreement between White Memorial Medical Center and Rancho Santiago Community College, to keep confidential any information regarding White Memorial Medical Center patients, as well as all confidential information of White Memorial Medical Center. Confidential information includes, but is not limited to, medical records, information gained from service on hospital or medical staff committees, information gained from patients, from families and friends of patients, employees, external agencies, media or medical staff. The undersigned agrees, under penalty of law, not to reveal to any person or persons except authorized clinical staff and associated personnel any specific information regarding any patient and further agrees not to reveal to any third party any confidential information of White Memorial Medical Center, except as required by law or as authorized by White Memorial Medical Center.

Dated this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Program:**

Participant \_\_\_\_\_

Witness \_\_\_\_\_

**Exhibit A**

**Code of Conduct**

**WHITE MEMORIAL MEDICAL CENTER  
CORE VALUES  
AND  
CODE OF BUSINESS AND ETHICAL BEHAVIOR**

**I. Introduction**

White Memorial Medical Center is committed to upholding the highest standards of ethical behavior in improving the quality of life and health of our community. Our mission is to provide quality health services, medical and health education and outreach services for our community, with care and compassion that follow Christ's example.

**CORE VALUES**

In fulfilling our mission, our Code of Ethical Behavior is based on five Core Values.

**Integrity**

As a Christian organization, we steadfastly uphold the principles of honesty, fairness and ethical behavior.

**Compassion**

We care for our patients, employees, medical staff, volunteers and all others with compassion and kindness. Meeting their physical, emotional and spiritual needs is why we exist.

**Respect**

We respect the dignity and protect the rights of those we work with and serve. We communicate openly, and empower employees with the freedom to think and act.

**Quality**

We take pride in our work, going beyond expectations to meet customers' needs, accepting responsibility for our actions, and seeking to continuously improve through teamwork and learning.

**Stewardship**

We hold ourselves accountable for using resources appropriately. By protecting and growing our business, we can continue to further our charitable mission, and provide affordable health care services to our community.

***Patients and the Community***

**II. Confidentiality**

We are committed to ensuring confidentiality of records and related information for all patients,

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employees and hospital business. Any breach of confidentiality represents a failure to meet the professional and ethical standards expected, and constitutes a violation of this policy. A full confidentiality statement is received and accepted by each employee as part of the employee handbook.

### **III. Patient Care**

#### ***Quality of Care***

We ensure that our employees and medical staff provide appropriate, quality patient care by:

- Individualizing care for each patient with care plans that document the reason(s) for the level of care, goals and objectives, interventions and participation by appropriate professionals, and which are reviewed and revised according to each patient's needs.
- Using adequate numbers of appropriately trained staff to implement each patient's care plan.
- Supporting our medical staff in monitoring quality, utilization of resources and the appropriateness of the care plans.
- Providing our employees and medical staff with adequate resources to do their work.
- Evaluating technological advancements occurring in the marketplace and allocating resources for the purchase of appropriate medical and other related equipment.
- Never discontinuing necessary patient treatment, or providing unnecessary patient care for financial reasons.

#### ***Patient Rights***

We ensure appropriate care for all patients, regardless of race, gender, age, religion, national origin, disability, sexual preference, ability to pay or type of insurance.

We develop and implement policies and procedures to protect patient rights in the delivery of patient care. These policies and procedures are located in administrative or patient care manuals and include patient rights, informed consent, advance directives, translation services, withholding and withdrawing of life support and pastoral counseling.

We support and facilitate patient rights to access guardianship, advocacy, conservatorship and child or adult protective services by providing information as requested. The Social Work Services Department is responsible for ensuring that the proper protective agencies are notified as required by county, state and federal laws.

### **IV. Billing**

We communicate our billing policies to all our patients prior to, or, at the time of admission or

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service. We bill our patients for services rendered and provide itemized bills free of charge upon request. Our patient business office responds to patient questions in a timely and courteous manner.

We perform an internal audit annually to ensure the accuracy of our bills. Adjustments are made to correct any over or under billings.

#### **V. Health Education**

We are committed to providing patient health education, to encouraging and empowering our community to adopt healthy lifestyles, and to helping individuals and families assume roles of self-care management and well-being.

#### **VI. Marketing and Advertising**

We adhere to principles of truth, accuracy, and fairness in all marketing and advertising. We will not distort the truth about services or products provided by the hospital, nor will we attack or disparage another provider, whether by name or implication, in any marketing or advertising efforts. We may feature our outstanding services or offer factual evidence of quality of care, but will not claim superiority where it cannot be substantiated.

#### **VII. Vendors**

We treat our vendors fairly and maintain impartiality in our relationships. We do not allow our friendships with our vendors, or others with whom we may do business in the future, to affect our business decisions.

Charitable gifts or contributions from vendors are not required, and have no bearing upon their actual or potential business relationship with us.

Subsidies to underwrite the costs of medical education or professional meetings are permitted, in that they benefit patient care and community health.

### ***Employees and Medical Professionals***

#### **VIII: Human Resources**

We are committed to hiring competent individuals who support our core values.

For our employees, we provide:

- Continuous educational opportunities, to ensure their competency and knowledge.
- A work environment in which ethical concerns may be raised and openly discussed without fear of retribution or retaliation.

Employees and physicians are expected to act in an ethical manner at all

times.

They are expected to:

- Adhere to and uphold county, state and federal laws and regulations.
- Shun harassment, dishonesty or theft.
- Protect assets belonging to patients, employees and others (including themselves) against loss, theft and/or misuse.
- Report incidents which they believe may be unethical to their supervisor or to the Director of the Human Resources Department. Supervisors are responsible for notifying their Department Director. Directors are responsible for notifying their Vice President.

All employees and physicians are expected to adhere to our Core Values and Code of Business and Ethical Behavior, regardless of position, personal preferences, inconveniences or business pressures. Violations of the Code of Ethical Behavior should be promptly reported, reviewed and investigated. Those who violate these codes or knowingly fail to report violations may be subject to disciplinary action, up to and including termination of employment. Physician issues are to be referred to the medical staff office.

### ***Legal Responsibilities***

Our employees and physicians are required to adhere to and uphold county, state and federal laws and regulations.

### ***Misrepresentation***

We do not misrepresent ourselves, our positions or our authority.

## **IX. Medical Education**

As a teaching hospital, we are committed to providing education and training for physicians, nurses, radiology technologists and other allied health professionals.

We advise our patients and secure their consent to receive care provided by our students under the supervision of trained educators.

## **X. Conflict of Interest**

We avoid real or perceived conflicts of interest to ensure objectivity and maintain individual and institutional integrity.

Board members, administration, employees (and their immediate family members) shall not:

- Hold any material financial interests in companies or organizations that do business or are seeking to do business with us, without full disclosure.
- Accept cash payments or personal gifts of more than nominal value from companies or organizations doing business with us.

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- Be directly or indirectly responsible for hiring or supervising an immediate family member.

If a conflict of interest exists, employees must report it to the appropriate management. The Chief Operating Officer shall be responsible for taking appropriate action to eliminate any conflict of interest.

#### **XI. Review**

This Code of Ethical Behavior will be reviewed at least every two years and revised as necessary in response to issues which arise in the health care industry, changes in accreditation, legal and/or regulatory requirements and recommendations which may arise from resolution of ethical issues.

**Exhibit B**

**OBLIGATIONS UNDER THE  
HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY  
ACT OF 1996, PUBLIC LAW 104-191 ("HIPAA")**

THIS HIPAA BUSINESS ASSOCIATE ADDENDUM ("**Exhibit**") supplements and is made a part of this Agreement by and among AGENCY ("**Covered Entity**" or "**CE**") and District ("**Business Associate**" or "**BA**"), and is effective as of the compliance date of the Privacy Rule (as defined below) as part of the HIPAA Regulations, Public Law 104-191.

**1. Definitions.**

- a. "**Business Associate**" shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 CFR Section 160.103.
- b. "**Covered Entity**" shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 CFR Section 160.103.
- c. "**Designated Record Set**" shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 CFR Section 164.501.
- d. "**HIPAA Obligations**" means the obligations of CE as set forth in this Exhibit, and are effective as of the compliance date of the Privacy Rule as part of the HIPAA Regulations, Public Law 104-191.
- e. "**Privacy Rule**" shall mean the HIPAA Regulation that is codified at 45 CFR Parts 160 and 164, entitled Standards for Privacy of Individually Identifiable Health Information.
- f. "**Security Rule**" shall mean the HIPAA Regulation that is codified at 45 CFR Parts 160 and 164, entitled Health Insurance Reform: Security Standards.
- g. "**Protected Health Information ("PHI")**" shall mean any information, whether oral or recorded in any form or medium (including electronic): (i) that relates to the past, present or future physical or mental condition of an individual; the provision of health care to an individual; or the past, present or future payment for the provision of health care to an individual, and (ii) that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual, and shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 CFR Section 164.501.
- h. "**Protected Information**" shall mean PHI provided by CE to BA or created or received by BA on CE's behalf.
- i. "**Required by Law**" shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 CFR Section 164.501.

2. **Permitted Uses.** BA shall not use Protected Information except for the purpose of performing BA's obligations under this Agreement and as permitted under this Agreement and Exhibit.

BA shall not use Protected Information in any manner that would constitute a violation of the Privacy Rule or the Security Rule if so used by CE.

3. **Permitted Disclosures.** BA shall not disclose Protected Information in any manner that would constitute a violation of the Privacy Rule if disclosed by CE, except that BA may disclose Protected Information in a manner permitted pursuant to this Agreement and Exhibit or as Required by Law.
4. **Appropriate Administrative, Physical and Technical Safeguards.** BA shall implement appropriate safeguards, as defined by the Security Rule, as are necessary to prevent the use or disclosure of Protected Information otherwise than as permitted by this Agreement.
5. **Reasonably and Appropriately Protect the Confidentiality, Integrity and Availability of Electronic Protected Health Information ("ePHI").** BA shall implement appropriate safeguards as are necessary to protect the confidentiality, integrity and availability of ePHI against unauthorized access and use.
6. **Reporting of Improper Use or Disclosure.** BA shall report to CE in writing of any use or disclosure of Protected Information, or failure to protect the confidentiality, integrity and availability of ePHI, otherwise than as provided for by this Agreement and this Exhibit within five (5) days of becoming aware of such use or disclosure.
7. **BA's Agents.** BA shall ensure that any agents, including subcontractors, to whom it provides Protected Information, agree in writing to the same restrictions and conditions, including reasonable and appropriate safeguards, that apply to BA with respect to such PHI.
8. **Access to Protected Information.** BA shall make Protected Information maintained by BA or its agents or subcontractors in Designated Record Sets available to CE for inspection and copying within ten (10) days of a request by CE to enable CE to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 CFR Section 164.524.
9. **Amendment of PHI.** Within ten (10) days of receipt of a request from CE for an amendment of Protected Information or a record about an individual contained in a Designated Record Set, BA or its agents or subcontractors shall make such Protected Information available to CE for amendment and incorporate any such amendment to enable CE to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 CFR Section 164.526.
10. **Accounting Rights.** Within ten (10) days of notice by CE of a request for an accounting of disclosures of Protected Information, BA and its agents or subcontractors shall make

available to CE the information required to provide an accounting of disclosures to enable CE to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 CFR Section 164.528. As set forth in, and as limited by, 45 CFR Section 164.528, BA shall not provide an accounting to CE of disclosures: (i) to carry out treatment, payment or health care operations, as set forth in 45 CFR Section 164.502; (ii) to individuals of Protected Information about them as set forth in 45 CFR 164.502; (iii) to persons involved in the individual's care or other notification purposes as set forth in 45 CFR Section 164.510; (iv) for national security or intelligence purposes as set forth in 45 CFR Section 164.512(k)(2); or (v) to correctional institutions or law enforcement officials as set forth in 45 CFR Section 164.512(k)(5). BA agrees to implement a process that allows for an accounting to be collected and maintained by BA and its agents or subcontractors for at least six (6) years prior to the request, but not before the compliance date of the Privacy Rule. At a minimum, such information shall include: (i) the date of disclosure; (ii) the name of the entity or person who received Protected Information and, if known, the address of the entity or person; (iii) a brief description of Protected Information disclosed; and (iv) a brief statement of purpose of the disclosure that reasonably informs the individual of the basis for the disclosure, or copy of the individual's authorization, or a copy of the written request for disclosure.

11. **Governmental Access to Records.** BA shall make its internal practices, books and records relating to the use and disclosure of Protected Information available to CE or, at the request of CE, to the Secretary of the U.S. Department of Health and Human Services (the "Secretary") for purposes of determining CE's compliance with the Privacy Rule.
12. **Retention of Protected Information.** BA and its subcontractors or agents shall retain all Protected Information throughout the term of this Agreement and shall continue to maintain the information required under this Exhibit for a period of six (6) years after termination of this Agreement.
13. **Term.** The term of this Exhibit shall commence as of the compliance date of the Privacy Rule, and shall terminate when all of the Protected Information provided by CE to BA, or created or received by BA on behalf of CE, is destroyed or returned to CE, or if it is infeasible to return or destroy Protected Information, protections are extended to such information, in accordance with Section 3(d).
14. **Material Breach.** A breach by BA of any material provision of this Exhibit, as determined by CE, shall constitute a material breach of this Agreement and shall provide grounds for immediate termination of this Agreement by CE pursuant to Section (termination for breach section) of this Agreement.
15. **Reasonable Steps to Cure Breach.** If CE knows of a pattern of activity or practice of BA that constitutes a material breach or violation of the BA's obligations under the provisions of this Exhibit or another arrangement and does not terminate this Agreement pursuant to Section 3(a), the CE shall take reasonable steps to cure such breach or end such violation, as applicable. If CE's efforts to cure such breach or end such violation are unsuccessful, CE shall either (i) terminate this Agreement, if feasible or (ii) if termination

of this Agreement is not feasible, CE shall report BA's breach or violation to the Secretary.

16. **Effect of Termination.** Upon termination of this Agreement for any reason, BA shall return or destroy all Protected Information that BA or its agents or subcontractors still maintain in any form, and shall retain no copies of such Protected Information. If return or destruction is not feasible, BA shall continue to extend the protections of this Exhibit to such information, and limit further use of such PHI to those purposes that make the return or destruction of such PHI infeasible.
17. **Amendment.** The parties agree to take such action as is necessary to amend this Exhibit from time to time in order for CE to comply with the requirements of the Privacy Rule, the Security Rule, HIPAA and other applicable laws relating to the security or confidentiality of PHI.
18. **No Third Party Beneficiaries.** Nothing expressed or implied in this Agreement is intended to confer, nor shall anything herein confer, upon any person other than CE, BA and their respective successors or assigns, any rights, remedies, obligations or liabilities whatsoever.
19. **Survival.** The respective rights and obligations of BA under Section 3(d) [and any indemnification provision of this Agreement or the Exhibit] of this Exhibit shall survive the termination of the Exhibit and this Agreement.
20. **Effect on Agreement.** Except as specifically required to implement the purposes of this Exhibit, or to the extent inconsistent with this Exhibit, all other terms of this Agreement shall remain in force and effect.
21. **Interpretation.** The provisions of this Exhibit shall prevail over any provisions in this Agreement that may conflict or appear inconsistent with any provision of this Exhibit.
22. **Interpretation of Obligations.** This Exhibit and this Agreement shall be interpreted as broadly as necessary to implement and comply with HIPAA, the Privacy Rule and the Security Rule. The parties agree that any ambiguity in this Exhibit shall be resolved in favor of a meaning that complies and is consistent with HIPAA, the Privacy Rule and the Security Rule.

Check Registers Submitted for Approval  
Checks Written for Period 09/04/10 thru 09/17/10

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
48219	General Fund Unrestricted	13,236.64	0.00	13,236.64	92*0254857	92*0254882
48220	General Fund Unrestricted	14,223.00	0.00	14,223.00	92*0254883	92*0254910
48221	General Fund Unrestricted	13,338.00	0.00	13,338.00	92*0254911	92*0254936
48222	General Fund Unrestricted	26,315.00	0.00	26,315.00	92*0254937	92*0254965
48223	General Fund Unrestricted	29,873.00	0.00	29,873.00	92*0254966	92*0254994
48224	General Fund Unrestricted	30,558.00	0.00	30,558.00	92*0254995	92*0255022
48225	General Fund Unrestricted	28,976.50	0.00	28,976.50	92*0255023	92*0255049
48226	General Fund Unrestricted	30,591.00	0.00	30,591.00	92*0255050	92*0255078
48227	General Fund Unrestricted	29,497.00	0.00	29,497.00	92*0255079	92*0255106
48228	General Fund Unrestricted	31,783.00	0.00	31,783.00	92*0255107	92*0255134
48229	General Fund Unrestricted	31,081.00	0.00	31,081.00	92*0255135	92*0255162
48230	General Fund Unrestricted	28,393.00	0.00	28,393.00	92*0255163	92*0255190
48231	General Fund Unrestricted	26,838.50	0.00	26,838.50	92*0255191	92*0255218
48232	General Fund Unrestricted	33,025.00	0.00	33,025.00	92*0255219	92*0255246
48233	General Fund Unrestricted	30,023.00	0.00	30,023.00	92*0255247	92*0255274
48234	General Fund Unrestricted	17,132.00	0.00	17,132.00	92*0255275	92*0255291
48235	General Fund Unrestricted	21,196.00	0.00	21,196.00	92*0255292	92*0255309
48236	General Fund Unrestricted	33,226.00	0.00	33,226.00	92*0255310	92*0255338
48237	General Fund Unrestricted	34,291.00	0.00	34,291.00	92*0255339	92*0255366
48238	General Fund Unrestricted	30,738.00	0.00	30,738.00	92*0255367	92*0255394
48239	General Fund Unrestricted	31,522.00	0.00	31,522.00	92*0255395	92*0255421
48240	General Fund Unrestricted	17,689.00	0.00	17,689.00	92*0255422	92*0255438
48241	General Fund Unrestricted	33,793.00	0.00	33,793.00	92*0255439	92*0255466
48242	General Fund Unrestricted	35,184.00	0.00	35,184.00	92*0255467	92*0255493
48243	General Fund Unrestricted	39,149.00	0.00	39,149.00	92*0255494	92*0255525
48258	General Fund Unrestricted	23,456.00	0.00	23,456.00	92*0255577	92*0255598
48259	General Fund Unrestricted	32,615.00	0.00	32,615.00	92*0255599	92*0255630
48260	General Fund Unrestricted	28,144.00	0.00	28,144.00	92*0255631	92*0255658
48261	General Fund Unrestricted	26,834.00	0.00	26,834.00	92*0255659	92*0255686
48262	General Fund Unrestricted	24,302.00	0.00	24,302.00	92*0255687	92*0255714
48263	General Fund Unrestricted	30,139.00	0.00	30,139.00	92*0255715	92*0255742
48264	General Fund Unrestricted	28,300.00	0.00	28,300.00	92*0255743	92*0255770
48265	General Fund Unrestricted	30,422.00	0.00	30,422.00	92*0255771	92*0255798
48266	General Fund Unrestricted	32,954.00	0.00	32,954.00	92*0255799	92*0255831
48294	General Fund Unrestricted	1,883.20	0.00	1,883.20	92*0255956	92*0255966
48295	General Fund Unrestricted	843.90	0.00	843.90	92*0255967	92*0255967
48296	General Fund Unrestricted	7,399.13	0.00	7,399.13	92*0255970	92*0255974
48297	General Fund Unrestricted	5,924.19	0.00	5,924.19	92*0255975	92*0255984
48298	General Fund Unrestricted	16,020.79	0.00	16,020.79	92*0255985	92*0255989
48299	General Fund Unrestricted	12,034.00	0.00	12,034.00	92*0255990	92*0255995
48300	General Fund Unrestricted	12,800.74	0.00	12,800.74	92*0255996	92*0255996

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
48301	General Fund Unrestricted	7,815.44	0.00	7,815.44	92*0255998	92*0256001
48302	General Fund Unrestricted	1,407.57	0.00	1,407.57	92*0256002	92*0256005
48303	General Fund Unrestricted	81,645.46	0.00	81,645.46	92*0256009	92*0256011
48308	General Fund Unrestricted	26,853.00	0.00	26,853.00	92*0256026	92*0256055
48309	General Fund Unrestricted	28,355.00	0.00	28,355.00	92*0256056	92*0256083
48310	General Fund Unrestricted	28,977.00	0.00	28,977.00	92*0256084	92*0256110
48311	General Fund Unrestricted	1,949.00	0.00	1,949.00	92*0256111	92*0256121
48312	General Fund Unrestricted	803.00	0.00	803.00	92*0256122	92*0256127
48313	General Fund Unrestricted	640.18	0.00	640.18	92*0256129	92*0256131
48314	General Fund Unrestricted	14,778.44	0.00	14,778.44	92*0256132	92*0256137
48315	General Fund Unrestricted	5,628.30	0.00	5,628.30	92*0256138	92*0256145
48318	General Fund Unrestricted	5,337.32	0.00	5,337.32	92*0256155	92*0256161
48331	General Fund Unrestricted	313.00	0.00	313.00	92*0256191	92*0256196
48332	General Fund Unrestricted	3,434.00	0.00	3,434.00	92*0256197	92*0256199
48333	General Fund Unrestricted	27,869.00	0.00	27,869.00	92*0256200	92*0256228
48334	General Fund Unrestricted	29,906.00	0.00	29,906.00	92*0256229	92*0256256
48335	General Fund Unrestricted	35,579.00	0.00	35,579.00	92*0256257	92*0256284
48336	General Fund Unrestricted	32,149.00	0.00	32,149.00	92*0256285	92*0256312
48337	General Fund Unrestricted	29,444.00	0.00	29,444.00	92*0256313	92*0256341
48338	General Fund Unrestricted	27,500.00	0.00	27,500.00	92*0256342	92*0256342
48339	General Fund Unrestricted	2,431.49	0.00	2,431.49	92*0256343	92*0256347
48341	General Fund Unrestricted	820.20	0.00	820.20	92*0256350	92*0256356
48342	General Fund Unrestricted	2,948.87	0.00	2,948.87	92*0256357	92*0256363
48343	General Fund Unrestricted	42,026.64	0.00	42,026.64	92*0256364	92*0256366
48345	General Fund Unrestricted	553.00	0.00	553.00	92*0256373	92*0256373
48350	General Fund Unrestricted	624.00	0.00	624.00	92*0256384	92*0256388
48351	General Fund Unrestricted	391.98	0.00	391.98	92*0256389	92*0256391
48352	General Fund Unrestricted	7,795.55	0.00	7,795.55	92*0256392	92*0256395
48353	General Fund Unrestricted	4,339.85	0.00	4,339.85	92*0256396	92*0256401
48354	General Fund Unrestricted	7,522.94	0.00	7,522.94	92*0256402	92*0256408
48355	General Fund Unrestricted	30,964.79	0.00	30,964.79	92*0256409	92*0256413
48356	General Fund Unrestricted	10,581.73	0.00	10,581.73	92*0256414	92*0256416
48357	General Fund Unrestricted	2,112.83	0.00	2,112.83	92*0256417	92*0256423
48361	General Fund Unrestricted	4,495.34	0.00	4,495.34	92*0256432	92*0256439
48362	General Fund Unrestricted	2,797.03	0.00	2,797.03	92*0256440	92*0256447
48374	General Fund Unrestricted	233.00	0.00	233.00	92*0256479	92*0256481
48376	General Fund Unrestricted	1,269.09	0.00	1,269.09	92*0256487	92*0256491
48377	General Fund Unrestricted	23,712.69	0.00	23,712.69	92*0256492	92*0256494
48379	General Fund Unrestricted	2,928.20	0.00	2,928.20	92*0256501	92*0256508
48380	General Fund Unrestricted	6,028.05	0.00	6,028.05	92*0256509	92*0256516
48381	General Fund Unrestricted	2,343.78	0.00	2,343.78	92*0256517	92*0256523

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
48382	General Fund Unrestricted	3,968.00	0.00	3,968.00	92*0256524	92*0256531
48383	General Fund Unrestricted	823.71	0.00	823.71	92*0256532	92*0256534
48384	General Fund Unrestricted	6,799.00	0.00	6,799.00	92*0256535	92*0256536
48385	General Fund Unrestricted	10,941.87	0.00	10,941.87	92*0256537	92*0256537
48386	General Fund Unrestricted	4,657.72	0.00	4,657.72	92*0256539	92*0256543
48387	General Fund Unrestricted	7,533.32	0.00	7,533.32	92*0256544	92*0256548
48392	General Fund Unrestricted	248.50	0.00	248.50	92*0256558	92*0256560
48393	General Fund Unrestricted	2,064.04	0.00	2,064.04	92*0256561	92*0256569
48394	General Fund Unrestricted	10,148.28	0.00	10,148.28	92*0256570	92*0256571
48395	General Fund Unrestricted	779.63	0.00	779.63	92*0256573	92*0256575
48397	General Fund Unrestricted	725.40	0.00	725.40	92*0256580	92*0256581
48405	General Fund Unrestricted	481.50	0.00	481.50	92*0256601	92*0256604
48407	General Fund Unrestricted	15,291.08	0.00	15,291.08	92*0256609	92*0256610
48408	General Fund Unrestricted	4,445.50	0.00	4,445.50	92*0256614	92*0256615
48409	General Fund Unrestricted	463.70	0.00	463.70	92*0256619	92*0256621
48410	General Fund Unrestricted	1,065.61	0.00	1,065.61	92*0256622	92*0256623
48411	General Fund Unrestricted	1,612.44	0.00	1,612.44	92*0256626	92*0256632
48412	General Fund Unrestricted	3,075.00	0.00	3,075.00	92*0256634	92*0256634
48413	General Fund Unrestricted	2,729.45	0.00	2,729.45	92*0256636	92*0256641
48414	General Fund Unrestricted	18,025.88	0.00	18,025.88	92*0256642	92*0256645
48415	General Fund Unrestricted	120.03	0.00	120.03	92*0256648	92*0256648
48422	General Fund Unrestricted	375.00	0.00	375.00	92*0256662	92*0256662
48425	General Fund Unrestricted	1,617.04	0.00	1,617.04	92*0256670	92*0256672
48426	General Fund Unrestricted	438.49	0.00	438.49	92*0256673	92*0256676
48427	General Fund Unrestricted	18,803.90	0.00	18,803.90	92*0256677	92*0256679
48428	General Fund Unrestricted	609.11	0.00	609.11	92*0256680	92*0256681
<b>Total Fund 11 General Fund Unrestricted</b>		<b>1,670,891.55</b>	<b>0.00</b>	<b>1,670,891.55</b>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
48295	General Fund Restricted	2,366.66	0.00	2,366.66	92*0255968	92*0255969
48301	General Fund Restricted	4,160.00	0.00	4,160.00	92*0255997	92*0255999
48302	General Fund Restricted	680.50	0.00	680.50	92*0256006	92*0256008
48304	General Fund Restricted	2,256.58	0.00	2,256.58	92*0256012	92*0256015
48305	General Fund Restricted	481.22	0.00	481.22	92*0256016	92*0256020
48313	General Fund Restricted	315.00	0.00	315.00	92*0256128	92*0256128
48316	General Fund Restricted	7,294.59	0.00	7,294.59	92*0256146	92*0256150
48317	General Fund Restricted	468.16	0.00	468.16	92*0256151	92*0256154
48318	General Fund Restricted	345.59	0.00	345.59	92*0256159	92*0256160
48319	General Fund Restricted	3,367.00	0.00	3,367.00	92*0256162	92*0256163
48340	General Fund Restricted	15,620.57	0.00	15,620.57	92*0256348	92*0256349
48341	General Fund Restricted	706.84	0.00	706.84	92*0256352	92*0256355
48344	General Fund Restricted	2,341.67	0.00	2,341.67	92*0256367	92*0256370
48345	General Fund Restricted	783.13	0.00	783.13	92*0256371	92*0256372
48358	General Fund Restricted	514.61	0.00	514.61	92*0256424	92*0256426
48359	General Fund Restricted	14,134.66	0.00	14,134.66	92*0256427	92*0256428
48360	General Fund Restricted	12,515.03	0.00	12,515.03	92*0256429	92*0256431
48363	General Fund Restricted	2,095.17	0.00	2,095.17	92*0256448	92*0256452
48375	General Fund Restricted	5,204.80	0.00	5,204.80	92*0256482	92*0256486
48378	General Fund Restricted	1,193.27	0.00	1,193.27	92*0256495	92*0256500
48385	General Fund Restricted	1,036.69	0.00	1,036.69	92*0256538	92*0256538
48394	General Fund Restricted	1,754.46	0.00	1,754.46	92*0256572	92*0256572
48396	General Fund Restricted	668.41	0.00	668.41	92*0256576	92*0256579
48397	General Fund Restricted	988.24	0.00	988.24	92*0256582	92*0256583
48406	General Fund Restricted	4,950.98	0.00	4,950.98	92*0256605	92*0256608
48408	General Fund Restricted	37,161.26	0.00	37,161.26	92*0256611	92*0256616
48409	General Fund Restricted	1,614.19	0.00	1,614.19	92*0256617	92*0256618
48410	General Fund Restricted	843.68	0.00	843.68	92*0256624	92*0256625
48411	General Fund Restricted	325.00	0.00	325.00	92*0256629	92*0256629
48412	General Fund Restricted	3,710.23	0.00	3,710.23	92*0256633	92*0256635
48413	General Fund Restricted	934.77	0.00	934.77	92*0256637	92*0256638
48415	General Fund Restricted	790.26	0.00	790.26	92*0256646	92*0256647
48423	General Fund Restricted	6,030.99	0.00	6,030.99	92*0256663	92*0256664
48424	General Fund Restricted	685.98	0.00	685.98	92*0256665	92*0256669
48429	General Fund Restricted	606.73	0.00	606.73	92*0256682	92*0256686
<b>Total Fund 12 General Fund Restricted</b>		<b>138,946.92</b>	<b>0.00</b>	<b>138,946.92</b>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
48306	Child Development Fund	2,209.78	0.00	2,209.78	92*0256021	92*0256023
48320	Child Development Fund	4,880.54	0.00	4,880.54	92*0256164	92*0256164
48321	Child Development Fund	14,015.00	0.00	14,015.00	92*0256165	92*0256166
48346	Child Development Fund	1,436.35	0.00	1,436.35	92*0256374	92*0256375
48364	Child Development Fund	4,400.00	0.00	4,400.00	92*0256453	92*0256454
48365	Child Development Fund	2,060.05	0.00	2,060.05	92*0256455	92*0256459
48388	Child Development Fund	1,159.47	0.00	1,159.47	92*0256549	92*0256553
48389	Child Development Fund	6,895.63	0.00	6,895.63	92*0256554	92*0256555
48398	Child Development Fund	519.97	0.00	519.97	92*0256584	92*0256586
48416	Child Development Fund	349.68	0.00	349.68	92*0256649	92*0256654
48417	Child Development Fund	412.54	0.00	412.54	92*0256655	92*0256656
48418	Child Development Fund	1,939.15	0.00	1,939.15	92*0256657	92*0256658
48430	Child Development Fund	218.62	0.00	218.62	92*0256687	92*0256689
<b>Total Fund 33 Child Development Fund</b>		<b>40,496.78</b>	<b>0.00</b>	<b>40,496.78</b>		

<b>Register #</b>	<b>Fund Title</b>	<b>Amount</b>	<b>Voided Checks</b>	<b>Adjusted Amount</b>	<b>Beg Check #</b>	<b>End Check #</b>
48329	Capital Outlay Projects Fund	8,000.00	0.00	8,000.00	92*0256187	92*0256187
48330	Capital Outlay Projects Fund	11,168.09	0.00	11,168.09	92*0256188	92*0256190
48349	Capital Outlay Projects Fund	29,561.72	0.00	29,561.72	92*0256382	92*0256383
48373	Capital Outlay Projects Fund	750.00	0.00	750.00	92*0256478	92*0256478
48421	Capital Outlay Projects Fund	11,560.00	0.00	11,560.00	92*0256661	92*0256661
<b>Total Fund 41 Capital Outlay Projects Fu</b>		<b>61,039.81</b>	<b>0.00</b>	<b>61,039.81</b>		

Check Registers Submitted for Approval  
 Checks Written for Period 09/04/10 thru 09/17/10

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
48307	Bond Fund, Measure E	407.30	0.00	407.30	92*0256024	92*0256025
48322	Bond Fund, Measure E	9,020.96	0.00	9,020.96	92*0256167	92*0256169
48323	Bond Fund, Measure E	43,000.00	0.00	43,000.00	92*0256170	92*0256172
48324	Bond Fund, Measure E	38,458.86	0.00	38,458.86	92*0256173	92*0256176
48325	Bond Fund, Measure E	109,854.00	0.00	109,854.00	92*0256177	92*0256179
48326	Bond Fund, Measure E	34,255.78	0.00	34,255.78	92*0256180	92*0256182
48327	Bond Fund, Measure E	37,433.29	0.00	37,433.29	92*0256183	92*0256185
48328	Bond Fund, Measure E	8,126.00	0.00	8,126.00	92*0256186	92*0256186
48347	Bond Fund, Measure E	20,079.85	0.00	20,079.85	92*0256376	92*0256380
48348	Bond Fund, Measure E	28,970.00	0.00	28,970.00	92*0256381	92*0256381
48366	Bond Fund, Measure E	87,815.80	0.00	87,815.80	92*0256460	92*0256461
48367	Bond Fund, Measure E	35,857.50	0.00	35,857.50	92*0256462	92*0256463
48368	Bond Fund, Measure E	43,534.87	0.00	43,534.87	92*0256464	92*0256467
48369	Bond Fund, Measure E	133,571.94	0.00	133,571.94	92*0256468	92*0256471
48370	Bond Fund, Measure E	30,756.60	0.00	30,756.60	92*0256472	92*0256473
48371	Bond Fund, Measure E	20,459.70	0.00	20,459.70	92*0256474	92*0256475
48372	Bond Fund, Measure E	8,216.38	0.00	8,216.38	92*0256476	92*0256477
48390	Bond Fund, Measure E	17,677.62	0.00	17,677.62	92*0256556	92*0256556
48391	Bond Fund, Measure E	3,395.40	0.00	3,395.40	92*0256557	92*0256557
48399	Bond Fund, Measure E	49,000.00	0.00	49,000.00	92*0256587	92*0256588
48400	Bond Fund, Measure E	51,400.00	0.00	51,400.00	92*0256589	92*0256590
48401	Bond Fund, Measure E	2,863.72	0.00	2,863.72	92*0256591	92*0256593
48402	Bond Fund, Measure E	12,849.00	0.00	12,849.00	92*0256594	92*0256596
48403	Bond Fund, Measure E	13,513.50	0.00	13,513.50	92*0256597	92*0256599
48404	Bond Fund, Measure E	19,253.70	0.00	19,253.70	92*0256600	92*0256600
48419	Bond Fund, Measure E	1,636.26	0.00	1,636.26	92*0256659	92*0256659
48420	Bond Fund, Measure E	23,364.00	0.00	23,364.00	92*0256660	92*0256660
48431	Bond Fund, Measure E	115,197.02	0.00	115,197.02	92*0256690	92*0256691
<b>Total Fund 42 Bond Fund, Measure E</b>		<b>999,969.05</b>	<b>0.00</b>	<b>999,969.05</b>		

**SUMMARY**

Total Fund 11 General Fund Unrestricted	1,670,891.55
Total Fund 12 General Fund Restricted	138,946.92
Total Fund 33 Child Development Fund	40,496.78
Total Fund 41 Capital Outlay Projects Fund	61,039.81
Total Fund 42 Bond Fund, Measure E	<u>999,969.05</u>
Grand Total:	<u><u>2,911,344.11</u></u>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BOARD REPORT / BUDGET INCREASES AND DECREASES**

No. 5.2

From 06 / 01 / 2010 To 06 / 30 / 2010  
 Board Meeting on 09 / 27 / 2010

**FUND: 11 GENERAL FUND-UNRESTRICTED**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
2000	CLASSIFIED / OTHER NONACADEMIC		\$34,650
5000	OPERATING EXPENSES & SERVICES		8,716
6000	CAPITAL OUTLAY		1,583
7900	CONTINGENCY OR RESERVE		1,351,722
	Total appropriation		\$1,396,671
	<u>Revenue Account</u>		
8600	STATE REVENUE	\$3,767,139	
8800	LOCAL REVENUE		\$5,163,810
	Total revenue	\$3,767,139	\$5,163,810

**RECOMMENDATION**

It is recommended the Board approve the budget adjustments as presented.

**Fund 11: General Fund Unrestricted**

<b>BC09KT072910A</b>		<b>6/30/2010</b>	<b>B006720</b>	<u>Decreases</u>	<u>Increases</u>
7900	CONTINGENCY OR RESERVE			191,289	0
8600	STATE REVENUE			3,884,721	0
8800	LOCAL REVENUE			0	3,693,432
				<hr/>	<hr/>
				<b>4,076,010</b>	<b>3,693,432</b>

**Reason:** Adjustment  
**Description:** P2 changes on other DO rev sou

<b>BC09KT072910B</b>		<b>6/30/2010</b>	<b>B006721</b>	<u>Decreases</u>	<u>Increases</u>
7900	CONTINGENCY OR RESERVE			36,468	0
8600	STATE REVENUE			36,468	0
				<hr/>	<hr/>
				<b>72,936</b>	<b>0</b>

**Reason:** Adjustment  
**Description:** P2 changes on state apportionm

<b>bc09pn803b</b>		<b>6/30/2010</b>	<b>B006732</b>	<u>Decreases</u>	<u>Increases</u>
7900	CONTINGENCY OR RESERVE			0	931,341
8800	LOCAL REVENUE			0	931,341
				<hr/>	<hr/>
				<b>0</b>	<b>1,862,682</b>

**Reason:** Adjustment  
**Description:** Incr budg to match actual inc

<b>bc09pn803c</b>		<b>6/30/2010</b>	<b>B006733</b>	<u>Decreases</u>	<u>Increases</u>
2000	CLASSIFIED/OTHER NONACADEMIC			0	34,650
5000	OPERATING EXPENSES AND SERVICES			0	8,716
7900	CONTINGENCY OR RESERVE			0	2,930
8800	LOCAL REVENUE			0	46,296
				<hr/>	<hr/>
				<b>0</b>	<b>92,592</b>

**Reason:** Adjustment  
**Description:** Budg exp to match income rec

<b>bc09pn803d</b>		<b>6/30/2010</b>	<b>B006734</b>	<u>Decreases</u>	<u>Increases</u>
7900	CONTINGENCY OR RESERVE			0	330,513
8800	LOCAL REVENUE			0	330,513
				<hr/>	<hr/>
				<b>0</b>	<b>661,026</b>

**Reason:** Adjustment  
**Description:** Budg enrollment fees to match

<b>bc09pn810c</b>		<b>6/30/2010</b>	<b>B006769</b>	<u>Decreases</u>	<u>Increases</u>
7900	CONTINGENCY OR RESERVE			0	314,695
8600	STATE REVENUE			0	154,050
8800	LOCAL REVENUE			0	160,645
				<hr/>	<hr/>
				<b>0</b>	<b>629,390</b>

**Reason:** Adjustment  
**Description:** Adj budg to match income rec

Board of Trustees  
**SUMMARY OF BUDGET INCREASES AND DECREASES**  
6/1/2010 - 6/30/2010

**Fund 11: General Fund Unrestricted**

bc09pn818a	6/30/2010	B006786	<u>Decreases</u>	<u>Increases</u>
6000	CAPITAL OUTLAY		0	1,583
8800	LOCAL REVENUE		0	1,583
			<hr/> 0	<hr/> 3,166

Reason: Adjustment  
Description: Adj SAC Athletic Hall donation

**Summary by Major Object for Fund 11**

	<u>Decreases</u>	<u>Increases</u>
2000 CLASSIFIED/OTHER NONACADEMIC	0	34,650
5000 OPERATING EXPENSES AND SERVICES	0	8,716
6000 CAPITAL OUTLAY	0	1,583
7900 CONTINGENCY OR RESERVE	0	1,351,722
8600 STATE REVENUE	3,767,139	0
8800 LOCAL REVENUE	0	5,163,810
	<hr/> 3,767,139	<hr/> 6,560,481

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
BOARD REPORT / BUDGET INCREASES AND DECREASES**

**From 06 / 01 / 2010 To 06 / 30 / 2010  
Board Meeting on 09 / 27 / 2010**

**FUND: 12 GENERAL FUND-RESTRICTED**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Accounts</u>		
1000	ACADEMIC SALARIES	\$5,640	
2000	CLASSIFIED / OTHER NONACADEMIC		\$55,337
3000	EMPLOYEE BENEFITS		38,057
4000	SUPPLIES AND MATERIALS		96,563
5000	OPERATING EXPENSES & SERVICES		7,274
6000	CAPITAL OUTLAY		4,519
7000	OTHER OUTGO	9,000	
	<b>Total appropriation</b>	<b>\$14,640</b>	<b>\$201,750</b>
	<u>Revenue Accounts</u>		
8100	FEDERAL REVENUE		\$100,533
8600	STATE REVENUE		85,327
8800	LOCAL REVENUE		1,250
	<b>Total revenues</b>		<b>\$187,110</b>

**RECOMMENDATION**

It is recommended the Board approve the budget adjustments as presented.

Board of Trustees  
SUMMARY OF BUDGET INCREASES AND DECREASES  
6/1/2010 - 6/30/2010

**Fund 12: General Fund Restricted**

<b>bc09pn603c</b>	<b>6/3/2010</b>	<b>B006440</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
5000	OPERATING EXPENSES AND SERVICES		0	5,735
8600	STATE REVENUE		0	5,735
			<hr/>	<hr/>
			0	11,470
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	DSPS SAC augmentation			

<b>BC09KT060310B</b>	<b>6/3/2010</b>	<b>B006454</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
2000	CLASSIFIED/OTHER NONACADEMIC		0	95,244
3000	EMPLOYEE BENEFITS		0	39,877
4000	SUPPLIES AND MATERIALS		0	4,109
5000	OPERATING EXPENSES AND SERVICES		0	10,770
8100	FEDERAL REVENUE		0	150,000
			<hr/>	<hr/>
			0	300,000
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Fund Women's Bus Ctr yr4 09-10			

<b>BC09KT060710E</b>	<b>6/7/2010</b>	<b>B006462</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
5000	OPERATING EXPENSES AND SERVICES		0	5,735
8600	STATE REVENUE		0	5,735
			<hr/>	<hr/>
			0	11,470
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Fund DSPS - SCC			

<b>BC09KT060710F</b>	<b>6/7/2010</b>	<b>B006463</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
5000	OPERATING EXPENSES AND SERVICES		0	250
7000	OTHER OUTGO		0	1,000
8800	LOCAL REVENUE		0	1,250
			<hr/>	<hr/>
			0	2,500
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Fund CDC training consortium a			

<b>BC09KT061010H</b>	<b>6/10/2010</b>	<b>B006483</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
1000	ACADEMIC SALARIES		2,212	0
3000	EMPLOYEE BENEFITS		0	2,202
8100	FEDERAL REVENUE		10	0
			<hr/>	<hr/>
			2,222	2,202
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Cover neg bal & adj BGTs			

<b>bc09pn615a</b>	<b>6/15/2010</b>	<b>B006500</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
5000	OPERATING EXPENSES AND SERVICES		4	0
8600	STATE REVENUE		4	0
			<hr/>	<hr/>
			8	0
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	DO Acct Matriculation bal			

**Fund 12: General Fund Restricted**

		6/15/2010	B006502	<u>Decreases</u>	<u>Increases</u>
bc09pn615c					
7000	OTHER OUTGO			10,000	0
8100	FEDERAL REVENUE			10,000	0
				<hr/>	<hr/>
				20,000	0

Reason: Special Project Adjustment  
Description: SAC Partnership Trans Success

		6/22/2010	B006538	<u>Decreases</u>	<u>Increases</u>
bc09pn622a					
2000	CLASSIFIED/OTHER NONACADEMIC			19,335	0
8100	FEDERAL REVENUE			19,335	0
				<hr/>	<hr/>
				38,670	0

Reason: Special Project Adjustment  
Description: SP#1680 SAC TANF ARRA

		6/28/2010	B006551	<u>Decreases</u>	<u>Increases</u>
BC09KT062810A					
2000	CLASSIFIED/OTHER NONACADEMIC			13,844	0
3000	EMPLOYEE BENEFITS			1,921	0
5000	OPERATING EXPENSES AND SERVICES			1,093	0
8100	FEDERAL REVENUE			16,858	0
				<hr/>	<hr/>
				33,716	0

Reason: Special Project Adjustment  
Description: Revise ARRA cooperative contra

		6/30/2010	B006598	<u>Decreases</u>	<u>Increases</u>
bc09pn708i					
4000	SUPPLIES AND MATERIALS			26,000	0
5000	OPERATING EXPENSES AND SERVICES			2,143	0
8600	STATE REVENUE			28,143	0
				<hr/>	<hr/>
				56,286	0

Reason: Special Project Adjustment  
Description: Non-cr Matric alloc reduction

		6/30/2010	B006609	<u>Decreases</u>	<u>Increases</u>
bc09pn713d					
1000	ACADEMIC SALARIES			10,260	0
3000	EMPLOYEE BENEFITS			468	0
8600	STATE REVENUE			10,728	0
				<hr/>	<hr/>
				21,456	0

Reason: Special Project Adjustment  
Description: OEC non-cr matrc reduce alloc

**Fund 12: General Fund Restricted**

<b>BC09KT071410A</b>		<b>6/30/2010</b>	<b>B006619</b>	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES			0	6,831
2000	CLASSIFIED/OTHER NONACADEMIC			3,464	0
3000	EMPLOYEE BENEFITS			1,632	0
4000	SUPPLIES AND MATERIALS			2,116	0
5000	OPERATING EXPENSES AND SERVICES			50	0
6000	CAPITAL OUTLAY			1	0
8600	STATE REVENUE			432	0
				<hr/>	<hr/>
<b>Reason:</b> Special Project Adjustment				<b>7,695</b>	<b>6,831</b>
<b>Description:</b> Close BSI 07/08 proj end 6/30					

<b>bc09pn719d</b>		<b>6/30/2010</b>	<b>B006625</b>	<u>Decreases</u>	<u>Increases</u>
4000	SUPPLIES AND MATERIALS			188	0
8600	STATE REVENUE			188	0
				<hr/>	<hr/>
<b>Reason:</b> Special Project Adjustment				<b>376</b>	<b>0</b>
<b>Description:</b> CEC BSI correct PY COB					

<b>BC09KT072110A</b>		<b>6/30/2010</b>	<b>B006641</b>	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES			0	432
8600	STATE REVENUE			0	432
				<hr/>	<hr/>
<b>Reason:</b> Special Project Adjustment				<b>0</b>	<b>864</b>
<b>Description:</b> Redistribute rev alloc BSI 07-					

<b>BC09KT072110C</b>		<b>6/30/2010</b>	<b>B006643</b>	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES			0	400
8600	STATE REVENUE			0	400
				<hr/>	<hr/>
<b>Reason:</b> Special Project Adjustment				<b>0</b>	<b>800</b>
<b>Description:</b> Fund trsf of exp BSI 08-09 SCC					

<b>BC09KT072110D</b>		<b>6/30/2010</b>	<b>B006644</b>	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES			7,838	0
8600	STATE REVENUE			7,838	0
				<hr/>	<hr/>
<b>Reason:</b> Special Project Adjustment				<b>15,676</b>	<b>0</b>
<b>Description:</b> Adj budg per revised P2 recal					

<b>BC09KT072110E</b>		<b>6/30/2010</b>	<b>B006645</b>	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES			8,500	0
8600	STATE REVENUE			8,500	0
				<hr/>	<hr/>
<b>Reason:</b> Special Project Adjustment				<b>17,000</b>	<b>0</b>
<b>Description:</b> Adj BSI 08-09 to reflect corr					

Board of Trustees  
**SUMMARY OF BUDGET INCREASES AND DECREASES**  
6/1/2010 - 6/30/2010

**Fund 12: General Fund Restricted**

		<u>Decreases</u>	<u>Increases</u>
<b>BC09KT072210C</b>	<b>6/30/2010 B006649</b>		
1000	ACADEMIC SALARIES	0	1
3000	EMPLOYEE BENEFITS	1	0
5000	OPERATING EXPENSES AND SERVICES	0	3,480
6000	CAPITAL OUTLAY	0	4,520
8600	STATE REVENUE	0	8,000
		<hr/>	<hr/>
		1	16,001

**Reason:** Special Project Adjustment

**Description:** Adj BSI SCC alloc 4 Inst Equip

		<u>Decreases</u>	<u>Increases</u>
<b>bc09pn727s</b>	<b>6/30/2010 B006702</b>		
5000	OPERATING EXPENSES AND SERVICES	0	100
8600	STATE REVENUE	0	100
		<hr/>	<hr/>
		0	200

**Reason:** Special Project Adjustment

**Description:** SP#2005 TTIP SAC BSI

		<u>Decreases</u>	<u>Increases</u>
<b>BC09KT072910B</b>	<b>6/30/2010 B006721</b>		
5000	OPERATING EXPENSES AND SERVICES	0	70,000
8600	STATE REVENUE	0	70,000
		<hr/>	<hr/>
		0	140,000

**Reason:** Adjustment

**Description:** P2 changes on state apportionm

		<u>Decreases</u>	<u>Increases</u>
<b>bc09pn802f</b>	<b>6/30/2010 B006727</b>		
4000	SUPPLIES AND MATERIALS	0	120,758
8600	STATE REVENUE	0	120,758
		<hr/>	<hr/>
		0	241,516

**Reason:** Special Project Adjustment

**Description:** Increase budget to match incom

Board of Trustees  
**SUMMARY OF BUDGET INCREASES AND DECREASES**  
6/1/2010 - 6/30/2010

**Fund 12: General Fund Restricted**

<b>bc09pn805g</b>		<b>6/30/2010</b>	<b>B006756</b>	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES			70,000	0
8600	STATE REVENUE			70,000	0
				<hr/>	<hr/>
<b>Reason: Special Project Adjustment</b>				<b>140,000</b>	<b>0</b>
<b>Description: Delete budget#2197</b>					

<b>BC09DP0823A</b>		<b>6/30/2010</b>	<b>B006788</b>	<u>Decreases</u>	<u>Increases</u>
2000	CLASSIFIED/OTHER NONACADEMIC			3,264	0
8100	FEDERAL REVENUE			3,264	0
				<hr/>	<hr/>
<b>Reason: Special Project Adjustment</b>				<b>6,528</b>	<b>0</b>
<b>Description: Correct COB Title III</b>					

**Summary by Major Object for Fund 12**

		<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES	5,640	0
2000	CLASSIFIED/OTHER NONACADEMIC	0	55,337
3000	EMPLOYEE BENEFITS	0	38,057
4000	SUPPLIES AND MATERIALS	0	96,563
5000	OPERATING EXPENSES AND SERVICES	0	7,274
6000	CAPITAL OUTLAY	0	4,519
7000	OTHER OUTGO	9,000	0
8100	FEDERAL REVENUE	0	100,533
8600	STATE REVENUE	0	85,327
8800	LOCAL REVENUE	0	1,250
		<hr/>	<hr/>
		<b>14,640</b>	<b>388,860</b>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BOARD REPORT / BUDGET INCREASES AND DECREASES**

From 06/01/2010 To 06/30/2010  
 Board Meeting on 09/27/2010

**FUND: 33 CHILD DEVELOPMENT FUND**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
1000	ACADEMIC SALARIES		\$79,021
2000	CLASSIFIED / OTHER NONACADEMIC		101,251
3000	EMPLOYEE BENEFITS		2,280
4000	SUPPLIES AND MATERIALS	\$14,933	
5000	OPERATING EXPENSES & SERVICES	13,072	
6000	CAPITAL OUTLAY	1,203	
7000	OTHER OUTGO	28,775	
7900	CONTINGENCY OR RESERVE	129,459	
	Total appropriation	\$187,442	\$182,552
	<u>Revenue Account</u>		
8100	FEDERAL REVENUE		\$4,673
8600	STATE REVENUE	\$9,563	
	Total revenue	\$9,563	\$4,673

**RECOMMENDATION**

It is recommended the Board approve the budget adjustments as presented.

Board of Trustees  
**SUMMARY OF BUDGET INCREASES AND DECREASES**  
6/1/2010 - 6/30/2010

**Fund 33: Child Development Fund**

		6/17/2010	B006512	<u>Decreases</u>	<u>Increases</u>
bc09pn617a					
7000	OTHER OUTGO			28,775	0
8600	STATE REVENUE			28,775	0
				<hr/>	<hr/>
				57,550	0
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	Reduce Child Dev allocation				

		6/30/2010	B006747	<u>Decreases</u>	<u>Increases</u>
bc09pn804a					
1000	ACADEMIC SALARIES			0	79,021
2000	CLASSIFIED/OTHER NONACADEMIC			0	101,251
3000	EMPLOYEE BENEFITS			0	2,280
4000	SUPPLIES AND MATERIALS			14,933	0
5000	OPERATING EXPENSES AND SERVICES			13,072	0
6000	CAPITAL OUTLAY			1,203	0
7900	CONTINGENCY OR RESERVE			180,440	0
8100	FEDERAL REVENUE			0	4,673
8600	STATE REVENUE			31,769	0
				<hr/>	<hr/>
				241,417	187,225
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SP#2120 CDC SAC neg bal				

		6/30/2010	B006790	<u>Decreases</u>	<u>Increases</u>
bc09pn825a					
7900	CONTINGENCY OR RESERVE			0	50,981
8600	STATE REVENUE			0	50,981
				<hr/>	<hr/>
				0	101,962
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	CDS reverse B006747				

**Summary by Major Object for Fund 33**

		<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES	0	79,021
2000	CLASSIFIED/OTHER NONACADEMIC	0	101,251
3000	EMPLOYEE BENEFITS	0	2,280
4000	SUPPLIES AND MATERIALS	14,933	0
5000	OPERATING EXPENSES AND SERVICES	13,072	0
6000	CAPITAL OUTLAY	1,203	0
7000	OTHER OUTGO	28,775	0
7900	CONTINGENCY OR RESERVE	129,459	0
8100	FEDERAL REVENUE	0	4,673
8600	STATE REVENUE	9,563	0
		<hr/>	<hr/>
		197,005	187,225

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BOARD REPORT / BUDGET INCREASES AND DECREASES**

From 06 / 01 / 2010 To 06 / 30 / 2010  
Board Meeting on 09 / 27 / 2010

**FUND: 41 CAPITAL OUTLAY PROJECTS FUND**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS"

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
5000	OPERATING EXPENSES & SERVICES		\$650
7900	CONTINGENCY OR RESERVE		17,611
	Total appropriation		\$18,261
	<u>Revenue Account</u>		
8800	LOCAL REVENUE		\$18,261
	Total revenue		\$18,261

**RECOMMENDATION**

It is recommended the Board approve the budget adjustments as presented.

Board of Trustees  
**SUMMARY OF BUDGET INCREASES AND DECREASES**  
6/1/2010 - 6/30/2010

**Fund 41: Capital Outlay Projects Fund**

<b>BC09KT080310A</b>		<b>6/30/2010</b>	<b>B006743</b>	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES			0	650
7900	CONTINGENCY OR RESERVE			0	14,652
8800	LOCAL REVENUE			0	15,302
				<hr/>	<hr/>
	<b>Reason:</b> Special Project Adjustment			0	30,604
	<b>Description:</b> Increase capital budget				

<b>bc09pn810d</b>		<b>6/30/2010</b>	<b>B006770</b>	<u>Decreases</u>	<u>Increases</u>
7900	CONTINGENCY OR RESERVE			0	2,959
8800	LOCAL REVENUE			0	2,959
				<hr/>	<hr/>
	<b>Reason:</b> Special Project Adjustment			0	5,918
	<b>Description:</b> Adj budg to actual non-res rev				

**Summary by Major Object for Fund 41**

		<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES	0	650
7900	CONTINGENCY OR RESERVE	0	17,611
8800	LOCAL REVENUE	0	18,261
		<hr/>	<hr/>
		0	36,522

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BOARD REPORT / BUDGET INCREASES AND DECREASES**

From 06 / 01 / 2010 To 06 / 30 / 2010  
Board Meeting on 09 / 27 / 2010

**FUND: 42 BOND FUND, MEASURE E**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS"

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
7900	CONTINGENCY OR RESERVE		\$69,317
	Total appropriation		\$69,317
	<u>Revenue Account</u>		
8800	LOCAL REVENUE		\$69,317
	Total revenue		\$69,317

**RECOMMENDATION**

It is recommended the Board approve the budget adjustments as presented.

Board of Trustees  
**SUMMARY OF BUDGET INCREASES AND DECREASES**  
6/1/2010 - 6/30/2010

**Fund 42: Bond Fund, Measure E**

			<u>Decreases</u>	<u>Increases</u>
bc09pn803I		6/30/2010		
		B006742		
7900	CONTINGENCY OR RESERVE		0	69,317
8800	LOCAL REVENUE		0	69,317
			<hr/>	<hr/>
			0	138,634

Reason: Special Project Adjustment  
Description: Incr budg amt of actual rev

**Summary by Major Object for Fund 42**

		<u>Decreases</u>	<u>Increases</u>
7900	CONTINGENCY OR RESERVE	0	69,317
8800	LOCAL REVENUE	0	69,317
		<hr/>	<hr/>
		0	138,634

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BOARD REPORT / BUDGET INCREASES AND DECREASES**

From 06/01/2010 To 06/30/2010  
Board Meeting on 09/27/2010

**FUND: 61 PROPERTY AND LIABILITY FUND**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
7900	CONTINGENCY OR RESERVE		\$192,423
	Total appropriation		\$192,423
	<u>Revenue Account</u>		
8800	LOCAL REVENUE		\$192,423
	Total revenue		\$192,423

**RECOMMENDATION**

It is recommended the Board approve the budget adjustments as presented.

**Fund 61: Property and Liability Fund**

<b>bc09pn728c</b>	<b>6/30/2010</b>	<b>B006706</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
7900	CONTINGENCY OR RESERVE		0	192,423
8800	LOCAL REVENUE		0	192,423
			<hr/>	<hr/>
			0	384,846

**Reason:** Adjustment  
**Description:** Incr to match actual income

**Summary by Major Object for Fund 61**

		<b><u>Decreases</u></b>	<b><u>Increases</u></b>
7900	CONTINGENCY OR RESERVE	0	192,423
8800	LOCAL REVENUE	0	192,423
		<hr/>	<hr/>
		0	384,846

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BOARD REPORT / BUDGET INCREASES AND DECREASES**

From 06/01/2010 To 06/30/2010  
Board Meeting on 09/27/2010

**FUND: 62 WORKERS' COMPENSATION FUND**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
7900	CONTINGENCY OR RESERVE		\$132
	Total appropriation		\$132
	<u>Revenue Account</u>		
8800	LOCAL REVENUE		\$132
	Total revenue		\$132

**RECOMMENDATION**

It is recommended the Board approve the budget adjustments as presented.

Board of Trustees  
**SUMMARY OF BUDGET INCREASES AND DECREASES**  
6/1/2010 - 6/30/2010

**Fund 62: Workers' Compensation Fund**

bc09pn728c	6/30/2010	B006706	<u>Decreases</u>	<u>Increases</u>
7900	CONTINGENCY OR RESERVE		0	132
8800	LOCAL REVENUE		0	132
			<hr/>	<hr/>
			0	264

Reason: Adjustment  
Description: Incr to match actual income

**Summary by Major Object for Fund 62**

		<u>Decreases</u>	<u>Increases</u>
7900	CONTINGENCY OR RESERVE	0	132
8800	LOCAL REVENUE	0	132
		<hr/>	<hr/>
		0	264

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
BOARD REPORT / BUDGET INCREASES AND DECREASES**

**From 06/01/2010 To 06/30/2010  
Board Meeting on 09/27/2010**

**FUND: 63 RETIREE BENEFITS FUND**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
3000	EMPLOYEE BENEFITS		\$1,077,766
5000	OPERATING EXPENSES & SERVICES		10,000
	Total appropriation		\$1,087,766
	<u>Revenue Account</u>		
8800	LOCAL REVENUE		\$1,087,766
	Total revenue		\$1,087,766

**RECOMMENDATION**

It is recommended the Board approve the budget adjustments as presented.

Board of Trustees  
**SUMMARY OF BUDGET INCREASES AND DECREASES**  
6/1/2010 - 6/30/2010

**Fund 63: Retiree Benefits Fund**

bc09pn728c		6/30/2010	B006706	<u>Decreases</u>	<u>Increases</u>
3000	EMPLOYEE BENEFITS			0	1,575,297
5000	OPERATING EXPENSES AND SERVICES			0	10,000
8800	LOCAL REVENUE			0	1,585,297
				<hr/>	<hr/>
<b>Reason:</b> Adjustment				0	3,170,594
<b>Description:</b> Incr to match actual income					

BC09KT091610A		6/30/2010	B006796	<u>Decreases</u>	<u>Increases</u>
3000	EMPLOYEE BENEFITS			497,531	0
8800	LOCAL REVENUE			497,531	0
				<hr/>	<hr/>
<b>Reason:</b> Adjustment				995,062	0
<b>Description:</b> Correct B006706 budg incr 2 ma					

**Summary by Major Object for Fund 63**

		<u>Decreases</u>	<u>Increases</u>
3000	EMPLOYEE BENEFITS	0	1,077,766
5000	OPERATING EXPENSES AND SERVICES	0	10,000
8800	LOCAL REVENUE	0	1,087,766
		<hr/>	<hr/>
		0	2,175,532

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
BOARD REPORT / BUDGET INCREASES AND DECREASES**

**From 06 / 01 / 2010 To 06 / 30 / 2010  
Board Meeting on 09 / 27 / 2010**

**FUND : 74 STUDENT FINANCIAL AID FUND**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
5000	OPERATING EXPENSES & SERVICES		\$8,454
7000	OTHER OUTGO		631,817
7900	CONTINGENCY OR RESERVE	\$8,448	
	Total appropriation	\$8,448	\$640,271
	<u>Revenue Account</u>		
8100	FEDERAL REVENUE		\$597,253
8600	STATE REVENUE		34,564
8800	LOCAL REVENUE		6
	Total revenue		\$631,823

**RECOMMENDATION**

It is recommended the Board approve the budget adjustments as presented.

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**Fund 74: Student Financial Aid Fund**

<b>BC09KT061010H</b>	<b>6/10/2010</b>	<b>B006483</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
7000	OTHER OUTGO		0	10
8100	FEDERAL REVENUE		0	10
			<hr/>	<hr/>
			0	20

**Reason:** Special Project Adjustment  
**Description:** Cover neg bal & adj BGTs

<b>bc09pn615c</b>	<b>6/15/2010</b>	<b>B006502</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
7000	OTHER OUTGO		0	10,000
8100	FEDERAL REVENUE		0	10,000
			<hr/>	<hr/>
			0	20,000

**Reason:** Special Project Adjustment  
**Description:** SAC Partnership Trans Success

<b>bc09pn708k</b>	<b>6/30/2010</b>	<b>B006600</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
7000	OTHER OUTGO		0	9,454
8100	FEDERAL REVENUE		0	9,454
			<hr/>	<hr/>
			0	18,908

**Reason:** New Budget  
**Description:** SCC Fin Aid loan disbursement

<b>bc09pn803e</b>	<b>6/30/2010</b>	<b>B006735</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
7000	OTHER OUTGO		0	666,789
8100	FEDERAL REVENUE		0	633,302
8600	STATE REVENUE		0	33,487
			<hr/>	<hr/>
			0	1,333,578

**Reason:** Special Project Adjustment  
**Description:** Incr budg re fin aid disburse

<b>bc09pn805e</b>	<b>6/30/2010</b>	<b>B006754</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
5000	OPERATING EXPENSES AND SERVICES		0	8,454
7900	CONTINGENCY OR RESERVE		8,448	0
8800	LOCAL REVENUE		0	6
			<hr/>	<hr/>
			8,448	8,460

**Reason:** Special Project Adjustment  
**Description:** Fund 74 neg bal corrections

<b>BC09KT081810A</b>	<b>6/30/2010</b>	<b>B006787</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
7000	OTHER OUTGO		0	1,077
8600	STATE REVENUE		0	1,077
			<hr/>	<hr/>
			0	2,154

**Reason:** Special Project Adjustment  
**Description:** Increase Cal Grants PY

Board of Trustees  
**SUMMARY OF BUDGET INCREASES AND DECREASES**  
 6/1/2010 - 6/30/2010

**Fund 74: Student Financial Aid Fund**

bc09pn902a	6/30/2010	B006793	<u>Decreases</u>	<u>Increases</u>
7000	OTHER OUTGO		55,513	0
8100	FEDERAL REVENUE		55,513	0
			111,026	0

**Reason:** Special Project Adjustment  
**Description:** Decr PELL/ACG budg per recon

**Summary by Major Object for Fund 74**

	<u>Decreases</u>	<u>Increases</u>
5000 OPERATING EXPENSES AND SERVICES	0	8,454
7000 OTHER OUTGO	0	631,817
7900 CONTINGENCY OR RESERVE	8,448	0
8100 FEDERAL REVENUE	0	597,253
8600 STATE REVENUE	0	34,564
8800 LOCAL REVENUE	0	6
	8,448	1,272,094

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
BOARD REPORT / BUDGET INCREASES AND DECREASES**

**From 06 / 01 / 2010 To 06 / 30 / 2010  
Board Meeting on 09 / 27 / 2010**

**FUND : 79 DIVERSIFIED TRUST FUND**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
5000	OPERATING EXPENSES & SERVICES	\$13,751	
6000	CAPITAL OUTLAY		\$60,529
7900	CONTINGENCY OR RESERVE	29,053	
	Total appropriation	\$42,804	\$60,529
	<u>Revenue Account</u>		
8800	LOCAL REVENUE		\$17,725
	Total revenue		\$17,725

**RECOMMENDATION**

It is recommended the Board approve the budget adjustments as presented.

Board of Trustees  
**SUMMARY OF BUDGET INCREASES AND DECREASES**  
6/1/2010 - 6/30/2010

**Fund 79: Diversified Trust Fund**

<b>BC09KT091710A</b>	<b>6/30/2010</b>	<b>B006797</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
5000	OPERATING EXPENSES AND SERVICES		13,751	0
6000	CAPITAL OUTLAY		0	60,529
7900	CONTINGENCY OR RESERVE		29,053	0
8800	LOCAL REVENUE		0	17,725
			<hr/>	<hr/>
			42,804	78,254

Reason: Adjustment  
Description: Adj budg 2 actual inc received

**Summary by Major Object for Fund 79**

		<b><u>Decreases</u></b>	<b><u>Increases</u></b>
5000	OPERATING EXPENSES AND SERVICES	13,751	0
6000	CAPITAL OUTLAY	0	60,529
7900	CONTINGENCY OR RESERVE	29,053	0
8800	LOCAL REVENUE	0	17,725
		<hr/>	<hr/>
		42,804	78,254

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BOARD REPORT / BUDGET TRANSFERS**

**From 06 / 01 / 2010 To 06 / 30 / 2010**

**Board Meeting on 09 / 27 / 2010**

**FUND: 11 GENERAL FUND-UNRESTRICTED**

**BACKGROUND**

The California Administration Code, Regulation 58307 requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
<u>Appropriation Accounts</u>			
1000	ACADEMIC SALARIES	\$327,303	
2000	CLASSIFIED / OTHER NONACADEMIC	60,758	
3000	EMPLOYEE BENEFITS	6,696	
4000	SUPPLIES AND MATERIALS	1,187	
5000	OPERATING EXPENSES AND SERVICES		\$401,255
6000	CAPITAL OUTLAY	5,311	
7000	OTHER OUTGO	135,595	
7900	CONTINGENCY OR RESERVE		135,595
	Total Transfers	\$536,850	\$536,850

**RECOMMENDATION**

It is recommended the Board approve the budget transfers as presented.

Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
6/1/2010 - 6/30/2010

**Fund 11: General Fund Unrestricted**

			<u>From</u>	<u>To</u>
bc09pn602a	6/2/2010	B006433		
4000	SUPPLIES AND MATERIALS		460	0
5000	OPERATING EXPENSES AND SERVICES		0	460
			<hr/>	<hr/>
			460	460

Reason: Adjustment  
Description: SAC Sci/Math negative balance

			<u>From</u>	<u>To</u>
bc09pn603e	6/3/2010	B006442		
4000	SUPPLIES AND MATERIALS		400	0
5000	OPERATING EXPENSES AND SERVICES		0	400
			<hr/>	<hr/>
			400	400

Reason: Adjustment  
Description: SAC M&O annual irrigation test

			<u>From</u>	<u>To</u>
BC09KT060310A	6/3/2010	B006453		
2000	CLASSIFIED/OTHER NONACADEMIC		0	120,548
3000	EMPLOYEE BENEFITS		0	29,452
5000	OPERATING EXPENSES AND SERVICES		150,000	0
			<hr/>	<hr/>
			150,000	150,000

Reason: Special Project Adjustment  
Description: Fund Women's Bus Ctr 2009-10

			<u>From</u>	<u>To</u>
BC09KT060410A	6/4/2010	B006455		
4000	SUPPLIES AND MATERIALS		0	1,000
5000	OPERATING EXPENSES AND SERVICES		1,000	0
			<hr/>	<hr/>
			1,000	1,000

Reason: Adjustment  
Description: Pay RSD, A&W Electric Motor

			<u>From</u>	<u>To</u>
bc09pn608c	6/8/2010	B006471		
4000	SUPPLIES AND MATERIALS		400	0
5000	OPERATING EXPENSES AND SERVICES		0	400
			<hr/>	<hr/>
			400	400

Reason: Adjustment  
Description: DO Env Safety radio repr/equip

			<u>From</u>	<u>To</u>
bc09pn608d	6/8/2010	B006472		
5000	OPERATING EXPENSES AND SERVICES		600	0
6000	CAPITAL OUTLAY		0	600
			<hr/>	<hr/>
			600	600

Reason: Adjustment  
Description: SCC ITS DELL purchase

**Fund 11: General Fund Unrestricted**

<b>BC09KT061010G</b>	<b>6/10/2010</b>	<b>B006482</b>		
4000	SUPPLIES AND MATERIALS		<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		3,500	0
			0	3,500
			<hr/>	<hr/>
			3,500	3,500
<b>Reason:</b>	Adjustment			
<b>Description:</b>	Fund repairs 2 electrical/irri			
<b>bc09pn615j</b>	<b>6/15/2010</b>	<b>B006510</b>		
4000	SUPPLIES AND MATERIALS.		<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		0	3,100
			3,100	0
			<hr/>	<hr/>
			3,100	3,100
<b>Reason:</b>	Adjustment			
<b>Description:</b>	SAC M&O filters/other exps			
<b>bc09pn617f</b>	<b>6/17/2010</b>	<b>B006517</b>		
5000	OPERATING EXPENSES AND SERVICES		<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY		0	1,200
			1,200	0
			<hr/>	<hr/>
			1,200	1,200
<b>Reason:</b>	Adjustment			
<b>Description:</b>	RSCCD ITS July'10 training			
<b>BC09KT061710A</b>	<b>6/17/2010</b>	<b>B006526</b>		
5000	OPERATING EXPENSES AND SERVICES		<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY		0	3,000
			3,000	0
			<hr/>	<hr/>
			3,000	3,000
<b>Reason:</b>	Adjustment			
<b>Description:</b>	Cover maintenance exp 4 Powerw			
<b>bc09pn621b</b>	<b>6/21/2010</b>	<b>B006529</b>		
1000	ACADEMIC SALARIES		<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS		505	0
			0	505
			<hr/>	<hr/>
			505	505
<b>Reason:</b>	Adjustment			
<b>Description:</b>	SAC Adm Svcs summer assignment			
<b>bc09pn621c</b>	<b>6/21/2010</b>	<b>B006530</b>		
1000	ACADEMIC SALARIES		<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS		0	1,124
5000	OPERATING EXPENSES AND SERVICES		0	349
			1,473	0
			<hr/>	<hr/>
			1,473	1,473
<b>Reason:</b>	Adjustment			
<b>Description:</b>	SAC Adm Svcs summer assignment			

Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
6/1/2010 - 6/30/2010

**Fund 11: General Fund Unrestricted**

		6/21/2010	B006531	<u>From</u>	<u>To</u>
bc09pn621d					
1000	ACADEMIC SALARIES			260,000	0
2000	CLASSIFIED/OTHER NONACADEMIC			20,000	0
3000	EMPLOYEE BENEFITS			113,000	0
5000	OPERATING EXPENSES AND SERVICES			0	393,000
				<hr/>	<hr/>
				393,000	393,000

Reason: Adjustment  
Description: Academies instruction agreemnt

		6/21/2010	B006533	<u>From</u>	<u>To</u>
bc09pn621f					
4000	SUPPLIES AND MATERIALS			0	25
5000	OPERATING EXPENSES AND SERVICES			25	0
				<hr/>	<hr/>
				25	25

Reason: Adjustment  
Description: DMC food for workshops

		6/29/2010	B006565	<u>From</u>	<u>To</u>
bc09pn629l					
4000	SUPPLIES AND MATERIALS			0	500
5000	OPERATING EXPENSES AND SERVICES			500	0
				<hr/>	<hr/>
				500	500

Reason: Adjustment  
Description: DMC weekly expenses

		6/30/2010	B006580	<u>From</u>	<u>To</u>
bc09pn630a					
2000	CLASSIFIED/OTHER NONACADEMIC			150,000	0
5000	OPERATING EXPENSES AND SERVICES			0	150,000
				<hr/>	<hr/>
				150,000	150,000

Reason: Adjustment  
Description: SAC academic instruct agreemts

		6/30/2010	B006581	<u>From</u>	<u>To</u>
bc09pn630b					
4000	SUPPLIES AND MATERIALS			75	0
5000	OPERATING EXPENSES AND SERVICES			0	75
				<hr/>	<hr/>
				75	75

Reason: Adjustment  
Description: Safety SCC radio 2nd battery

		6/30/2010	B006583	<u>From</u>	<u>To</u>
bc09pn706a					
4000	SUPPLIES AND MATERIALS			2,000	0
5000	OPERATING EXPENSES AND SERVICES			0	2,000
				<hr/>	<hr/>
				2,000	2,000

Reason: Adjustment  
Description: RSCCD ITS advertising

Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
6/1/2010 - 6/30/2010

**Fund 11: General Fund Unrestricted**

<b>bc09pn706e</b>	<b>6/30/2010</b>	<b>B006587</b>		
1000	ACADEMIC SALARIES		<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS		132	0
			0	132
			<hr/>	<hr/>
			132	132

**Reason:** Adjustment  
**Description:** Sal/Ben 11A Conv Tech neg bal

<b>bc09pn721f</b>	<b>6/30/2010</b>	<b>B006639</b>		
1000	ACADEMIC SALARIES		<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS		2,609	0
			0	2,609
			<hr/>	<hr/>
			2,609	2,609

**Reason:** Special Project Adjustment  
**Description:** SP#2250 SCC EOPS neg accts

<b>BC09KT072210A</b>	<b>6/30/2010</b>	<b>B006647</b>		
1000	ACADEMIC SALARIES		<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		1,023	0
			0	1,023
			<hr/>	<hr/>
			1,023	1,023

**Reason:** Special Project Adjustment  
**Description:** Cover for supplies

<b>bc09pn726g</b>	<b>6/30/2010</b>	<b>B006658</b>		
1000	ACADEMIC SALARIES		<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS		0	1,689
			1,689	0
			<hr/>	<hr/>
			1,689	1,689

**Reason:** Special Project Adjustment  
**Description:** OEC match-clear out neg bal

<b>bc09pn726k</b>	<b>6/30/2010</b>	<b>B006664</b>		
1000	ACADEMIC SALARIES		<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS		12,225	0
			0	12,225
			<hr/>	<hr/>
			12,225	12,225

**Reason:** Special Project Adjustment  
**Description:** SP#1900 negative balances

<b>BC09KT072610H</b>	<b>6/30/2010</b>	<b>B006678</b>		
2000	CLASSIFIED/OTHER NONACADEMIC		<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS		0	263
			263	0
			<hr/>	<hr/>
			263	263

**Reason:** Special Project Adjustment  
**Description:** Cover neg bal COEX

**Fund 11: General Fund Unrestricted**

		<u>From</u>	<u>To</u>
bc09pn727a	6/30/2010 B006685		
1000	ACADEMIC SALARIES	0	2,981
2000	CLASSIFIED/OTHER NONACADEMIC	3,639	0
3000	EMPLOYEE BENEFITS	0	658
		<hr/>	<hr/>
		3,639	3,639

**Reason:** Special Project Adjustment  
**Description:** SP#2250 SAC EOPS neg bal

		<u>From</u>	<u>To</u>
bc09pn727c	6/30/2010 B006687		
1000	ACADEMIC SALARIES	502	0
3000	EMPLOYEE BENEFITS	0	502
		<hr/>	<hr/>
		502	502

**Reason:** Special Project Adjustment  
**Description:** SP#2270 CITD neg balances

		<u>From</u>	<u>To</u>
bc09pn727g	6/30/2010 B006691		
1000	ACADEMIC SALARIES	1	0
2000	CLASSIFIED/OTHER NONACADEMIC	418	0
3000	EMPLOYEE BENEFITS	0	419
		<hr/>	<hr/>
		419	419

**Reason:** Special Project Adjustment  
**Description:** SP#1509 GEAR UP III neg bal

		<u>From</u>	<u>To</u>
bc09pn727j	6/30/2010 B006694		
2000	CLASSIFIED/OTHER NONACADEMIC	924	0
5000	OPERATING EXPENSES AND SERVICES	0	924
		<hr/>	<hr/>
		924	924

**Reason:** Special Project Adjustment  
**Description:** SP#1612 WBC yr3 neg bal

		<u>From</u>	<u>To</u>
bc09pn727p	6/30/2010 B006699		
1000	ACADEMIC SALARIES	0	1
3000	EMPLOYEE BENEFITS	5	0
5000	OPERATING EXPENSES AND SERVICES	0	4
		<hr/>	<hr/>
		5	5

**Reason:** Special Project Adjustment  
**Description:** SP#2230 SCC DSPTS neg bal

		<u>From</u>	<u>To</u>
bc09pn727q	6/30/2010 B006700		
1000	ACADEMIC SALARIES	16,040	0
2000	CLASSIFIED/OTHER NONACADEMIC	6,588	0
3000	EMPLOYEE BENEFITS	0	21,349
6000	CAPITAL OUTLAY	1,711	0
7000	OTHER OUTGO	0	2,990
		<hr/>	<hr/>
		24,339	24,339

5.2 (32)

**Reason:** Special Project Adjustment  
**Description:** SP#2230 SAC DSPTS neg bal

**Fund 11: General Fund Unrestricted**

		<u>From</u>	<u>To</u>
bc09pn728f	6/30/2010 B006709		
1000	ACADEMIC SALARIES	40,061	0
3000	EMPLOYEE BENEFITS	0	40,061
		<hr/>	<hr/>
		40,061	40,061

**Reason:** Special Project Adjustment

**Description:** SP#2490 CEC non-cr Matrc neg

		<u>From</u>	<u>To</u>
bc09pn805a	6/30/2010 B006750		
5000	OPERATING EXPENSES AND SERVICES	0	2,990
7000	OTHER OUTGO	2,990	0
		<hr/>	<hr/>
		2,990	2,990

**Reason:** Adjustment

**Description:** Fiscal Svcs B006700 correction

		<u>From</u>	<u>To</u>
bc09pn805i	6/30/2010 B006758		
7000	OTHER OUTGO	135,595	0
7900	CONTINGENCY OR RESERVE	0	135,595
		<hr/>	<hr/>
		135,595	135,595

**Reason:** Adjustment

**Description:** Delete Parking Intrafund TrX

Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
6/1/2010 - 6/30/2010

Summary by Major Object for Fund 11

	<u>From</u>	<u>To</u>
1000 ACADEMIC SALARIES	327,303	0
2000 CLASSIFIED/OTHER NONACADEMIC	60,758	0
3000 EMPLOYEE BENEFITS	6,696	0
4000 SUPPLIES AND MATERIALS	1,187	0
5000 OPERATING EXPENSES AND SERVICES	0	401,255
6000 CAPITAL OUTLAY	5,311	0
7000 OTHER OUTGO	135,595	0
7900 CONTINGENCY OR RESERVE	0	135,595
	<u>536,850</u>	<u>536,850</u>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BOARD REPORT / BUDGET TRANSFERS**

**From 06 / 01 / 2010 To 06 / 30 / 2010  
Board Meeting on 09 / 27 / 2010**

**FUND : 12 GENERAL FUND-RESTRICTED**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
<u>Appropriation Accounts</u>			
1000	ACADEMIC SALARIES		\$167,692
2000	CLASSIFIED / OTHER NONACADEMIC		121,109
3000	EMPLOYEE BENEFITS	\$13,007	
4000	SUPPLIES AND MATERIALS	73,576	
5000	OPERATING EXPENSES AND SERVICES	230,337	
6000	CAPITAL OUTLAY		57,299
7000	OTHER OUTGO	29,180	
	<b>Total Transfers</b>	<b>\$346,100</b>	<b>\$346,100</b>

**RECOMMENDATION**

It is recommended the Board approve the budget transfers as presented.

5.2 (35)

**Fund 12: General Fund Restricted**

		6/1/2010	B006430	<u>From</u>	<u>To</u>
bc09pn601b					
1000	ACADEMIC SALARIES			21	0
3000	EMPLOYEE BENEFITS			0	237
5000	OPERATING EXPENSES AND SERVICES			216	0
				<hr/>	<hr/>
				237	237

**Reason:** Special Project Adjustment  
**Description:** SAC F&P Arts deficits

		6/1/2010	B006432	<u>From</u>	<u>To</u>
bc09pn601d					
1000	ACADEMIC SALARIES			0	200
2000	CLASSIFIED/OTHER NONACADEMIC			200	0
				<hr/>	<hr/>
				200	200

**Reason:** Special Project Adjustment  
**Description:** SAC SP#1226 classified salary

		6/2/2010	B006434	<u>From</u>	<u>To</u>
bc09pn602b					
1000	ACADEMIC SALARIES			0	11,511
4000	SUPPLIES AND MATERIALS			1,145	0
5000	OPERATING EXPENSES AND SERVICES			4,648	0
6000	CAPITAL OUTLAY			5,718	0
				<hr/>	<hr/>
				11,511	11,511

**Reason:** Special Project Adjustment  
**Description:** DO Ed Svcs deficits

		6/3/2010	B006441	<u>From</u>	<u>To</u>
bc09pn603d					
4000	SUPPLIES AND MATERIALS			1,097	0
5000	OPERATING EXPENSES AND SERVICES			1,941	0
6000	CAPITAL OUTLAY			0	3,038
				<hr/>	<hr/>
				3,038	3,038

**Reason:** Special Project Adjustment  
**Description:** SAC CTEA conf/instr equip

		6/3/2010	B006443	<u>From</u>	<u>To</u>
bc09pn603f					
1000	ACADEMIC SALARIES			0	1,098
3000	EMPLOYEE BENEFITS			0	238
4000	SUPPLIES AND MATERIALS			9	0
6000	CAPITAL OUTLAY			1,327	0
				<hr/>	<hr/>
				1,336	1,336

**Reason:** Special Project Adjustment  
**Description:** SAC Bus Div neg balances

		6/3/2010	B006444	<u>From</u>	<u>To</u>
bc09pn603g					
1000	ACADEMIC SALARIES			731	0
3000	EMPLOYEE BENEFITS			0	731
				<hr/>	<hr/>
				731	731

**Reason:** Special Project Adjustment  
**Description:** SAC Bus Div neg balances

**Fund 12: General Fund Restricted**

<b>bc09pn603k</b>	<b>6/3/2010</b>	<b>B006448</b>		
1000	ACADEMIC SALARIES		<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC		0	2,000
			2,000	0
			<hr/>	<hr/>
			2,000	2,000
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC CTE PT counselor			
<b>bc09pn603m</b>	<b>6/3/2010</b>	<b>B006450</b>		
1000	ACADEMIC SALARIES		<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS		0	33
4000	SUPPLIES AND MATERIALS		0	263
6000	CAPITAL OUTLAY		196	0
			100	0
			<hr/>	<hr/>
			296	296
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC Bus Div neg balances			
<b>bc09pn603n</b>	<b>6/3/2010</b>	<b>B006451</b>		
1000	ACADEMIC SALARIES		<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS		0	234
5000	OPERATING EXPENSES AND SERVICES		133	0
6000	CAPITAL OUTLAY		0	1,700
			1,801	0
			<hr/>	<hr/>
			1,934	1,934
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC Bus Div neg balances			
<b>bc09pn603p</b>	<b>6/3/2010</b>	<b>B006452</b>		
1000	ACADEMIC SALARIES		<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS		0	411
			411	0
			<hr/>	<hr/>
			411	411
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC Bus Div neg balances			
<b>BC09KT060410C</b>	<b>6/4/2010</b>	<b>B006457</b>		
1000	ACADEMIC SALARIES		<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC		27,492	0
4000	SUPPLIES AND MATERIALS		0	27,627
			135	0
			<hr/>	<hr/>
			27,627	27,627
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Cover negative acct - obj 2320			
<b>BC09KT060710A</b>	<b>6/7/2010</b>	<b>B006458</b>		
4000	SUPPLIES AND MATERIALS		<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		0	2,500
7000	OTHER OUTGO		22,529	0
			0	20,029
			<hr/>	<hr/>
			22,529	22,529
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Fund obj 7650 and 4710			

**Fund 12: General Fund Restricted**

		6/7/2010	B006464	<u>From</u>	<u>To</u>
BC09KT060710G					
4000	SUPPLIES AND MATERIALS			0	277
5000	OPERATING EXPENSES AND SERVICES			277	0
				<hr/>	<hr/>
				277	277

**Reason:** Special Project Adjustment  
**Description:** Fund books for Basick Skills

		6/7/2010	B006466	<u>From</u>	<u>To</u>
BC09KT060710I					
4000	SUPPLIES AND MATERIALS			0	3,275
6000	CAPITAL OUTLAY			3,275	0
				<hr/>	<hr/>
				3,275	3,275

**Reason:** Special Project Adjustment  
**Description:** Fund Fine & Performing Arts

		6/7/2010	B006467	<u>From</u>	<u>To</u>
BC09KT060710J					
1000	ACADEMIC SALARIES			11,002	0
4000	SUPPLIES AND MATERIALS			0	636
5000	OPERATING EXPENSES AND SERVICES			0	4,648
6000	CAPITAL OUTLAY			0	5,718
				<hr/>	<hr/>
				11,002	11,002

**Reason:** Special Project Adjustment  
**Description:** Reverse B006434

		6/7/2010	B006468	<u>From</u>	<u>To</u>
BC09KT060710K					
1000	ACADEMIC SALARIES			6,190	0
2000	CLASSIFIED/OTHER NONACADEMIC			600	0
3000	EMPLOYEE BENEFITS			900	0
4000	SUPPLIES AND MATERIALS			0	600
5000	OPERATING EXPENSES AND SERVICES			0	7,090
				<hr/>	<hr/>
				7,690	7,690

**Reason:** Special Project Adjustment  
**Description:** Fund summer public walk facili

		6/8/2010	B006470	<u>From</u>	<u>To</u>
bc09pn608b					
4000	SUPPLIES AND MATERIALS			0	1,338
5000	OPERATING EXPENSES AND SERVICES			1,338	0
				<hr/>	<hr/>
				1,338	1,338

**Reason:** Special Project Adjustment  
**Description:** DO Ctr of Excellence exps

		6/10/2010	B006480	<u>From</u>	<u>To</u>
BC09KT061010E					
1000	ACADEMIC SALARIES			0	534
4000	SUPPLIES AND MATERIALS			534	0
				<hr/>	<hr/>
				534	534

**Reason:** Special Project Adjustment  
**Description:** Cover personnel exp through 6/

Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
6/1/2010 - 6/30/2010

**Fund 12: General Fund Restricted**

<b>BC09KT061010F</b>	<b>6/10/2010</b>	<b>B006481</b>		
2000	CLASSIFIED/OTHER NONACADEMIC		<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		0	6,000
6000	CAPITAL OUTLAY		5,000	0
			1,000	0
			<hr/>	<hr/>
			6,000	6,000
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Cover personnel exp DSPS 6/30			

<b>BC09KT061010I</b>	<b>6/10/2010</b>	<b>B006484</b>		
2000	CLASSIFIED/OTHER NONACADEMIC		<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS		204	0
5000	OPERATING EXPENSES AND SERVICES		111	0
			0	315
			<hr/>	<hr/>
			315	315
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Fund awards/incentives 4 MESA			

<b>BC09KT061010J</b>	<b>6/10/2010</b>	<b>B006485</b>		
2000	CLASSIFIED/OTHER NONACADEMIC		<u>From</u>	<u>To</u>
7000	OTHER OUTGO		0	300
			300	0
			<hr/>	<hr/>
			300	300
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Pay Partnership 4 Transfer Suc			

<b>BC09KT061010K</b>	<b>6/10/2010</b>	<b>B006486</b>		
2000	CLASSIFIED/OTHER NONACADEMIC		<u>From</u>	<u>To</u>
7000	OTHER OUTGO		0	7,000
			7,000	0
			<hr/>	<hr/>
			7,000	7,000
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Pay STEM Scholars Tutorial Pro			

<b>BC09KT061010L</b>	<b>6/10/2010</b>	<b>B006487</b>		
4000	SUPPLIES AND MATERIALS		<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY		0	2,370
			2,370	0
			<hr/>	<hr/>
			2,370	2,370
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Purchase 54 Turning Point clic			

<b>BC09KT061010M</b>	<b>6/10/2010</b>	<b>B006489</b>		
4000	SUPPLIES AND MATERIALS		<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		0	1,885
			1,885	0
			<hr/>	<hr/>
			1,885	1,885
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Cover software/web conversion			

Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
6/1/2010 - 6/30/2010

**Fund 12: General Fund Restricted**

		6/10/2010	B006494	<u>From</u>	<u>To</u>
BC09KT061010S					
4000	SUPPLIES AND MATERIALS			407	0
6000	CAPITAL OUTLAY			0	407
				<hr/>	<hr/>
				407	407

Reason: Special Project Adjustment  
Description: Corr B006423 - Tops

		6/14/2010	B006495	<u>From</u>	<u>To</u>
bc09pn614a					
1000	ACADEMIC SALARIES			0	4,441
3000	EMPLOYEE BENEFITS			62	0
4000	SUPPLIES AND MATERIALS			214	0
5000	OPERATING EXPENSES AND SERVICES			4,145	0
6000	CAPITAL OUTLAY			20	0
				<hr/>	<hr/>
				4,441	4,441

Reason: Special Project Adjustment  
Description: CTE III SAC negative balances

		6/14/2010	B006496	<u>From</u>	<u>To</u>
bc09pn614b					
2000	CLASSIFIED/OTHER NONACADEMIC			1,734	0
3000	EMPLOYEE BENEFITS			0	1,756
4000	SUPPLIES AND MATERIALS			2	0
7000	OTHER OUTGO			20	0
				<hr/>	<hr/>
				1,756	1,756

Reason: Special Project Adjustment  
Description: SP#2193 CTE II SAC neg bal

		6/14/2010	B006497	<u>From</u>	<u>To</u>
bc09pn614c					
1000	ACADEMIC SALARIES			410	0
2000	CLASSIFIED/OTHER NONACADEMIC			1,993	0
3000	EMPLOYEE BENEFITS			2,350	0
6000	CAPITAL OUTLAY			0	4,781
7000	OTHER OUTGO			28	0
				<hr/>	<hr/>
				4,781	4,781

Reason: Special Project Adjustment  
Description: SP#2193 CTE II DO neg bal

		6/14/2010	B006498	<u>From</u>	<u>To</u>
bc09pn614d					
3000	EMPLOYEE BENEFITS			2,000	0
4000	SUPPLIES AND MATERIALS			3,000	0
5000	OPERATING EXPENSES AND SERVICES			1,500	0
6000	CAPITAL OUTLAY			0	8,000
7000	OTHER OUTGO			1,500	0
				<hr/>	<hr/>
				8,000	8,000

Reason: Special Project Adjustment  
Description: SAC SCE expenses

Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
6/1/2010 - 6/30/2010

**Fund 12: General Fund Restricted**

<b>BC09KT061410A</b>	<b>6/14/2010</b>	<b>B006499</b>		
4000	SUPPLIES AND MATERIALS		<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		0	870
6000	CAPITAL OUTLAY		0	2,100
			2,970	0
			<hr/>	<hr/>
<b>Reason:</b>	Special Project Adjustment		<b>2,970</b>	<b>2,970</b>
<b>Description:</b>	Fund advertising campaign			

<b>bc09pn615d</b>	<b>6/15/2010</b>	<b>B006503</b>		
4000	SUPPLIES AND MATERIALS		<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		0	14,309
			14,309	0
			<hr/>	<hr/>
<b>Reason:</b>	Special Project Adjustment		<b>14,309</b>	<b>14,309</b>
<b>Description:</b>	SCC AHSS Title III ASC softwr			

<b>bc09pn615e</b>	<b>6/15/2010</b>	<b>B006504</b>		
1000	ACADEMIC SALARIES		<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		0	3,361
			3,361	0
			<hr/>	<hr/>
<b>Reason:</b>	Special Project Adjustment		<b>3,361</b>	<b>3,361</b>
<b>Description:</b>	SAC SCE Voc PT faculty exps			

<b>bc09pn615f</b>	<b>6/15/2010</b>	<b>B006505</b>		
1000	ACADEMIC SALARIES		<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		0	831
			831	0
			<hr/>	<hr/>
<b>Reason:</b>	Special Project Adjustment		<b>831</b>	<b>831</b>
<b>Description:</b>	SAC SCE Voc PT faculty exps			

<b>bc09pn615f</b>	<b>6/15/2010</b>	<b>B006506</b>		
2000	CLASSIFIED/OTHER NONACADEMIC		<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		0	6,579
			6,579	0
			<hr/>	<hr/>
<b>Reason:</b>	Special Project Adjustment		<b>6,579</b>	<b>6,579</b>
<b>Description:</b>	SAC SCE IT personnel exps			

<b>bc090pn615g</b>	<b>6/15/2010</b>	<b>B006507</b>		
1000	ACADEMIC SALARIES		<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC		13,398	0
			0	13,398
			<hr/>	<hr/>
<b>Reason:</b>	Special Project Adjustment		<b>13,398</b>	<b>13,398</b>
<b>Description:</b>	SAC SCE J.King expenditures			

Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
6/1/2010 - 6/30/2010

**Fund 12: General Fund Restricted**

		6/15/2010	B006508	<u>From</u>	<u>To</u>
bc09pn615h					
4000	SUPPLIES AND MATERIALS			698	0
6000	CAPITAL OUTLAY			0	698
				<hr/>	<hr/>
				698	698

Reason: Special Project Adjustment  
Description: SAC SCE Dell invoice

		6/15/2010	B006511	<u>From</u>	<u>To</u>
SPAJ					
2000	CLASSIFIED/OTHER NONACADEMIC			0	446
3000	EMPLOYEE BENEFITS			0	482
5000	OPERATING EXPENSES AND SERVICES			928	0
				<hr/>	<hr/>
				928	928

Reason:  
Description: Cover negative balances

		6/17/2010	B006513	<u>From</u>	<u>To</u>
bc09pn617b					
4000	SUPPLIES AND MATERIALS			400	0
5000	OPERATING EXPENSES AND SERVICES			0	400
				<hr/>	<hr/>
				400	400

Reason: Special Project Adjustment  
Description: SAC Stu Handbook add'l amts

		6/17/2010	B006514	<u>From</u>	<u>To</u>
bc09pn617c					
2000	CLASSIFIED/OTHER NONACADEMIC			0	3,400
4000	SUPPLIES AND MATERIALS			890	0
5000	OPERATING EXPENSES AND SERVICES			2,510	0
				<hr/>	<hr/>
				3,400	3,400

Reason: Special Project Adjustment  
Description: SAC classified orient/training

		6/17/2010	B006515	<u>From</u>	<u>To</u>
bc09pn617d					
1000	ACADEMIC SALARIES			10,821	0
2000	CLASSIFIED/OTHER NONACADEMIC			0	10,821
				<hr/>	<hr/>
				10,821	10,821

Reason: Special Project Adjustment  
Description: SAC SCE 1B-6B expenses

		6/17/2010	B006516	<u>From</u>	<u>To</u>
bc09pn617e					
2000	CLASSIFIED/OTHER NONACADEMIC			0	16,745
4000	SUPPLIES AND MATERIALS			7,311	0
5000	OPERATING EXPENSES AND SERVICES			4,661	0
6000	CAPITAL OUTLAY			4,773	0
				<hr/>	<hr/>
				16,745	16,745

Reason: Special Project Adjustment  
Description: SAC SCE Y.Vasquez exps

**Fund 12: General Fund Restricted**

<b>bc09pn617k</b>	<b>6/17/2010</b>	<b>B006522</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		1,885	0
6000	CAPITAL OUTLAY		0	1,885
			<hr/>	<hr/>
			1,885	1,885
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Fund object#6419			

<b>bc09pn617l</b>	<b>6/17/2010</b>	<b>B006523</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		13	0
3000	EMPLOYEE BENEFITS		1	0
7000	OTHER OUTGO		0	14
			<hr/>	<hr/>
			14	14
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SCC CARE student expenses			

<b>bc09pn617m</b>	<b>6/17/2010</b>	<b>B006524</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	1,005
5000	OPERATING EXPENSES AND SERVICES		1,361	0
6000	CAPITAL OUTLAY		0	356
			<hr/>	<hr/>
			1,361	1,361
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SP#1226 SAC shortages			

<b>bc09pn617n</b>	<b>6/17/2010</b>	<b>B006525</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		14,309	0
6000	CAPITAL OUTLAY		0	14,309
			<hr/>	<hr/>
			14,309	14,309
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Fund object#6419			

<b>bc09pn621g</b>	<b>6/21/2010</b>	<b>B006534</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	3,500
3000	EMPLOYEE BENEFITS		0	600
4000	SUPPLIES AND MATERIALS		339	0
6000	CAPITAL OUTLAY		3,500	0
7000	OTHER OUTGO		261	0
			<hr/>	<hr/>
			4,100	4,100
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC Sci/Math end of yr overage			

<b>bc09pn621i</b>	<b>6/21/2010</b>	<b>B006536</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	301
5000	OPERATING EXPENSES AND SERVICES		301	0
			<hr/>	<hr/>
			301	301
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Dist Safety parking permits			

**Fund 12: General Fund Restricted**

		<u>From</u>	<u>To</u>
<b>bc09pn621j</b>	<b>6/21/2010 B006537</b>		
4000	SUPPLIES AND MATERIALS	1,798	0
5000	OPERATING EXPENSES AND SERVICES	4,508	0
6000	CAPITAL OUTLAY	0	6,306
		<hr/>	<hr/>
		6,306	6,306

**Reason:** Special Project Adjustment  
**Description:** SCC instr equipment/software

		<u>From</u>	<u>To</u>
<b>bc09pn623b</b>	<b>6/23/2010 B006543</b>		
5000	OPERATING EXPENSES AND SERVICES	0	1,800
6000	CAPITAL OUTLAY	1,800	0
		<hr/>	<hr/>
		1,800	1,800

**Reason:** Adjustment  
**Description:** SAC CTEA conference exps

		<u>From</u>	<u>To</u>
<b>bc09pn623d</b>	<b>6/23/2010 B006545</b>		
4000	SUPPLIES AND MATERIALS	57	0
5000	OPERATING EXPENSES AND SERVICES	260	0
6000	CAPITAL OUTLAY	0	317
		<hr/>	<hr/>
		317	317

**Reason:** Special Project Adjustment  
**Description:** SP#1226 SAC Counseling

		<u>From</u>	<u>To</u>
<b>bc09pn623e</b>	<b>6/23/2010 B006546</b>		
4000	SUPPLIES AND MATERIALS	0	33
5000	OPERATING EXPENSES AND SERVICES	0	472
6000	CAPITAL OUTLAY	505	0
		<hr/>	<hr/>
		505	505

**Reason:** Special Project Adjustment  
**Description:** SAC Adm Svcs software purchase

		<u>From</u>	<u>To</u>
<b>bc09pn623f</b>	<b>6/23/2010 B006547</b>		
4000	SUPPLIES AND MATERIALS	900	0
5000	OPERATING EXPENSES AND SERVICES	0	900
		<hr/>	<hr/>
		900	900

**Reason:** Special Project Adjustment  
**Description:** SP#3360 SAC ENLACE contr svcs

		<u>From</u>	<u>To</u>
<b>bc09pn623g</b>	<b>6/23/2010 B006548</b>		
5000	OPERATING EXPENSES AND SERVICES	30	0
7000	OTHER OUTGO	0	30
		<hr/>	<hr/>
		30	30

**Reason:** Special Project Adjustment  
**Description:** Tuition paid for students

**Fund 12: General Fund Restricted**

<b>bc09pn624a</b>	<b>6/24/2010</b>	<b>B006549</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC		9,200	0
5000	OPERATING EXPENSES AND SERVICES		0	9,200
			<hr/>	<hr/>
			9,200	9,200

**Reason:** Special Project Adjustment  
**Description:** SAC BSI conf exp/contract svcs

<b>BC09KT062810B</b>	<b>6/28/2010</b>	<b>B006552</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		260	0
7000	OTHER OUTGO		0	260
			<hr/>	<hr/>
			260	260

**Reason:** Special Project Adjustment  
**Description:** Cover tuition paid for student

<b>BC09KT062810C</b>	<b>6/28/2010</b>	<b>B006553</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		200	0
5000	OPERATING EXPENSES AND SERVICES		0	200
			<hr/>	<hr/>
			200	200

**Reason:** Special Project Adjustment  
**Description:** Cover instructional coordinato

<b>bc09pn629d</b>	<b>6/29/2010</b>	<b>B006557</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		5,058	0
2000	CLASSIFIED/OTHER NONACADEMIC		0	5,052
5000	OPERATING EXPENSES AND SERVICES		0	6
			<hr/>	<hr/>
			5,058	5,058

**Reason:** Special Project Adjustment  
**Description:** SAC SCE FT classified

<b>bc09pn629e</b>	<b>6/29/2010</b>	<b>B006558</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	17
5000	OPERATING EXPENSES AND SERVICES		17	0
			<hr/>	<hr/>
			17	17

**Reason:** Special Project Adjustment  
**Description:** SAC SCE expenditures

<b>bc09pn629f</b>	<b>6/29/2010</b>	<b>B006559</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	10,582
2000	CLASSIFIED/OTHER NONACADEMIC		10,582	0
			<hr/>	<hr/>
			10,582	10,582

**Reason:** Special Project Adjustment  
**Description:** SAC SCE employee exps

**Board of Trustees**  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
6/1/2010 - 6/30/2010

**Fund 12: General Fund Restricted**

<b>bc09pn629g</b>	<b>6/29/2010</b>	<b>B006560</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC		0	13,031
4000	SUPPLIES AND MATERIALS		13,031	0
			<hr/> 13,031	<hr/> 13,031

**Reason:** Special Project Adjustment  
**Description:** SAC SCE employee exps

<b>bc09pn629i</b>	<b>6/29/2010</b>	<b>B006562</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		1,675	0
2000	CLASSIFIED/OTHER NONACADEMIC		4,483	0
3000	EMPLOYEE BENEFITS		152	0
4000	SUPPLIES AND MATERIALS		728	0
5000	OPERATING EXPENSES AND SERVICES		10,593	0
6000	CAPITAL OUTLAY		0	17,631
			<hr/> 17,631	<hr/> 17,631

**Reason:** Special Project Adjustment  
**Description:** SCC Career equip-lab PCs

<b>bc09pn629j</b>	<b>6/29/2010</b>	<b>B006563</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		7,185	0
2000	CLASSIFIED/OTHER NONACADEMIC		4,100	0
3000	EMPLOYEE BENEFITS		440	0
6000	CAPITAL OUTLAY		0	11,725
			<hr/> 11,725	<hr/> 11,725

**Reason:** Special Project Adjustment  
**Description:** SCC Career equip-lab PCs

<b>bc09pn629k</b>	<b>6/29/2010</b>	<b>B006564</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		2,000	0
2000	CLASSIFIED/OTHER NONACADEMIC		0	2,000
			<hr/> 2,000	<hr/> 2,000

**Reason:** Special Project Adjustment  
**Description:** SAC Stu Life reverse B006448

<b>bc09pn629m</b>	<b>6/29/2010</b>	<b>B006566</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC		86	0
3000	EMPLOYEE BENEFITS		0	86
			<hr/> 86	<hr/> 86

**Reason:** Special Project Adjustment  
**Description:** SP#1226 SAC classified benifits

**Fund 12: General Fund Restricted**

<b>bc09pn629n</b>	<b>6/29/2010</b>	<b>B006567</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	2,741
2000	CLASSIFIED/OTHER NONACADEMIC		550	0
3000	EMPLOYEE BENEFITS		0	646
4000	SUPPLIES AND MATERIALS		87	0
5000	OPERATING EXPENSES AND SERVICES		2,750	0
			<hr/>	<hr/>
			<b>3,387</b>	<b>3,387</b>

**Reason:** Special Project Adjustment  
**Description:** SP#1828 VTEA Summ externshps

<b>bc09pn629p</b>	<b>6/29/2010</b>	<b>B006568</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	370
5000	OPERATING EXPENSES AND SERVICES		370	0
			<hr/>	<hr/>
			<b>370</b>	<b>370</b>

**Reason:** Special Project Adjustment  
**Description:** SP#1227 SAC Counsel accts

<b>bc09pn629r</b>	<b>6/29/2010</b>	<b>B006570</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		1,016	0
2000	CLASSIFIED/OTHER NONACADEMIC		0	1,016
			<hr/>	<hr/>
			<b>1,016</b>	<b>1,016</b>

**Reason:** Special Project Adjustment  
**Description:** SAC SCE employee expenses

<b>bc09pn629s</b>	<b>6/29/2010</b>	<b>B006571</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	2,300
2000	CLASSIFIED/OTHER NONACADEMIC		2,300	0
			<hr/>	<hr/>
			<b>2,300</b>	<b>2,300</b>

**Reason:** Special Project Adjustment  
**Description:** SAC SCE PT faculty exps

<b>bc09pn629t</b>	<b>6/29/2010</b>	<b>B006572</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	1,451
6000	CAPITAL OUTLAY		1,451	0
			<hr/>	<hr/>
			<b>1,451</b>	<b>1,451</b>

**Reason:** Special Project Adjustment  
**Description:** SAC SCE expenditures

<b>bc09pn629v</b>	<b>6/29/2010</b>	<b>B006574</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	293
6000	CAPITAL OUTLAY		293	0
			<hr/>	<hr/>
			<b>293</b>	<b>293</b>

**Reason:** Special Project Adjustment  
**Description:** SAC Bus Div correction

**Fund 12: General Fund Restricted**

		6/29/2010	B006575	<u>From</u>	<u>To</u>
bc09pn629w					
1000	ACADEMIC SALARIES			0	19,089
2000	CLASSIFIED/OTHER NONACADEMIC			7,363	0
3000	EMPLOYEE BENEFITS			615	0
5000	OPERATING EXPENSES AND SERVICES			11,101	0
6000	CAPITAL OUTLAY			10	0
				<hr/>	<hr/>
				19,089	19,089

Reason: Special Project Adjustment  
Description: SP#1827 TECHPREP/Summ extnshps

		6/29/2010	B006576	<u>From</u>	<u>To</u>
bc09pn629x					
4000	SUPPLIES AND MATERIALS			263	0
5000	OPERATING EXPENSES AND SERVICES			0	263
				<hr/>	<hr/>
				263	263

Reason: Special Project Adjustment  
Description: SP#2061 SAC CalWORKs repro

		6/29/2010	B006577	<u>From</u>	<u>To</u>
bc09pn629y					
4000	SUPPLIES AND MATERIALS			106	0
6000	CAPITAL OUTLAY			0	106
				<hr/>	<hr/>
				106	106

Reason: Special Project Adjustment  
Description: Ed Svcs B&H Photo

		6/29/2010	B006578	<u>From</u>	<u>To</u>
bc09pn629z					
5000	OPERATING EXPENSES AND SERVICES			64	0
6000	CAPITAL OUTLAY			0	64
				<hr/>	<hr/>
				64	64

Reason: Special Project Adjustment  
Description: Ed Svcs object#6410

		6/30/2010	B006584	<u>From</u>	<u>To</u>
bc09pn706b					
4000	SUPPLIES AND MATERIALS			500	0
5000	OPERATING EXPENSES AND SERVICES			0	500
				<hr/>	<hr/>
				500	500

Reason: Special Project Adjustment  
Description: OEC CASAS conf/travel

		6/30/2010	B006586	<u>From</u>	<u>To</u>
bc09pn706d					
5000	OPERATING EXPENSES AND SERVICES			4,032	0
6000	CAPITAL OUTLAY			0	4,032
				<hr/>	<hr/>
				4,032	4,032

Reason: Special Project Adjustment  
Description: SAC SCE instr equip(smrt brd)

**Fund 12: General Fund Restricted**

<b>bc09pn707a</b>	<b>6/30/2010</b>	<b>B006589</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		11	0
6000	CAPITAL OUTLAY		0	11
			<hr/>	<hr/>
			11	11
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC Adm Svcs Yale Chase			
<b>bc09pn708a</b>	<b>6/30/2010</b>	<b>B006590</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	1,236
4000	SUPPLIES AND MATERIALS		501	0
5000	OPERATING EXPENSES AND SERVICES		735	0
			<hr/>	<hr/>
			1,236	1,236
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	CTE WIP negative balances			
<b>bc09pn708b</b>	<b>6/30/2010</b>	<b>B006591</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	6,211
2000	CLASSIFIED/OTHER NONACADEMIC		7	0
3000	EMPLOYEE BENEFITS		1	0
4000	SUPPLIES AND MATERIALS		386	0
5000	OPERATING EXPENSES AND SERVICES		795	0
6000	CAPITAL OUTLAY		5,022	0
			<hr/>	<hr/>
			6,211	6,211
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC CTE Supplemental overspent			
<b>bc09pn708h</b>	<b>6/30/2010</b>	<b>B006597</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC		414	0
3000	EMPLOYEE BENEFITS		0	789
4000	SUPPLIES AND MATERIALS		375	0
			<hr/>	<hr/>
			789	789
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SP#1226 SAC Counsel class ben			
<b>bc09pn708j</b>	<b>6/30/2010</b>	<b>B006599</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	5,459
2000	CLASSIFIED/OTHER NONACADEMIC		5,459	0
			<hr/>	<hr/>
			5,459	5,459
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC SCE summer PT counselors			
<b>bc09pn712b</b>	<b>6/30/2010</b>	<b>B006603</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	1,000
2000	CLASSIFIED/OTHER NONACADEMIC		1,000	0
			<hr/>	<hr/>
			1,000	1,000
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC Physics instruct'l course			

**Fund 12: General Fund Restricted**

		6/30/2010	B006604	<u>From</u>	<u>To</u>
bc09pn712c					
1000	ACADEMIC SALARIES			0	30,148
2000	CLASSIFIED/OTHER NONACADEMIC			22,400	0
3000	EMPLOYEE BENEFITS			5,321	0
4000	SUPPLIES AND MATERIALS			1,421	0
5000	OPERATING EXPENSES AND SERVICES			1,006	0
				<hr/>	<hr/>
				30,148	30,148

**Reason:** Special Project Adjustment  
**Description:** End#2005/neg bal#2009 BSI CEC

		6/30/2010	B006605	<u>From</u>	<u>To</u>
bc09pn712d					
4000	SUPPLIES AND MATERIALS			293	0
6000	CAPITAL OUTLAY			0	293
				<hr/>	<hr/>
				293	293

**Reason:** Special Project Adjustment  
**Description:** Rev 6/29/10- Food not allowed

		6/30/2010	B006611	<u>From</u>	<u>To</u>
BC09JP713A					
3000	EMPLOYEE BENEFITS			22	0
4000	SUPPLIES AND MATERIALS			0	22
				<hr/>	<hr/>
				22	22

**Reason:** Special Project Adjustment  
**Description:** Fund Books Account

		6/30/2010	B006616	<u>From</u>	<u>To</u>
bc09pn714e					
1000	ACADEMIC SALARIES			0	4,976
3000	EMPLOYEE BENEFITS			0	658
4000	SUPPLIES AND MATERIALS			173	0
5000	OPERATING EXPENSES AND SERVICES			5,461	0
				<hr/>	<hr/>
				5,634	5,634

**Reason:** Special Project Adjustment  
**Description:** SP#2005 SAC BSI neg bal/close

		6/30/2010	B006617	<u>From</u>	<u>To</u>
bc09pn714f					
3000	EMPLOYEE BENEFITS			0	26
4000	SUPPLIES AND MATERIALS			26	0
				<hr/>	<hr/>
				26	26

**Reason:** Special Project Adjustment  
**Description:** Neg bal/close out SAC BSI proj

		6/30/2010	B006618	<u>From</u>	<u>To</u>
bc09pn714g					
2000	CLASSIFIED/OTHER NONACADEMIC			617	0
3000	EMPLOYEE BENEFITS			0	617
				<hr/>	<hr/>
				617	617

**Reason:** Special Project Adjustment  
**Description:** Close out CEC BSI 07/08

Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
6/1/2010 - 6/30/2010

**Fund 12: General Fund Restricted**

<b>bc09pn719a</b>	<b>6/30/2010</b>	<b>B006622</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		5,000	0
5000	OPERATING EXPENSES AND SERVICES		0	5,000
			<hr/>	<hr/>
			5,000	5,000
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC DSPS CRC Interpret Svcs			

<b>bc09pn719b</b>	<b>6/30/2010</b>	<b>B006623</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		1,785	0
3000	EMPLOYEE BENEFITS		3,112	0
5000	OPERATING EXPENSES AND SERVICES		2,714	0
6000	CAPITAL OUTLAY		0	7,611
			<hr/>	<hr/>
			7,611	7,611
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Needs add'l funds in SP#1833			

<b>bc09pn719c</b>	<b>6/30/2010</b>	<b>B006624</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		1,621	0
4000	SUPPLIES AND MATERIALS		153	0
6000	CAPITAL OUTLAY		0	1,774
			<hr/>	<hr/>
			1,774	1,774
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Needs add'l funds in SP#1833			

<b>bc09pn720c</b>	<b>6/30/2010</b>	<b>B006628</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC		3,841	0
3000	EMPLOYEE BENEFITS		4,035	0
5000	OPERATING EXPENSES AND SERVICES		0	7,876
			<hr/>	<hr/>
			7,876	7,876
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SP#2270 CITD ICEED			

<b>bc09pn720d</b>	<b>6/30/2010</b>	<b>B006629</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		672	0
3000	EMPLOYEE BENEFITS		0	6,206
4000	SUPPLIES AND MATERIALS		4,674	0
5000	OPERATING EXPENSES AND SERVICES		860	0
			<hr/>	<hr/>
			6,206	6,206
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Close out CEC BSI 07/08			

<b>bc09pn720f</b>	<b>6/30/2010</b>	<b>B006631</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		1,074	0
5000	OPERATING EXPENSES AND SERVICES		0	1,074
			<hr/>	<hr/>
			1,074	1,074
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	OEC CASAS summer travel			

**Fund 12: General Fund Restricted**

<b>BC09KT072010A</b>		<b>6/30/2010</b>	<b>B006632</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES			0	3,640
3000	EMPLOYEE BENEFITS			0	563
5000	OPERATING EXPENSES AND SERVICES			4,203	0
				<hr/>	<hr/>
				<b>4,203</b>	<b>4,203</b>

**Reason:** Special Project Adjustment  
**Description:** Cover neg bal BSI 09-10 SCC

<b>BC09KT072010B</b>		<b>6/30/2010</b>	<b>B006633</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES			0	4,551
3000	EMPLOYEE BENEFITS			0	2,602
5000	OPERATING EXPENSES AND SERVICES			2,602	0
6000	CAPITAL OUTLAY			4,551	0
				<hr/>	<hr/>
				<b>7,153</b>	<b>7,153</b>

**Reason:** Special Project Adjustment  
**Description:** Corr budg distr SCC BSI 07-09

<b>bc09pn721a</b>		<b>6/30/2010</b>	<b>B006634</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS			0	5,100
5000	OPERATING EXPENSES AND SERVICES			5,100	0
				<hr/>	<hr/>
				<b>5,100</b>	<b>5,100</b>

**Reason:** Special Project Adjustment  
**Description:** SP#1512 SAC GEAR UP adj

<b>bc09pn721b</b>		<b>6/30/2010</b>	<b>B006635</b>	<b>From</b>	<b>To</b>
3000	EMPLOYEE BENEFITS			0	1,042
4000	SUPPLIES AND MATERIALS			0	81
5000	OPERATING EXPENSES AND SERVICES			1,123	0
				<hr/>	<hr/>
				<b>1,123</b>	<b>1,123</b>

**Reason:** Special Project Adjustment  
**Description:** CEC BSI close out 07/08

<b>bc09pn721e</b>		<b>6/30/2010</b>	<b>B006638</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES			142	0
3000	EMPLOYEE BENEFITS			0	142
				<hr/>	<hr/>
				<b>142</b>	<b>142</b>

**Reason:** Special Project Adjustment  
**Description:** SP#2250 SCC EOPS neg accts

<b>bc09pn721g</b>		<b>6/30/2010</b>	<b>B006640</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES			0	58
2000	CLASSIFIED/OTHER NONACADEMIC			2,789	0
3000	EMPLOYEE BENEFITS			0	5,024
4000	SUPPLIES AND MATERIALS			516	0
5000	OPERATING EXPENSES AND SERVICES			1,105	0
6000	CAPITAL OUTLAY			672	0
				<hr/>	<hr/>
				<b>5,082</b>	<b>5,082</b>

5.2 (52)  
**Reason:** Special Project Adjustment  
**Description:** SP#2230 SCC DSPTS neg accts

**Fund 12: General Fund Restricted**

		6/30/2010	B006642	<u>From</u>	<u>To</u>
BC09KT072110B					
2000	CLASSIFIED/OTHER NONACADEMIC			2,000	0
4000	SUPPLIES AND MATERIALS			0	2,500
5000	OPERATING EXPENSES AND SERVICES			500	0
				<hr/>	<hr/>
				2,500	2,500
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	Adjust fund to meet needs				

		6/30/2010	B006646	<u>From</u>	<u>To</u>
bc09pn722a					
1000	ACADEMIC SALARIES			0	1,699
2000	CLASSIFIED/OTHER NONACADEMIC			0	956
3000	EMPLOYEE BENEFITS			1,779	0
4000	SUPPLIES AND MATERIALS			343	0
5000	OPERATING EXPENSES AND SERVICES			318	0
6000	CAPITAL OUTLAY			215	0
				<hr/>	<hr/>
				2,655	2,655
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SCC VTEA/CTE cover negatives				

		6/30/2010	B006648	<u>From</u>	<u>To</u>
BC09KT072210B					
1000	ACADEMIC SALARIES			6,958	0
2000	CLASSIFIED/OTHER NONACADEMIC			2,239	0
3000	EMPLOYEE BENEFITS			19,906	0
4000	SUPPLIES AND MATERIALS			5,853	0
5000	OPERATING EXPENSES AND SERVICES			2,322	0
6000	CAPITAL OUTLAY			0	37,278
				<hr/>	<hr/>
				37,278	37,278
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	Cover negative balances VTEA				

		6/30/2010	B006650	<u>From</u>	<u>To</u>
BC09KT072210D					
1000	ACADEMIC SALARIES			0	1,650
3000	EMPLOYEE BENEFITS			1,650	0
				<hr/>	<hr/>
				1,650	1,650
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	Alloc inc from SAC to SCC				

		6/30/2010	B006651	<u>From</u>	<u>To</u>
BC09DP722A					
1000	ACADEMIC SALARIES			0	1,679
5000	OPERATING EXPENSES AND SERVICES			1,679	0
				<hr/>	<hr/>
				1,679	1,679
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	Fund trans of exp				

**Fund 12: General Fund Restricted**

		6/30/2010	B006653	<u>From</u>	<u>To</u>
bc09pn726b					
4000	SUPPLIES AND MATERIALS			46	0
6000	CAPITAL OUTLAY			0	46
				<hr/>	<hr/>
				46	46
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	Correct B006519				

		6/30/2010	B006654	<u>From</u>	<u>To</u>
bc09pn726c					
1000	ACADEMIC SALARIES			4,658	0
2000	CLASSIFIED/OTHER NONACADEMIC			0	8,270
3000	EMPLOYEE BENEFITS			1,003	0
4000	SUPPLIES AND MATERIALS			770	0
5000	OPERATING EXPENSES AND SERVICES			1,839	0
				<hr/>	<hr/>
				8,270	8,270
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SAC SCE negative balances				

		6/30/2010	B006655	<u>From</u>	<u>To</u>
bc09pn726d					
1000	ACADEMIC SALARIES			0	121
2000	CLASSIFIED/OTHER NONACADEMIC			121	0
3000	EMPLOYEE BENEFITS			0	61
4000	SUPPLIES AND MATERIALS			61	0
				<hr/>	<hr/>
				182	182
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SAC SCE negative balances				

		6/30/2010	B006656	<u>From</u>	<u>To</u>
bc09pn726e					
1000	ACADEMIC SALARIES			310	0
3000	EMPLOYEE BENEFITS			0	310
				<hr/>	<hr/>
				310	310
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SAC SCE negative balances				

		6/30/2010	B006657	<u>From</u>	<u>To</u>
bc09pn726f					
1000	ACADEMIC SALARIES			4,007	0
2000	CLASSIFIED/OTHER NONACADEMIC			0	2,941
3000	EMPLOYEE BENEFITS			0	1,995
5000	OPERATING EXPENSES AND SERVICES			929	0
				<hr/>	<hr/>
				4,936	4,936
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	OEC clear out neg balances				

		6/30/2010	B006660	<u>From</u>	<u>To</u>
BC09KT072610B					
2000	CLASSIFIED/OTHER NONACADEMIC			50	0
3000	EMPLOYEE BENEFITS			0	20
4000	SUPPLIES AND MATERIALS			0	30
				<hr/>	<hr/>
				50	50
5.2 (54)					
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	Alloc inc from SCC 2 SAC				

**Fund 12: General Fund Restricted**

			<u>From</u>	<u>To</u>
<b>bc09pn726h</b>	<b>6/30/2010</b>	<b>B006661</b>		
1000	ACADEMIC SALARIES		13,618	0
2000	CLASSIFIED/OTHER NONACADEMIC		0	13,443
3000	EMPLOYEE BENEFITS		0	175
			<hr/>	<hr/>
			13,618	13,618
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SP#1010 negative balances			

			<u>From</u>	<u>To</u>
<b>bc09pn726i</b>	<b>6/30/2010</b>	<b>B006662</b>		
1000	ACADEMIC SALARIES		58	0
2000	CLASSIFIED/OTHER NONACADEMIC		0	99
3000	EMPLOYEE BENEFITS		64	0
4000	SUPPLIES AND MATERIALS		0	23
			<hr/>	<hr/>
			122	122
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SP#2531 negative balances			

			<u>From</u>	<u>To</u>
<b>bc09pn726j</b>	<b>6/30/2010</b>	<b>B006663</b>		
2000	CLASSIFIED/OTHER NONACADEMIC		0	1
3000	EMPLOYEE BENEFITS		0	14
4000	SUPPLIES AND MATERIALS		15	0
			<hr/>	<hr/>
			15	15
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SP#2470 negative balances			

			<u>From</u>	<u>To</u>
<b>bc09pn726k</b>	<b>6/30/2010</b>	<b>B006664</b>		
1000	ACADEMIC SALARIES		0	67,809
2000	CLASSIFIED/OTHER NONACADEMIC		17,765	0
3000	EMPLOYEE BENEFITS		461	0
4000	SUPPLIES AND MATERIALS		8,760	0
5000	OPERATING EXPENSES AND SERVICES		40,823	0
			<hr/>	<hr/>
			67,809	67,809
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SP#1900 negative balances			

			<u>From</u>	<u>To</u>
<b>BC09KT072610C</b>	<b>6/30/2010</b>	<b>B006665</b>		
1000	ACADEMIC SALARIES		0	238
2000	CLASSIFIED/OTHER NONACADEMIC		747	0
3000	EMPLOYEE BENEFITS		0	509
			<hr/>	<hr/>
			747	747
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Cover neg accounts SSS Yr 3			

			<u>From</u>	<u>To</u>
<b>BC09KT072610D</b>	<b>6/30/2010</b>	<b>B006667</b>		
1000	ACADEMIC SALARIES		1	0
3000	EMPLOYEE BENEFITS		0	1
			<hr/>	<hr/>
			1	1
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Cover neg bal SSS Yr4			5.2 (55)

**Fund 12: General Fund Restricted**

		6/30/2010	B006669	<u>From</u>	<u>To</u>
BC09KT072610E					
1000	ACADEMIC SALARIES			6	0
3000	EMPLOYEE BENEFITS			0	5
5000	OPERATING EXPENSES AND SERVICES			0	1
				<hr/>	<hr/>
				6	6

**Reason:** Special Project Adjustment  
**Description:** Cover neg bal Talent Search y5

		6/30/2010	B006670	<u>From</u>	<u>To</u>
bc09pn726n					
1000	ACADEMIC SALARIES			0	31,532
2000	CLASSIFIED/OTHER NONACADEMIC			16,083	0
3000	EMPLOYEE BENEFITS			12,586	0
4000	SUPPLIES AND MATERIALS			21	0
5000	OPERATING EXPENSES AND SERVICES			2,842	0
				<hr/>	<hr/>
				31,532	31,532

**Reason:** Special Project Adjustment  
**Description:** DO Res Dev yr end neg accts

		6/30/2010	B006671	<u>From</u>	<u>To</u>
bc09pn726p					
1000	ACADEMIC SALARIES			222	0
3000	EMPLOYEE BENEFITS			0	155
7000	OTHER OUTGO			0	67
				<hr/>	<hr/>
				222	222

**Reason:** Special Project Adjustment  
**Description:** SAC CARE yr end neg bal accts

		6/30/2010	B006673	<u>From</u>	<u>To</u>
bc09pn726r					
2000	CLASSIFIED/OTHER NONACADEMIC			390	0
3000	EMPLOYEE BENEFITS			0	390
				<hr/>	<hr/>
				390	390

**Reason:** Special Project Adjustment  
**Description:** SP#2290 CITD Ext neg bal

		6/30/2010	B006674	<u>From</u>	<u>To</u>
BC09KT072610F					
1000	ACADEMIC SALARIES			2,634	0
3000	EMPLOYEE BENEFITS			0	2,634
				<hr/>	<hr/>
				2,634	2,634

**Reason:** Special Project Adjustment  
**Description:** Cover neg bal Talent Search y1

		6/30/2010	B006675	<u>From</u>	<u>To</u>
bc09pn726s					
1000	ACADEMIC SALARIES			478	0
3000	EMPLOYEE BENEFITS			0	478
				<hr/>	<hr/>
				478	478

**Reason:** Special Project Adjustment  
**Description:** SP#1605 clean up neg bal

**Fund 12: General Fund Restricted**

		6/30/2010	B006676	<u>From</u>	<u>To</u>
BC09KT072610G					
1000	ACADEMIC SALARIES			0	796
2000	CLASSIFIED/OTHER NONACADEMIC			1,983	0
3000	EMPLOYEE BENEFITS			0	1,187
				<hr/>	<hr/>
				1,983	1,983

**Reason:** Special Project Adjustment  
**Description:** Cover neg bal Upward Bound y3

		6/30/2010	B006678	<u>From</u>	<u>To</u>
BC09KT072610H					
2000	CLASSIFIED/OTHER NONACADEMIC			0	1,466
3000	EMPLOYEE BENEFITS			0	99
4000	SUPPLIES AND MATERIALS			1,420	0
5000	OPERATING EXPENSES AND SERVICES			145	0
				<hr/>	<hr/>
				1,565	1,565

**Reason:** Special Project Adjustment  
**Description:** Cover neg bal COEX

		6/30/2010	B006679	<u>From</u>	<u>To</u>
bc09pn726u					
2000	CLASSIFIED/OTHER NONACADEMIC			117	0
3000	EMPLOYEE BENEFITS			70	0
4000	SUPPLIES AND MATERIALS			0	258
5000	OPERATING EXPENSES AND SERVICES			71	0
				<hr/>	<hr/>
				258	258

**Reason:** Special Project Adjustment  
**Description:** SCC OEC final trans obj#4610

		6/30/2010	B006680	<u>From</u>	<u>To</u>
BC09JP0726A					
1000	ACADEMIC SALARIES			0	4,934
3000	EMPLOYEE BENEFITS			0	649
4000	SUPPLIES AND MATERIALS			7,129	0
5000	OPERATING EXPENSES AND SERVICES			0	1,546
				<hr/>	<hr/>
				7,129	7,129

**Reason:** Special Project Adjustment  
**Description:** Fund book account

		6/30/2010	B006682	<u>From</u>	<u>To</u>
BC09JP0726B					
1000	ACADEMIC SALARIES			4,934	0
3000	EMPLOYEE BENEFITS			649	0
4000	SUPPLIES AND MATERIALS			0	7,129
5000	OPERATING EXPENSES AND SERVICES			1,546	0
				<hr/>	<hr/>
				7,129	7,129

**Reason:** Special Project Adjustment  
**Description:** Corr B006680

**Fund 12: General Fund Restricted**

<b>BC09JP0726C</b>		<b>6/30/2010</b>	<b>B006683</b>	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			4,934	0
3000	EMPLOYEE BENEFITS			649	0
4000	SUPPLIES AND MATERIALS			0	7,129
5000	OPERATING EXPENSES AND SERVICES			1,546	0
				<hr/>	<hr/>
				<b>7,129</b>	<b>7,129</b>

**Reason:** Special Project Adjustment  
**Description:** Fund book account

<b>bc09pn727a</b>		<b>6/30/2010</b>	<b>B006685</b>	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			868	0
2000	CLASSIFIED/OTHER NONACADEMIC			282	0
3000	EMPLOYEE BENEFITS			0	1,688
4000	SUPPLIES AND MATERIALS			11	0
5000	OPERATING EXPENSES AND SERVICES			462	0
7000	OTHER OUTGO			65	0
				<hr/>	<hr/>
				<b>1,688</b>	<b>1,688</b>

**Reason:** Special Project Adjustment  
**Description:** SP#2250 SAC EOPS neg bal

<b>bc09pn727c</b>		<b>6/30/2010</b>	<b>B006687</b>	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC			0	8,548
3000	EMPLOYEE BENEFITS			0	1,277
4000	SUPPLIES AND MATERIALS			100	0
5000	OPERATING EXPENSES AND SERVICES			9,725	0
				<hr/>	<hr/>
				<b>9,825</b>	<b>9,825</b>

**Reason:** Special Project Adjustment  
**Description:** SP#2270 CITD neg balances

<b>bc09pn727d</b>		<b>6/30/2010</b>	<b>B006688</b>	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			0	142
3000	EMPLOYEE BENEFITS			142	0
				<hr/>	<hr/>
				<b>142</b>	<b>142</b>

**Reason:** Special Project Adjustment  
**Description:** SP#3736 SAC SCE neg bal

<b>bc09pn727f</b>		<b>6/30/2010</b>	<b>B006690</b>	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			0	2,999
3000	EMPLOYEE BENEFITS			839	0
4000	SUPPLIES AND MATERIALS			307	0
5000	OPERATING EXPENSES AND SERVICES			1,271	0
6000	CAPITAL OUTLAY			163	0
7000	OTHER OUTGO			419	0
				<hr/>	<hr/>
				<b>2,999</b>	<b>2,999</b>

**Reason:** Special Project Adjustment  
**Description:** SP#1603 NSF TEST:UP neg bal

**Fund 12: General Fund Restricted**

		6/30/2010	B006691	<u>From</u>	<u>To</u>
bc09pn727g					
1000	ACADEMIC SALARIES			1	0
3000	EMPLOYEE BENEFITS			0	23
5000	OPERATING EXPENSES AND SERVICES			22	0
				<hr/>	<hr/>
				23	23
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SP#1509 GEAR UP III neg bal				

		6/30/2010	B006692	<u>From</u>	<u>To</u>
bc09pn727h					
1000	ACADEMIC SALARIES			0	6,976
2000	CLASSIFIED/OTHER NONACADEMIC			103	0
3000	EMPLOYEE BENEFITS			0	859
4000	SUPPLIES AND MATERIALS			119	0
5000	OPERATING EXPENSES AND SERVICES			7,507	0
6000	CAPITAL OUTLAY			106	0
				<hr/>	<hr/>
				7,835	7,835
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SP#2192 CTE Comm neg bal				

		6/30/2010	B006695	<u>From</u>	<u>To</u>
bc09pn727k					
1000	ACADEMIC SALARIES			529	0
2000	CLASSIFIED/OTHER NONACADEMIC			0	2,592
3000	EMPLOYEE BENEFITS			0	761
4000	SUPPLIES AND MATERIALS			250	0
5000	OPERATING EXPENSES AND SERVICES			1,877	0
6000	CAPITAL OUTLAY			697	0
				<hr/>	<hr/>
				3,353	3,353
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SP#2198 CTE Comm neg bal				

		6/30/2010	B006696	<u>From</u>	<u>To</u>
bc09pn727i					
1000	ACADEMIC SALARIES			0	142
3000	EMPLOYEE BENEFITS			142	0
				<hr/>	<hr/>
				142	142
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SP#3736 Taller SanJose neg bal				

		6/30/2010	B006697	<u>From</u>	<u>To</u>
bc09pn727m					
1000	ACADEMIC SALARIES			0	179
2000	CLASSIFIED/OTHER NONACADEMIC			1	0
3000	EMPLOYEE BENEFITS			137	0
4000	SUPPLIES AND MATERIALS			40	0
5000	OPERATING EXPENSES AND SERVICES			1	0
				<hr/>	<hr/>
				179	179
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SP#2280 Econ Dev SBDC neg bal				

**Fund 12: General Fund Restricted**

		<u>From</u>	<u>To</u>
bc09pn727n	6/30/2010 B006698		
2000	CLASSIFIED/OTHER NONACADEMIC	0	364
3000	EMPLOYEE BENEFITS	308	0
4000	SUPPLIES AND MATERIALS	5	0
5000	OPERATING EXPENSES AND SERVICES	51	0
		<hr/>	<hr/>
		364	364

**Reason:** Special Project Adjustment

**Description:** SP#2282 Econ Dev SBDC neg bal

		<u>From</u>	<u>To</u>
bc09pn727q	6/30/2010 B006700		
1000	ACADEMIC SALARIES	1,104	0
2000	CLASSIFIED/OTHER NONACADEMIC	0	9,913
3000	EMPLOYEE BENEFITS	2,061	0
4000	SUPPLIES AND MATERIALS	1,089	0
5000	OPERATING EXPENSES AND SERVICES	2,669	0
7000	OTHER OUTGO	2,990	0
		<hr/>	<hr/>
		9,913	9,913

**Reason:** Special Project Adjustment

**Description:** SP#2230 SAC DSPS neg bal

		<u>From</u>	<u>To</u>
bc09pn727r	6/30/2010 B006701		
4000	SUPPLIES AND MATERIALS	10	0
6000	CAPITAL OUTLAY	0	10
		<hr/>	<hr/>
		10	10

**Reason:** Special Project Adjustment

**Description:** SP#2594 TTIP SAC

		<u>From</u>	<u>To</u>
BC09KT072710A	6/30/2010 B006703		
1000	ACADEMIC SALARIES	0	11
3000	EMPLOYEE BENEFITS	1	0
4000	SUPPLIES AND MATERIALS	9	0
7000	OTHER OUTGO	1	0
		<hr/>	<hr/>
		11	11

**Reason:** Special Project Adjustment

**Description:** Cover neg bal sp 2600 YESS

		<u>From</u>	<u>To</u>
bc09pn728a	6/30/2010 B006704		
1000	ACADEMIC SALARIES	880	0
3000	EMPLOYEE BENEFITS	88	0
5000	OPERATING EXPENSES AND SERVICES	0	958
6000	CAPITAL OUTLAY	0	10
		<hr/>	<hr/>
		968	968

**Reason:** Special Project Adjustment

**Description:** SP#1827 VTEA Tech neg bal

5.2 (60)

Fund 12: General Fund Restricted

		<u>From</u>	<u>To</u>
<b>bc09pn728d</b>	<b>6/30/2010 B006707</b>		
5000	OPERATING EXPENSES AND SERVICES	0	737
6000	CAPITAL OUTLAY	737	0
		<hr/>	<hr/>
		737	737

**Reason:** Special Project Adjustment

**Description:** SCC Adm Svcs fund transfer

		<u>From</u>	<u>To</u>
<b>bc09pn729b</b>	<b>6/30/2010 B006710</b>		
1000	ACADEMIC SALARIES	19	0
3000	EMPLOYEE BENEFITS	0	19
		<hr/>	<hr/>
		19	19

**Reason:** Special Project Adjustment

**Description:** SP#2277 YEP CITD neg bal

		<u>From</u>	<u>To</u>
<b>bc09pn729c</b>	<b>6/30/2010 B006711</b>		
2000	CLASSIFIED/OTHER NONACADEMIC	316	0
3000	EMPLOYEE BENEFITS	0	316
		<hr/>	<hr/>
		316	316

**Reason:** Special Project Adjustment

**Description:** SP#1102 CEC ESL final clean up

		<u>From</u>	<u>To</u>
<b>bc09pn729a</b>	<b>6/30/2010 B006712</b>		
1000	ACADEMIC SALARIES	0	2
3000	EMPLOYEE BENEFITS	2	0
		<hr/>	<hr/>
		2	2

**Reason:** Special Project Adjustment

**Description:** SP#2278 YEP SBDC yr1 neg bal

		<u>From</u>	<u>To</u>
<b>bc09pn729d</b>	<b>6/30/2010 B006713</b>		
1000	ACADEMIC SALARIES	919	0
2000	CLASSIFIED/OTHER NONACADEMIC	0	5,295
3000	EMPLOYEE BENEFITS	1,271	0
4000	SUPPLIES AND MATERIALS	405	0
5000	OPERATING EXPENSES AND SERVICES	711	0
6000	CAPITAL OUTLAY	1,989	0
		<hr/>	<hr/>
		5,295	5,295

**Reason:** Special Project Adjustment

**Description:** SP#1101 SAC SCE neg bal

**Fund 12: General Fund Restricted**

		6/30/2010	B006714	<u>From</u>	<u>To</u>
bc09pn729e					
1000	ACADEMIC SALARIES			0	3,187
2000	CLASSIFIED/OTHER NONACADEMIC			0	3,456
3000	EMPLOYEE BENEFITS			718	0
4000	SUPPLIES AND MATERIALS			2,108	0
5000	OPERATING EXPENSES AND SERVICES			762	0
6000	CAPITAL OUTLAY			3,055	0
				<hr/>	<hr/>
				6,643	6,643

**Reason:** Special Project Adjustment  
**Description:** SP#1109 CEC Jail/ESL neg bal

		6/30/2010	B006715	<u>From</u>	<u>To</u>
bc09pn729f					
1000	ACADEMIC SALARIES			0	37,865
2000	CLASSIFIED/OTHER NONACADEMIC			3,592	0
3000	EMPLOYEE BENEFITS			0	11,796
4000	SUPPLIES AND MATERIALS			7,378	0
5000	OPERATING EXPENSES AND SERVICES			37,993	0
6000	CAPITAL OUTLAY			698	0
				<hr/>	<hr/>
				49,661	49,661

**Reason:** Special Project Adjustment  
**Description:** SP#1106 SAC SCE neg bal

		6/30/2010	B006716	<u>From</u>	<u>To</u>
bc09pn729g					
1000	ACADEMIC SALARIES			0	32,671
2000	CLASSIFIED/OTHER NONACADEMIC			14,117	0
3000	EMPLOYEE BENEFITS			9,551	0
4000	SUPPLIES AND MATERIALS			618	0
5000	OPERATING EXPENSES AND SERVICES			8,385	0
				<hr/>	<hr/>
				32,671	32,671

**Reason:** Special Project Adjustment  
**Description:** SP#1102 SAC SCE ESL neg bal

		6/30/2010	B006717	<u>From</u>	<u>To</u>
bc09pn729h					
1000	ACADEMIC SALARIES			543	0
2000	CLASSIFIED/OTHER NONACADEMIC			0	56
3000	EMPLOYEE BENEFITS			0	2,511
4000	SUPPLIES AND MATERIALS			82	0
5000	OPERATING EXPENSES AND SERVICES			1,174	0
6000	CAPITAL OUTLAY			768	0
				<hr/>	<hr/>
				2,567	2,567

**Reason:** Special Project Adjustment  
**Description:** SP#1663 SCC Title III neg bal

Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
6/1/2010 - 6/30/2010

**Fund 12: General Fund Restricted**

		6/30/2010	B006718	<u>From</u>	<u>To</u>
bc09pn729i					
1000	ACADEMIC SALARIES			417	0
2000	CLASSIFIED/OTHER NONACADEMIC			3,029	0
3000	EMPLOYEE BENEFITS			0	3,446
				<hr/>	<hr/>
				3,446	3,446
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SP#1664 SCC Title III neg bal				

		6/30/2010	B006722	<u>From</u>	<u>To</u>
bc09pn802a					
1000	ACADEMIC SALARIES			1,552	0
2000	CLASSIFIED/OTHER NONACADEMIC			0	2,899
3000	EMPLOYEE BENEFITS			1,462	0
4000	SUPPLIES AND MATERIALS			0	115
				<hr/>	<hr/>
				3,014	3,014
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SP#1101 OEC ASE final reconcil				

		6/30/2010	B006723	<u>From</u>	<u>To</u>
bc09pn802b					
1000	ACADEMIC SALARIES			0	2,149
2000	CLASSIFIED/OTHER NONACADEMIC			0	23,470
3000	EMPLOYEE BENEFITS			11,532	0
4000	SUPPLIES AND MATERIALS			10,775	0
5000	OPERATING EXPENSES AND SERVICES			3,312	0
				<hr/>	<hr/>
				25,619	25,619
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SP#1102 OEC ESL final reconcil				

		6/30/2010	B006724	<u>From</u>	<u>To</u>
bc09pn802c					
2000	CLASSIFIED/OTHER NONACADEMIC			0	1,272
3000	EMPLOYEE BENEFITS			668	0
5000	OPERATING EXPENSES AND SERVICES			604	0
				<hr/>	<hr/>
				1,272	1,272
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SP#2275 WpLRC neg bal				

		6/30/2010	B006725	<u>From</u>	<u>To</u>
bc09pn802d					
1000	ACADEMIC SALARIES			0	5,044
3000	EMPLOYEE BENEFITS			5,044	0
				<hr/>	<hr/>
				5,044	5,044
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SP#1509 GEAR UP III neg bal				

Fund 12: General Fund Restricted

		<u>From</u>	<u>To</u>
bc09pn802g	6/30/2010 B006728		
1000	ACADEMIC SALARIES	1,848	0
2000	CLASSIFIED/OTHER NONACADEMIC	0	1,878
3000	EMPLOYEE BENEFITS	0	5
5000	OPERATING EXPENSES AND SERVICES	35	0
		<hr/>	<hr/>
		1,883	1,883

Reason: Special Project Adjustment

Description: SP#1108 OEC Jail GED final rec

		<u>From</u>	<u>To</u>
bc09pn802h	6/30/2010 B006729		
1000	ACADEMIC SALARIES	0	3,577
2000	CLASSIFIED/OTHER NONACADEMIC	4,517	0
3000	EMPLOYEE BENEFITS	0	2,025
4000	SUPPLIES AND MATERIALS	44	0
5000	OPERATING EXPENSES AND SERVICES	1,041	0
		<hr/>	<hr/>
		5,602	5,602

Reason: Special Project Adjustment

Description: SP#1106 OEC Eng Lit Civics end

		<u>From</u>	<u>To</u>
bc09pn802i	6/30/2010 B006730		
2000	CLASSIFIED/OTHER NONACADEMIC	0	12,855
3000	EMPLOYEE BENEFITS	6,680	0
4000	SUPPLIES AND MATERIALS	3,095	0
5000	OPERATING EXPENSES AND SERVICES	3,080	0
		<hr/>	<hr/>
		12,855	12,855

Reason: Special Project Adjustment

Description: SP#3610 adj all sites parking

		<u>From</u>	<u>To</u>
bc09pn803j	6/30/2010 B006740		
2000	CLASSIFIED/OTHER NONACADEMIC	0	2,121
3000	EMPLOYEE BENEFITS	2,122	0
5000	OPERATING EXPENSES AND SERVICES	0	1
		<hr/>	<hr/>
		2,122	2,122

Reason: Special Project Adjustment

Description: SP#2490 Non-cr Matric neg bal

		<u>From</u>	<u>To</u>
bc09pn803k	6/30/2010 B006741		
1000	ACADEMIC SALARIES	142	0
3000	EMPLOYEE BENEFITS	0	142
		<hr/>	<hr/>
		142	142

Reason: Special Project Adjustment

Description: Reverse B006696 SP#3736 adj

Fund 12: General Fund Restricted

<b>bc09pn805d</b>	<b>6/30/2010 B006753</b>	<b>From</b>	<b>To</b>
3000	EMPLOYEE BENEFITS	0	330
4000	SUPPLIES AND MATERIALS	330	0
		<hr/>	<hr/>
		330	330

**Reason:** Special Project Adjustment

**Description:** SP#1401 FWS SAC neg bal

<b>bc09pn805f</b>	<b>6/30/2010 B006755</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC	1,506	0
3000	EMPLOYEE BENEFITS	0	1,506
		<hr/>	<hr/>
		1,506	1,506

**Reason:** Special Project Adjustment

**Description:** SCC FWS/Pell Adm/BFAP PY neg

<b>bc09pn805j</b>	<b>6/30/2010 B006759</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES	0	16
3000	EMPLOYEE BENEFITS	16	0
		<hr/>	<hr/>
		16	16

**Reason:** Special Project Adjustment

**Description:** SP#2192 CTE Comm Coll neg bal

<b>bc09pn809a</b>	<b>6/30/2010 B006762</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC	2,990	0
7000	OTHER OUTGO	0	2,990
		<hr/>	<hr/>
		2,990	2,990

**Reason:** Special Project Adjustment

**Description:** Correct #B006700

<b>bc09pn809c</b>	<b>6/30/2010 B006764</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC	148	0
3000	EMPLOYEE BENEFITS	0	150
5000	OPERATING EXPENSES AND SERVICES	2	0
		<hr/>	<hr/>
		150	150

**Reason:** Special Project Adjustment

**Description:** SP#2271 Ctr 4 Excell neg bal

**Fund 12: General Fund Restricted**

		6/30/2010	B006765	<u>From</u>	<u>To</u>
bc09pn809d					
2000	CLASSIFIED/OTHER NONACADEMIC			0	4,235
3000	EMPLOYEE BENEFITS			0	4,600
4000	SUPPLIES AND MATERIALS			679	0
5000	OPERATING EXPENSES AND SERVICES			4,319	0
6000	CAPITAL OUTLAY			3,837	0
				<hr/>	<hr/>
				8,835	8,835

**Reason:** Special Project Adjustment  
**Description:** SP#3200 ACT Ctr neg bal

		6/30/2010	B006767	<u>From</u>	<u>To</u>
bc09pn810a					
1000	ACADEMIC SALARIES			14,868	0
2000	CLASSIFIED/OTHER NONACADEMIC			0	11,796
3000	EMPLOYEE BENEFITS			0	3,358
5000	OPERATING EXPENSES AND SERVICES			177	0
6000	CAPITAL OUTLAY			109	0
				<hr/>	<hr/>
				15,154	15,154

**Reason:** Special Project Adjustment  
**Description:** SP#2274 Enroll Grw Nurs'g neg

		6/30/2010	B006768	<u>From</u>	<u>To</u>
bc09pn810b					
1000	ACADEMIC SALARIES			0	18,150
2000	CLASSIFIED/OTHER NONACADEMIC			0	34,714
3000	EMPLOYEE BENEFITS			0	10,826
4000	SUPPLIES AND MATERIALS			6,229	0
5000	OPERATING EXPENSES AND SERVICES			1,869	0
6000	CAPITAL OUTLAY			15,606	0
7000	OTHER OUTGO			39,986	0
				<hr/>	<hr/>
				63,690	63,690

**Reason:** Special Project Adjustment  
**Description:** SP#2284 Enroll Grw Nurs'g neg

		6/30/2010	B006772	<u>From</u>	<u>To</u>
bc09pn816a					
2000	CLASSIFIED/OTHER NONACADEMIC			1,121	0
3000	EMPLOYEE BENEFITS			1,106	0
4000	SUPPLIES AND MATERIALS			0	114
5000	OPERATING EXPENSES AND SERVICES			0	2,113
				<hr/>	<hr/>
				2,227	2,227

**Reason:** Special Project Adjustment  
**Description:** SP#2061 CalWORKS DO neg

		6/30/2010	B006774	<u>From</u>	<u>To</u>
bc09pn816c					
2000	CLASSIFIED/OTHER NONACADEMIC			3,168	0
3000	EMPLOYEE BENEFITS			0	3,168
				<hr/>	<hr/>
				3,168	3,168

**Reason:** Special Project Adjustment  
**Description:** SP#2061 CalWORKS SAC neg bal

**Board of Trustees**  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
6/1/2010 - 6/30/2010

**Fund 12: General Fund Restricted**

<b>bc09pn816f</b>	<b>6/30/2010</b>	<b>B006777</b>	<b><u>From</u></b>	<b><u>To</u></b>
1000	ACADEMIC SALARIES		1,280	0
2000	CLASSIFIED/OTHER NONACADEMIC		0	3,311
3000	EMPLOYEE BENEFITS		0	945
5000	OPERATING EXPENSES AND SERVICES		2,976	0
			<hr/>	<hr/>
			4,256	4,256
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SP#2011 BSI SAC neg bal			

<b>bc09pn817a</b>	<b>6/30/2010</b>	<b>B006778</b>	<b><u>From</u></b>	<b><u>To</u></b>
1000	ACADEMIC SALARIES		129	0
2000	CLASSIFIED/OTHER NONACADEMIC		0	126
3000	EMPLOYEE BENEFITS		0	3
			<hr/>	<hr/>
			129	129
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SP#2008 BSI SCC neg bal			

<b>bc09pn817b</b>	<b>6/30/2010</b>	<b>B006779</b>	<b><u>From</u></b>	<b><u>To</u></b>
5000	OPERATING EXPENSES AND SERVICES		31	0
6000	CAPITAL OUTLAY		0	31
			<hr/>	<hr/>
			31	31
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SP#2010 BSI SCC neg bal			

<b>bc09pn817c</b>	<b>6/30/2010</b>	<b>B006780</b>	<b><u>From</u></b>	<b><u>To</u></b>
2000	CLASSIFIED/OTHER NONACADEMIC		121	0
3000	EMPLOYEE BENEFITS		0	58
4000	SUPPLIES AND MATERIALS		0	63
			<hr/>	<hr/>
			121	121
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SP#1680 TANF Welfare neg bal			

<b>bc09pn817d</b>	<b>6/30/2010</b>	<b>B006781</b>	<b><u>From</u></b>	<b><u>To</u></b>
1000	ACADEMIC SALARIES		1,104	0
3000	EMPLOYEE BENEFITS		0	3,571
5000	OPERATING EXPENSES AND SERVICES		2,467	0
			<hr/>	<hr/>
			3,571	3,571
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SP#2005 BSI SCC neg bal			

<b>bc09pn817e</b>	<b>6/30/2010</b>	<b>B006782</b>	<b><u>From</u></b>	<b><u>To</u></b>
1000	ACADEMIC SALARIES		9,494	0
2000	CLASSIFIED/OTHER NONACADEMIC		0	5,804
3000	EMPLOYEE BENEFITS		0	1,960
5000	OPERATING EXPENSES AND SERVICES		0	1,730
			<hr/>	<hr/>
			9,494	9,494
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SP#TANF Welfare neg bal			

**Fund 12: General Fund Restricted**

		<u>From</u>	<u>To</u>
bc09pn817f	6/30/2010 B006783		
2000	CLASSIFIED/OTHER NONACADEMIC	0	1,999
3000	EMPLOYEE BENEFITS	0	421
5000	OPERATING EXPENSES AND SERVICES	2,420	0
		<hr/>	<hr/>
		2,420	2,420

Reason: Special Project Adjustment  
Description: SP#2550 Stu Fin Aid neg bal

		<u>From</u>	<u>To</u>
bc09pn817h	6/30/2010 B006785		
2000	CLASSIFIED/OTHER NONACADEMIC	0	2,242
3000	EMPLOYEE BENEFITS	0	2,212
4000	SUPPLIES AND MATERIALS	228	0
5000	OPERATING EXPENSES AND SERVICES	4,226	0
		<hr/>	<hr/>
		4,454	4,454

Reason: Special Project Adjustment  
Description: Corr#B006772 SP#2061 CalWORKS

**Summary by Major Object for Fund 12**

		<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES	0	167,692
2000	CLASSIFIED/OTHER NONACADEMIC	0	121,109
3000	EMPLOYEE BENEFITS	13,007	0
4000	SUPPLIES AND MATERIALS	73,576	0
5000	OPERATING EXPENSES AND SERVICES	230,337	0
6000	CAPITAL OUTLAY	0	57,299
7000	OTHER OUTGO	29,180	0
		<hr/>	<hr/>
		346,100	346,100

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BOARD REPORT / BUDGET TRANSFERS**

**From 06/01/2010 To 06/30/2010**

**Board Meeting on 09/27/2010**

**FUND : 33 CHILD DEVELOPMENT FUND**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
<u>Appropriation Accounts</u>			
1000	ACADEMIC SALARIES		\$14,743
2000	CLASSIFIED / OTHER NONACADEMIC		1,045
3000	EMPLOYEE BENEFITS	\$5,190	
4000	SUPPLIES AND MATERIALS		5,348
5000	OPERATING EXPENSES AND SERVICES	21,631	
6000	CAPITAL OUTLAY		5,206
7000	OTHER OUTGO		479
Total Transfers		\$26,821	\$26,821

**RECOMMENDATION**

It is recommended the Board approve the budget transfers as presented.

**Fund 33: Child Development Fund**

		6/3/2010	B006445	<u>From</u>	<u>To</u>
bc09pn603h					
4000	SUPPLIES AND MATERIALS			2,756	0
5000	OPERATING EXPENSES AND SERVICES			0	2,756
				<hr/>	<hr/>
				2,756	2,756

Reason: Special Project Adjustment  
Description: EHS CDS contracted svcs exp

		6/10/2010	B006479	<u>From</u>	<u>To</u>
BC09KT061010D					
1000	ACADEMIC SALARIES			0	261
5000	OPERATING EXPENSES AND SERVICES			261	0
				<hr/>	<hr/>
				261	261

Reason: Special Project Adjustment  
Description: Cover neg bal - Network 4 a He

		6/10/2010	B006491	<u>From</u>	<u>To</u>
BC09KT061010P					
4000	SUPPLIES AND MATERIALS			914	0
5000	OPERATING EXPENSES AND SERVICES			0	914
				<hr/>	<hr/>
				914	914

Reason: Special Project Adjustment  
Description: Fund licensing location SAC CD

		6/10/2010	B006492	<u>From</u>	<u>To</u>
BC09KT061010Q					
4000	SUPPLIES AND MATERIALS			0	500
5000	OPERATING EXPENSES AND SERVICES			500	0
				<hr/>	<hr/>
				500	500

Reason: Adjustment  
Description: Adj food PO for year end

		6/23/2010	B006544	<u>From</u>	<u>To</u>
bc09pn623c					
4000	SUPPLIES AND MATERIALS			0	10,000
5000	OPERATING EXPENSES AND SERVICES			10,000	0
				<hr/>	<hr/>
				10,000	10,000

Reason: Special Project Adjustment  
Description: CDS classroom instr supplies

		6/30/2010	B006592	<u>From</u>	<u>To</u>
bc09pn708c					
1000	ACADEMIC SALARIES			0	1,925
3000	EMPLOYEE BENEFITS			0	255
5000	OPERATING EXPENSES AND SERVICES			2,180	0
				<hr/>	<hr/>
				2,180	2,180

Reason: Special Project Adjustment  
Description: CDS negative balances

**Fund 33: Child Development Fund**

<b>bc09pn708d</b>	<b>6/30/2010</b>	<b>B006593</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	5,210
3000	EMPLOYEE BENEFITS		5,210	0
			<hr/>	<hr/>
			<b>5,210</b>	<b>5,210</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	CDS negative balances			
<b>bc09pn708f</b>	<b>6/30/2010</b>	<b>B006595</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		14	0
5000	OPERATING EXPENSES AND SERVICES		0	14
			<hr/>	<hr/>
			<b>14</b>	<b>14</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	CDS cook's mileage			
<b>bc09pn708g</b>	<b>6/30/2010</b>	<b>B006596</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		7,850	0
6000	CAPITAL OUTLAY		0	7,850
			<hr/>	<hr/>
			<b>7,850</b>	<b>7,850</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	CDS EHS PC/copiers			
<b>bc09pn712a</b>	<b>6/30/2010</b>	<b>B006602</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC		3	0
3000	EMPLOYEE BENEFITS		0	3
			<hr/>	<hr/>
			<b>3</b>	<b>3</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	CDS negative balances			
<b>bc09pn714c</b>	<b>6/30/2010</b>	<b>B006614</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	6,868
2000	CLASSIFIED/OTHER NONACADEMIC		0	1,644
3000	EMPLOYEE BENEFITS		443	0
4000	SUPPLIES AND MATERIALS		923	0
5000	OPERATING EXPENSES AND SERVICES		5,120	0
6000	CAPITAL OUTLAY		2,026	0
			<hr/>	<hr/>
			<b>8,512</b>	<b>8,512</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	CDS negative balances			
<b>bc09pn803h</b>	<b>6/30/2010</b>	<b>B006738</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	479
3000	EMPLOYEE BENEFITS		0	66
4000	SUPPLIES AND MATERIALS		545	0
			<hr/>	<hr/>
			<b>545</b>	<b>545</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SP#1269 CDC EHS neg bal			

**Fund 33: Child Development Fund**

	6/30/2010	B006739	<u>From</u>	<u>To</u>
bc09pn803i				
3000	EMPLOYEE BENEFITS		0	618
6000	CAPITAL OUTLAY		618	0
			<u>618</u>	<u>618</u>

Reason: Special Project Adjustment  
Description: SP#1268 CDC EHS neg bal

	6/30/2010	B006763	<u>From</u>	<u>To</u>
bc09pn809b				
2000	CLASSIFIED/OTHER NONACADEMIC		596	0
5000	OPERATING EXPENSES AND SERVICES		0	596
			<u>596</u>	<u>596</u>

Reason: Special Project Adjustment  
Description: SP#1270 RSCCD CD EHS neg bal

	6/30/2010	B006776	<u>From</u>	<u>To</u>
bc09pn816e				
3000	EMPLOYEE BENEFITS		479	0
7000	OTHER OUTGO		0	479
			<u>479</u>	<u>479</u>

Reason: Special Project Adjustment  
Description: SP#2060 CalWORKS Childcare neg

**Summary by Major Object for Fund 33**

	<u>From</u>	<u>To</u>
1000 ACADEMIC SALARIES	0	14,743
2000 CLASSIFIED/OTHER NONACADEMIC	0	1,045
3000 EMPLOYEE BENEFITS	5,190	0
4000 SUPPLIES AND MATERIALS	0	5,348
5000 OPERATING EXPENSES AND SERVICES	21,631	0
6000 CAPITAL OUTLAY	0	5,206
7000 OTHER OUTGO	0	479
	<u>26,821</u>	<u>26,821</u>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BOARD REPORT / BUDGET TRANSFERS**

**From 06 / 01 / 2010 To 06 / 30 / 2010**

**Board Meeting on 09 / 27 / 2010**

**FUND : 42 BOND FUND, MEASURE E**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
<u>Appropriation Accounts</u>			
6000	CAPITAL OUTLAY		\$567,000
7900	CONTINGENCY OR RESERVE	\$567,000	
	Total Transfers	\$567,000	\$567,000

**RECOMMENDATION**

It is recommended the Board approve the budget transfers as presented.

**Fund 42: Bond Fund, Measure E**

		<u>From</u>	<u>To</u>
<b>BC09KT061010B</b>	<b>6/10/2010</b>	<b>B006477</b>	
6000	CAPITAL OUTLAY	0	5,000
7900	CONTINGENCY OR RESERVE	5,000	0
		<b>5,000</b>	<b>5,000</b>

**Reason:** Special Project Adjustment  
**Description:** Pay notice calling 4 bids 1161

		<u>From</u>	<u>To</u>
<b>BC09KT061010C</b>	<b>6/10/2010</b>	<b>B006478</b>	
6000	CAPITAL OUTLAY	0	250,000
7900	CONTINGENCY OR RESERVE	250,000	0
		<b>250,000</b>	<b>250,000</b>

**Reason:** Special Project Adjustment  
**Description:** Fund architectural svcs ADA up

		<u>From</u>	<u>To</u>
<b>bc09pn615b</b>	<b>6/15/2010</b>	<b>B006501</b>	
6000	CAPITAL OUTLAY	0	300,000
7900	CONTINGENCY OR RESERVE	300,000	0
		<b>300,000</b>	<b>300,000</b>

**Reason:** Special Project Adjustment  
**Description:** SAC Baseball ADA upgrades

		<u>From</u>	<u>To</u>
<b>BC09KT061710B</b>	<b>6/17/2010</b>	<b>B006527</b>	
6000	CAPITAL OUTLAY	0	12,000
7900	CONTINGENCY OR RESERVE	12,000	0
		<b>12,000</b>	<b>12,000</b>

**Reason:** Special Project Adjustment  
**Description:** Cover moving furniture/equip

**Summary by Major Object for Fund 42**

		<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY	0	567,000
7900	CONTINGENCY OR RESERVE	567,000	0
		<b>567,000</b>	<b>567,000</b>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BOARD REPORT / BUDGET TRANSFERS**

**From 06 / 01 / 2010 To 06 / 30 / 2010**

**Board Meeting on 09 / 27 / 2010**

**FUND : 76 COMMUNITY EDUCATION FUND**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
	<u>Appropriation Accounts</u>		
5000	OPERATING EXPENSES & SERVICES		\$5,642
7900	CONTINGENCY OR RESERVE	\$5,642	
	Total Transfers	\$5,642	\$5,642

**RECOMMENDATION**

It is recommended the Board approve the budget transfers as presented.

**Fund 76: Community Education Fund**

			<u>From</u>	<u>To</u>
bc09pn804c	6/30/2010	B006746		
5000	OPERATING EXPENSES AND SERVICES		0	5,642
7900	CONTINGENCY OR RESERVE		5,642	0
			<hr/>	<hr/>
			5,642	5,642

Reason: Adjustment  
Description: Adj 09/10 budg to actual exps

**Summary by Major Object for Fund 76**

		<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES	0	5,642
7900	CONTINGENCY OR RESERVE	5,642	0
		<hr/>	<hr/>
		5,642	5,642

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS AND FISCAL SERVICES**

To:	Board of Trustees	Date:	September 27, 2010
Re:	Approval of Public Hearing for the 2010-2011 Proposed Adopted Budget		
Action:	Request for Approval		

**BACKGROUND**

The California Code of Regulations, Title 5, Sections 58301 and 58305 requires the governing board of each community college district to hold a public hearing and adopt a final budget on or before the fifteenth of September of each year. The state Chancellor's Office, through the authority of CCR Title 5, Section 58306, has extended the September 15<sup>th</sup> date to October 15<sup>th</sup>.

**ANALYSIS**

The adoption of the 2010-2011 Rancho Santiago Community College District budget is scheduled for the October 11, 2010 Board meeting. In accordance with the CCR Title 5, Section 58301, the governing board of each district shall hold a public hearing on the proposed adopted budget prior to the adoption of the proposed budget. This will provide members of the public with advanced notice of the public hearing at the October 11<sup>th</sup> Board meeting.

The proposed 2010-2011 Adopted Budget will be available for public display and review October 6<sup>th</sup> through October 8<sup>th</sup> at the District Office, 2323 N. Broadway, on the 4<sup>th</sup> floor reception area between the hours of 8:00 a.m. and 5:00 p.m. The public hearing is scheduled on October 11, 2010 at 4:30 p.m. in the RSCCD Boardroom (107), 2323 N. Broadway, Santa Ana CA. 92706.

**RECOMMENDATION**

It is recommended that the Board of Trustees hold a public hearing on the 2010-2011 proposed Adopted Budget at the October 11, 2010 Board of Trustee meeting.

Fiscal Impact:	None	Board Date:	September 27, 2010
Prepared by:	Noemi M. Kanouse, Assistant Vice Chancellor, Fiscal Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Dr. Raúl Rodríguez, Chancellor		

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS AND FISCAL SERVICES**

To:	Board of Trustees	Date: September 27, 2010
Re:	Approval of the Conflict of Interest Code	
Action:	Request for Approval	

**BACKGROUND**

As per Title 2 California Code of Regulations, as promulgated by the California Fair Political Practices Commission, the district has a conflict of interest code that is approved by the Orange County Board of Supervisors. There is a requirement for a biennial review of the code and its appendix, and any changes that will be recommended to the Board of Supervisors must be approved by the Board of Trustees.

**ANALYSIS**

The biennial review process allows the district to memorialize changes to the designated persons list for disclosure purposes. Attached is the recommended list of designated persons. Once approved by the Board of Trustees, the recommended list will be submitted to the Board of Supervisors for approval. The Statement of Economic Interest forms will be distributed to and collected from the designated filers prior to the annual April 1<sup>st</sup> due date.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the Appendix A-1 of the Conflict of Interest Code as presented.

Fiscal Impact:	None	Board Date: September 27, 2010
Prepared by:	Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

APPENDIX "A-1"

DESIGNATED PERSONS FOR DISCLOSURE PURPOSES

1. The persons occupying the following positions are Designated Employees and must disclose the financial interests defined in categories 1-4 of Appendix "A-2".

- a. Members of the Board of Trustees
- b. Chancellor
- c. Executive Vice Chancellor, Human Resources and Education Services
- d. Vice Chancellor, Business Operations and Fiscal Services
- e. Assistant Vice Chancellor
- f. President
- g. Vice President
- h. Director, District Construction and Support Services

2. The persons occupying the following positions are Designated Employees and must disclose the financial interests defined in categories 2 and 3 of Appendix "A-2".

- a. Bookstore Coordinator
- b. Bookstore Manager
- c. Buyer
- d. Construction Supervisor
- e. Director, Academic Support
- f. Director, Accounting
- g. Director, Auxiliary Services
- h. Director, College Advancement
- i. Director, Computer Programming
- j. Director, Digital Media Center
- k. Director, District Safety and Security
- l. Director, Purchasing Services
- m. Director, Small Business Development Center
- n. Director, Women's Business Center
- o. Executive Director, Public Affairs & Governmental Relations
- p. Inventory, Delivery and Storage Supervisor
- q. Risk Manager

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

To:	Board of Trustees	Date: September 27, 2010
Re:	Approval of Asbestos Testing/Monitoring – Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

With the opening of the new Child Development Center (CDC), the District is preparing to commence with the demolition of the older CDC site at Santa Ana College. A major portion of this project includes asbestos abatement.

During the asbestos abatement, a fully licensed consultant must be utilized to provide services related to abatement management, monitoring, and clearance testing.

**ANALYSIS:**

The District obtained a quote for professional asbestos monitoring and testing from Executive Environmental Services Corp. As noted in the attached proposal dated August 31, 2010, Executive Environmental shall provide certified asbestos abatement management, monitoring, and clearance testing for a fee estimated at \$26,728. This fee does not cover reimbursable expenses such as special reports, delivery service, etc. Reimbursables are estimated at \$2,675, or roughly 10% of the estimated contract cost. The estimated total for this proposal is \$29,403.

Executive Environmental is recommended by ASCIP, our insurance JPA, and has extensive public and private project experience in the areas of asbestos abatement and hazardous materials handling.

**RECOMMENDATION:**

It is recommended that the Board of Trustees enter into an agreement with Executive Environmental Services Corp. for monitoring of asbestos abatement as presented.

Fiscal Impact:	\$26,728.00 + \$2,675.00 estimated	Board Date: September 27, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	



# Executive Environmental SERVICES CORPORATION

QUALITY SERVICE WITH INTEGRITY

Los Angeles ♦ Oakland

August 31, 2010

Via e-mail (page 1 of 6)

Mr. Darryl Odum  
Rancho Santiago Community College District  
2323 North Broadway  
Santa Ana, California 92706

Re: EESC Proposal # 10-Z0307-P171 for selection of annual contractor and project oversight for the asbestos and lead abatement activities at the Childcare Center

Dear Mr. Odum:

Enclosed is our proposal to provide services in the selection processes for the Rancho Santiago Community College District Annual Abatement Contractor and to provide environmental services during the hazardous material abatement activities at the Childcare Center at Santa Ana College. Executive Environmental Services Corporation (EESC) will provide certified professionals to complete these services.

The fee stated in our contract is an estimated cost. To keep the cost low, we charge for actual time and expenses incurred to complete the project. We make every effort to complete the project at or below the estimated amount and will notify you in advance if significant additional expenses will occur. If the project is completed in less time than anticipated, the amount charged will be less.

To indicate your acceptance of this agreement, please sign and fax the attached proposal to my attention at (626) 441-0016. Upon receipt of the signed contract, we will begin to provide the environmental services.

If you have any questions, please contact me at (626) 441-7050.

Sincerely,

Rob Hill  
Vice President

Enclosures



# Executive Environmental SERVICES CORPORATION

QUALITY SERVICE WITH INTEGRITY

Los Angeles ♦ Oakland

## CONSULTING SERVICES AGREEMENT

This Consulting Services Agreement (EESC Proposal 10-Z0307-P171) is made and entered into by and between **RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**, having its principal office at **2323 North Broadway, Room 112, Santa Ana, California 92706-1640** (the "CLIENT"), and **EXECUTIVE ENVIRONMENTAL SERVICES CORPORATION**, a California Corporation, whose principal place of business is located at **310 East Foothill Boulevard, Suite 200, Arcadia, California 91006** (the "COMPANY").

1. SCOPE OF SERVICES AND DELIVERABLES. The CLIENT hereby engages the COMPANY and the COMPANY hereby consents to being engaged by the CLIENT to:

### Annual Contractor Selection

<u>SCOPE OF SERVICE</u>	<u>TO BE DELIVERED</u>
(a) Visit Rancho Santiago Community College District (hereinafter, the District) and participate in the development of criteria for selection a hazardous material contractor.	(a) To be scheduled.
(b) Participate in a pre-bid conference for the selection process for an annual abatement contractor for the District.	(b) To be scheduled.
(c) Assist the District in the bid review processes and determine the lowest qualified bidder to be selected using the assigned matrix.	(c) To be scheduled.
(d) Assist in completing due diligence for the selected contractor to ensure the integrity of the bid selection process.	(d) To be scheduled.

### Environmental Services for Abatement Activities at Childcare Center

(e) Participate in a pre-abatement conference with the District and the annual contractor to discuss the abatement work necessary at the Childcare Center.	(e) To be scheduled.
--	----------------------

- |  |                      |
|--|----------------------|
| (f) Provide project oversight management during the asbestos abatement processes in the Childcare Center to ensure contractor compliance with governing directives.  | (f) To be scheduled. |
| (g) Complete background air sampling prior to start of asbestos abatement activities.  | (g) To be scheduled. |
| (h) Conduct daily air sampling to ensure contractor compliance with Title 8CCR 1529 and SCAQMD Rule 1403.  | (h) To be scheduled. |
| (i) Air samples are to be collected according to 40 CFR 763 and Title 8CCR 1529 and analyzed via Phase Contrast Microscopy (PCM).  | (i) To be scheduled. |
| (j) Deliver the air samples to a National Voluntary Laboratory Accreditation Program (NVLAP) and American Industrial Hygiene Association (AIHA) accredited laboratory for analysis via PCM Methodology according to NIOSH 7400 guidelines. | (j) To be scheduled. |
| (k) Complete final asbestos air clearance monitoring following the asbestos abatement processes.   | (k) To be scheduled. |
| (l) Provide project oversight management during the lead abatement processes in the Childcare Center to ensure contractor compliance with Title 8 CCR 1532.1 and 29CFR 1926.62.  | (l) To be scheduled. |
| (m) Conduct clearance wipe sampling following lead abatement processes.  | (m) To be scheduled. |
| (n) Deliver the wipe samples to a National Lead Laboratory Accreditation Program (NLLAP) to be analyzed via Atomic Absorption Spectrometry (AAS).  | (n) To be scheduled. |
| (o) Assist the contractor in completion of waste characterization sampling to adequately profile the lead waste produced as a result of the lead abatement processes.  | (o) To be scheduled. |

**Identification and Handling of Other Waste**

- |   |                      |
|---|----------------------|
| (p) Ensure that the contractor properly disposes of any PCB materials identified at the site. | (p) To be scheduled. |
| (q) Ensure that the contractor properly fluorescent light tubes identified at the site.       | (q) To be scheduled. |

**Project Completion and Final Report Preparation**

- |  |  |
|--|--|
| (r) Provide the personnel and tools necessary to complete all elements of this proposal. | (r) To be scheduled.   |
| (s) Provide a final report of the abatement activities at the site.                      | (s) To be provided 10 days following receipt of all laboratory data. |

2. **CLIENT SUPPORT.** CLIENT agrees, in support of services rendered, the following:
- (a) Provide access to the CLIENT's premises, equipment, and personnel as needed to complete the services.
  - (b) Provide access and equipment to safely access heights.
  - (c) Provide electrical power to operate field equipment.

3. **FEES AND EXPENSES.** CLIENT shall compensate the COMPANY for Services provided hereunder at the then current hourly rate(s) for the disciplines performing the work and shall additionally reimburse the COMPANY for necessary expenses incurred by it in providing the Services, including, without limitation, travel, communication, computer utilization, laboratory fees and photo reproduction expenses in accordance with the COMPANY's standard policies or billing schedules. The cost of the agreed-to services is estimated at **twenty-six thousand seven hundred twenty-eight dollars (\$26,728.00)**

The CLIENT shall pay the COMPANY within fifteen (15) days of receipt by the CLIENT of the COMPANY'S invoice. The CLIENT shall pay the COMPANY a service fee of 1.5% on all invoices not paid within thirty (30) days of the date of the invoice.

This Consulting Services Agreement includes the Services Schedule set forth above and the attached Terms and Conditions. The parties have caused their respective duly authorized representatives to execute this Consulting Services Agreement as of August 31, 2010 (the "Effective Date").

**EXECUTIVE ENVIRONMENTAL SERVICES  
CORPORATION  
(The COMPANY)**

**RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT  
(The CLIENT)**

BY \_\_\_\_\_

BY \_\_\_\_\_

NAME Rob Hill

NAME Peter J. Hardash

TITLE Vice President

TITLE Vice Chancellor, Business  
Operations/Fiscal Services

DATE \_\_\_\_\_

DATE \_\_\_\_\_

ADDRESS 310 East Foothill Boulevard

Purchase Order No.: \_\_\_\_\_  
*(if applicable)*

Suite 200

ADDRESS 2323 North Broadway

Arcadia, California 91006

Santa Ana, California 92706

PHONE 626.441.7050

PHONE 714.480.7513

FAX 626.441.0016

E-mail odum\_darryl@rscdd.edu

## TERMS AND CONDITIONS

### 1. TERM AND TERMINATION

(a) Term. This Agreement shall be effective commencing on the Effective Date and shall continue in effect until the earlier of (i) the completion of the Services or (ii) termination pursuant to subsection (b) below.

(b) Termination. This Agreement may be terminated by either party with or without cause upon sixty (60) days prior written notice to the other party. All outstanding invoices are to be paid within ten (10) days of the termination date.

2. TAXES. The compensation provisions hereof do not include any applicable sales, service, use ad valorem or personal property taxes arising out of the performance of the Services hereunder, all of which taxes are the sole liability of CLIENT.

3. DISCLAIMER. All reports and recommendations are based on conditions and practices observed and information made available to the COMPANY by the CLIENT and the designated sites/facilities. Reports do not purport to set forth all hazards nor to indicate that other hazards do not exist. No responsibility is assumed by the COMPANY for the control or correction of conditions or practices existing at the facilities, or at any other premises surveyed by the COMPANY for and on behalf of the CLIENT. The COMPANY'S services shall be governed by the standard of practice for professional services measured as at the time those services are rendered.

4. INDEMNIFICATION. Except for breach of this Agreement or negligence of the COMPANY the COMPANY shall have no liability to the CLIENT with respect to any loss or other damage suffered or incurred in connection with the services provided to the CLIENT under the provisions of this Agreement, and the CLIENT shall indemnify and hold the COMPANY, its agents and employees, harmless from and against all damages, judgments, costs or other expenses (including reasonable legal fees) incurred as a result of any claim or charge made against the COMPANY, or the CLIENT in connection with the services rendered to the CLIENT by the COMPANY, except such damages, judgments, costs or expenses caused by or resulting from the COMPANY'S breach of this Agreement or its negligence.

5. LIMITATION OF LIABILITY. In no event shall COMPANY be liable in any way to CLIENT or others for any indirect, special or consequential damages of any nature, whether foreseeable or not, regardless of whether COMPANY had been advised of the possibility of such damages. In no event will COMPANY'S liability in connection with the services whether caused by non-performance, defects, errors, breach of warranty or otherwise, exceed the total compensation paid to COMPANY by CLIENT, exclusive of reimbursed costs hereunder. These limitations apply to all causes of action in the aggregate, whether based in contract, tort or otherwise, but do not apply to claims arising out of damage to tangible personal property or personal injury caused by COMPANY'S employees while on CLIENT'S premises.

6. CONFIDENTIAL INFORMATION. The CLIENT and the COMPANY each acknowledges that during the term of this Agreement each will acquire confidential information relating to the business and operations of the other including, without limitation, each party's methods of doing business, and each party's products, processes, and customer lists (collectively, the "Confidential Information"). Each party hereby acknowledges that ALL OF THE OTHER PARTY'S Confidential Information is valuable, unique, and constitutes trade secrets and proprietary information and, upon the termination of this Agreement, each party's knowledge of the other party's Confidential Information will enable it (or any other individual, company, or person with which it is associated in any manner) to compete with the other party in a manner likely to cause irreparable harm upon the disclosure of such Confidential Information. Accordingly, each party hereby irrevocably represents, warrants, and covenants to the other party that it shall not disclose, directly or

indirectly, any of the Confidential Information to any individual, firm, company, or other entity and shall not use any Confidential Information in any manner whatsoever except as permitted under this Agreement, unless such Confidential Information becomes a matter of public record or as information made available to the public, or unless legally required to do so. This obligation as to confidentiality and non-use shall survive the Terms of this Agreement.

7. INDEPENDENT CONTRACTOR. In providing its services, the COMPANY shall be an independent contractor, and the CLIENT will have no right to exercise supervision as to the manner or method by which the COMPANY provides its services, except that the COMPANY'S employees and representatives shall adhere to the safety policies and procedures provided by the CLIENT of the designated sites/facilities while on the premises thereof.

8. ARBITRATION. As a condition precedent to any right of action hereunder, any dispute or difference between the parties in connection with or arising out of this Agreement shall be referred to and determined by arbitration under the rules and procedures of the American Arbitration Association; provided, however, the arbitration shall be decided by a panel of three arbitrators. Each party will choose one arbitrator and then a third arbitrator will be chosen by the two arbitrators. If the third arbitrator is not chosen on or within thirty (30) days after the first two arbitrators are chosen by the parties, then the first two arbitrators shall not serve as arbitrators and the three person panel of arbitrators shall be chosen by the Los Angeles County (CALIFORNIA) Division of the American Arbitration Association.

9. GOVERNING LAW; VENUE. The provisions of this Agreement shall be governed by laws of the state of California and the parties to this Agreement consent to and acknowledge that any disputes (including arbitration) arising under this Agreement shall be venued in Los Angeles County, California.

10. ENTIRE AGREEMENT. This Agreement constitutes the entire Agreement between the parties with respect to the subject matter of this Agreement and merges and supersedes all prior discussions, understandings and agreements between the parties relating to the subject matter thereof. This Agreement may be amended or modified only by a written document executed by both the COMPANY and the CLIENT, and the terms hereof shall not be modified by any purchase order or acknowledgment, even though the COMPANY may have signed such a document.

11. ASSIGNMENT. No assignment of this Agreement, or of the rights, duties, and obligations thereunder, shall be permitted, except with the prior written consent of the other party.

12. SEVERABILITY AND SURVIVAL. If any of the provisions contained in this Agreement are held to be illegal, invalid, or unenforceable, the enforceability of the remaining provisions shall not be impaired and the Agreement shall continue as if such illegal, invalid, or unenforceable provisions were not and are not contained in this Agreement. Limitations of liability and indemnities described in this Agreement shall survive the termination of this Agreement.

13. NOTICES. Any notice, invoice or other correspondence required or permitted to be given pursuant to this Agreement shall be in writing and shall be deemed to have been given if served personally, if sent by facsimile transmission or, on the third day following posting by first-class mail, postage prepaid, addressed to the addresses set forth above or such other address, as either party hereto may designate by notice to the other party.

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

To:	Board of Trustees	Date: September 27, 2010
Re:	Approval of Additional Geotechnical Observation & Testing Services – Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

On April 26, 2010, the Board of Trustees approved an agreement with Ninyo & Moore to provide geotechnical observation and testing services for the Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College.

**ANALYSIS:**

As noted in the attached proposal dated September 3, 2010, due to the extended project schedule and the necessity of retesting and re-compacting of base soils, the additional cost for their services is estimated at \$16,000.

Therefore, the revised contract amount for this project is \$41,788.00.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the change order for geotechnical observation and testing as presented.

Fiscal Impact:	\$16,000.00	Board Date: September 27, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodriguez, Chancellor	

September 3, 2010  
Project No. 206144012

Mr. Darryl Odum  
Rancho Santiago Community College District  
Facilities Planning  
1530 West 17<sup>th</sup> Street  
Santa Ana, California 92706

**Subject: Budget Amendment Request  
Santiago Canyon Entry and Parking Lot  
Santiago Canyon Community College  
Orange, California**

**References: Ninyo & Moore, 2010, Proposal for Geotechnical Observation and Testing Services, Northwest Parking Lot, Santiago Canyon Community College, Orange, California, dated April 9**

**Rancho Santiago Community College District, 2010, Purchase Order No. 10-P0014716, Santiago Community College, Geotechnical Observation and Testing Services for the New SCC Science Building, dated May 28.**

Dear Mr. Odum:

In accordance with your authorization, we are providing geotechnical observation and testing services during construction of the Santiago Canyon Entry and Parking Lot. Our work is being performed in general accordance with the scope of services outlined in our referenced proposal dated April 9, 2010, and Purchase Order No. 10-P0014716 dated May 28, 2010. This letter has been prepared to request additional budget for our additional field time and costs incurred for the project.

As you are aware, the project schedule has been extended for various reasons, which has impacted our time and costs for the project. We estimated that our field services to complete the job, including rough and fine grading, subgrade preparation for the curbs and gutters and sidewalks, and placement of aggregate base and asphalt concrete, would be completed in

approximately 6½ weeks. To date, the project has taken approximately 16 weeks. Our budget has been exceeded due to the following:

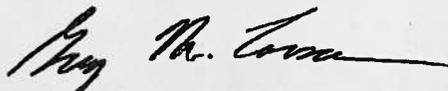
- Attendance at additional meetings to discuss the project concerns.
- Longer than anticipated construction schedule.
- Retesting of failed compaction tests.
- Retesting of subgrade soils due to the soils drying out.
- Piece-meal construction of curbs, gutters and sidewalks.

Based on our review of the project status, we understand that the project is in its final stages of construction and that remaining project items are generally minor.

We estimate that our additional services to complete our proposed scope of work will exceed our budgeted amount by approximately \$16,000 (sixteen thousand dollars). Accordingly, we respectfully request that the total budget for observation and testing services be amended to \$41,788 (forty-one thousand seven hundred eighty-eight dollars).

Ninyo & Moore appreciates the opportunity to provide geotechnical consulting services on this project. Please sign and return a copy of this letter to authorize the budget amendment.

Respectfully submitted,  
**NINYO & MOORE**



Greg M. Corson, C.E.G.  
Senior Project Geologist



Lawrence Jansen, C.E.G.  
Principal Geologist

GMC/LTJ/sc

Distribution: (1) Addressee  
(1) Mr. Darryl Odum, RSCCD  
(1) Mr. Young Min, LPA

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

To:	Board of Trustees	Date:	September 27, 2010
Re:	Approval of Architect Change Order – Athletic/Aquatic Center at Santiago Canyon College		
Action:	Request for Approval		

**BACKGROUND:**

On April 16, 2007, the Board of Trustees approved an agreement with the Austin Company to design and engineer the Athletic/Aquatic Center at Santiago Canyon College.

**ANALYSIS:**

The District has asked the Austin Company to make changes to the Scope of Work as the result of footings and utilities under those footings being higher than record documents stated. That now requires grading re-design at the north end of the site. The Austin Company has now completed interviews and made recommendations to the District for the following consultants required for this project:

<u>Consultant</u>	<u>Consultant Name</u>	<u>Fee</u>
Architectural	The Austin Company	\$3,200
Civil	Penco Civil Engineering	\$4,700
Landscape	LPA Landscape Architects	\$3,600
	<b>Total</b>	<b>\$11,500</b>

District staff has reviewed the recommended consultants and concur that these services are necessary for a comprehensive design of the Athletic/Aquatic Center.

As noted, the cost is \$11,500 and increases the Austin Company contract by this same amount bringing the total contract to \$1,354,851. There are no additional reimbursables for this portion of work, and the work should add only five additional days to the schedule.

**RECOMMENDATION:**

It is recommended that the Board of Trustees amend and increase the Austin Company architectural agreement in the amount of \$11,500 as presented.

Fiscal Impact:	\$11,500.00	Board Date:	September 27, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Dr. Raúl Rodríguez, Chancellor		



6410 Oak Canyon, Suite 150  
Irvine, California 92618  
www.theaustin.com

PH 949.451.9000 FX 949.451.9011

August 30, 2010

Mr. Darryl Odum  
Facility Planning & District Support Services  
Rancho Santiago Community College District  
2323 North Broadway Suite 404-1  
Santa Ana, California 92706-1640

Subject: **Architectural / Engineering Services  
For Santiago Canyon College – Athletic Complex  
Change Request Proposal #02 for Architectural / Engineering Design Services**

Dear Mr. Odum:

The Austin Company has prepared the following Request for Change for the Santiago Canyon College Athletic & Aquatic Complex. The additional Architectural / Engineering Design services have emerged as the result of a request from Rancho Santiago Community College District to make changes to the Scope of Work as described below:

The following summarizes these services:

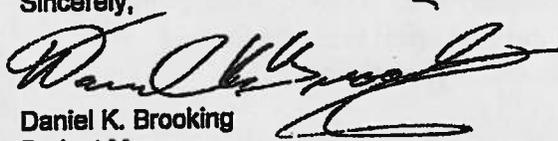
1. Provide engineering re-design as the result of unforeseen underground conditions related to RFI #A-054 that requires grading re-design at the north end of the site.

\$3,200	Austin
\$4,700	Penco civil
\$3,600	LPA landscape

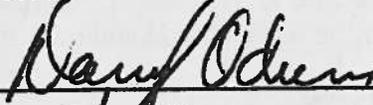
The total fixed fee for these Architectural/Engineering Design services is \$11,500. Total estimated schedule duration is 5 days from notice to proceed.

We appreciate your consideration of this request. Please contact me directly at 949/451-9923 ([daniel.brooking@theaustin.com](mailto:daniel.brooking@theaustin.com)) if you have any questions.

Sincerely,

  
Daniel K. Brooking  
Project Manager

**AUTHORIZATION TO PROCEED**

By: 

Date: 9/10/10

cc:

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date:	September 27, 2010
Re:	Approval of Change Order #1 - Bid #1054 – Landscaping for the Science Building (State Portion) at Santiago Canyon College		
Action:	Request for Approval		

**BACKGROUND:**

On December 10, 2007, the Board of Trustees awarded a contract to Marina Landscape, Inc. for Bid #1054, landscaping for the Science Building 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 #1.

Change Order #1 increases the contract by \$13,200 and adds an additional 264 days to the length of the project. The project has experienced several delays during the course of construction which has extended the completion date. The official completion date for the project was May 21, 2010 for all construction trades. Therefore, each of the trade's final requests will include the additional days needed to reach the May 21, 2010 date for completion of the Science Building.

The total revised contract amount for Marina Landscape is \$157,475. 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 9.15% 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, Marina Landscape, Inc. for Bid #1054, landscaping for the Science Building at Santiago Canyon College as presented.

Fiscal Impact:	\$13,200.00	Board Date:	September 27, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Dr. Raúl Rodríguez, Chancellor		

# CHANGE ORDER

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

Project:	New Science Building (State Funded Portion) at Santiago Canyon College	Bid No. 1054	P.O. # 08-P0004291
		D.S.A. No. 04-107804	
Contractor:	Marina Landscape Inc.	Change Order No. 1	
Architect:	LPA, Inc.	Date: September 10, 2010	

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		\$144,275.00
Previous Change Orders	\$0.00	
This Change Order	\$13,200.00	
Total Change Orders		\$13,200.00
Revised Contract Amount		\$157,475.00
Previous Time Extensions	10 calendar days	
Time Extension - This Change Order	264 calendar day	
Total Time Extensions		274 calendar days
Original Completion Date		August 20, 2009
Revised Contract Completion Date		May 21, 2010
RSCCD Board Approval Date		September 27, 2010

_____ 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 5.8 (2)	_____ Authorized Signature	_____ Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92708-1640

Project: New Science Building (State Funded Portion) at Santiago Canyon College	Bid No. 1054	P.O. # 08-P0004291
	D.S.A. No. 04-107804	
Contractor: Marina Landscape Inc.	Change Order No. 1	
Architect: LPA, Inc.	Date: 9/10/10	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Reroute existing wiring to controllers by the LRC Building</p> <p><u>REASON:</u> Install new hardscape</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 44 calendar days</p>		\$3,000.00
2.0	<p><u>DESCRIPTION:</u> Install valve box and irrigation line</p> <p><u>REASON:</u> Damaged by other trade</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 44 calendar days</p>		\$1,000.00
3.0	<p><u>DESCRIPTION:</u> Reroute existing mainline and lateral lines</p> <p><u>REASON:</u> Accommodate field conditions.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 44 calendar days</p>		\$4,000.00
4.0	<p><u>DESCRIPTION:</u> Install control valves and lateral lines</p> <p><u>REASON:</u> Removal of electrical duct bank</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 44 calendar days</p>		\$2,300.00
5.0	<p><u>DESCRIPTION:</u> Remove existing valves at north side</p> <p><u>REASON:</u> Complete installation of underground utilities</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 44 calendar days</p>		\$600.00

# CHANGE ORDER

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

Project: New Science Building (State Funded Portion) at Santiago Canyon College		Bid No. 1054	P.O. # 08-P0004291
Contractor: Marina Landscape Inc.		D.S.A. No. 04-107804	
Architect: LPA, Inc.		Change Order No. 1	
		Date: 9/10/10	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
6.0	<p><u>DESCRIPTION:</u> Relocate existing master valve and flow sensor that controls quad area per RFI#284</p> <p><u>REASON:</u> Allow installation of concrete side walks</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 44 calendar days</p>		\$2,300.00
Sub-Total		\$0.00	\$13,200.00
Total			\$13,200.00

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

To:	Board of Trustees	Date:	September 27, 2010
Re:	Approval of Change Order #2 - Bid #1054 – Landscaping for the Science Building (Bond Portion) at Santiago Canyon College		
Action:	Request for Approval		

**BACKGROUND:**

On December 10, 2007, the Board of Trustees awarded a contract to Marina Landscape, Inc. for Bid #1054, landscaping for the Science Building 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 #2.

Change Order #2 increases the contract by \$16,193.90 and adds an additional 264 days to the length of the project. The project has experienced several delays during the course of construction which has extended the completion date. The official completion date for the project was May 21, 2010 for all construction trades. Therefore, each of the trade's final requests will include the additional days needed to reach the May 21, 2010 date for completion of the Science Building.

The total revised contract amount is \$205,882.13. 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 9.23% 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 #2, Marina Landscape, Inc. for Bid #1054, landscaping for the Science Building at Santiago Canyon College as presented.

Fiscal Impact:	\$16,193.90	Board Date:	September 27, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Dr. Raúl Rodríguez, Chancellor		

# CHANGE ORDER

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

Project:	New Science Building (Bond Funded Portion) at Santiago Canyon College	Bid No.	1054	P.O. #	08-P0004290
		D.S.A. No.	04-107803		
Contractor:	Marina Landscape Inc.	Change Order No.	2		
Architect:	LPA, Inc.	Date:	September 10, 2010		

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		\$188,477.00
Previous Change Orders	\$1,211.23	
This Change Order	\$16,193.90	
Total Change Orders		\$17,405.13
Revised Contract Amount		\$205,882.13
Previous Time Extensions	10 calendar days	
Time Extension - This Change Order	264 calendar days	
Total Time Extensions		274 calendar days
Original Completion Date		August 20, 2009
Revised Contract Completion Date		May 21, 2010
RSCCD Board Approval Date		September 27, 2010

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 92708-1840

Project: New Science Building (Bond Funded Portion) at Santiago Canyon College	Bid No. 1054	P.O. # 08-P0004290
	D.S.A. No. 04-107803	
Contractor: Marina Landscape Inc.	Change Order No. 2	
Architect: LPA, Inc.	Date: 9/10/10	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Install valve box and irrigation line at court yard</p> <p><u>REASON:</u> Damaged by other trade</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 22 calendar days</p>		\$2,000.00
2.0	<p><u>DESCRIPTION:</u> Provide fertilizer at LRC hardscape</p> <p><u>REASON:</u> Accommodate field conditions</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 22 calendar days</p>		\$500.00
3.0	<p><u>DESCRIPTION:</u> Relocate existing master valve and flow sensor that controls the irrigation at the south end of the building</p> <p><u>REASON:</u> Allow grading and underground utilities to commence at project site</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 22 calendar days</p>		\$1,260.00
4.0	<p><u>DESCRIPTION:</u> Reroute existing irrigation lines by LRC Building</p> <p><u>REASON:</u> Install new hardscape</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 22 calendar days</p>		\$1,500.00
5.0	<p><u>DESCRIPTION:</u> Install valve box and irrigation line</p> <p><u>REASON:</u> Accommodate field conditions</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 22 calendar days</p>		\$2,500.00

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92708-1640

Project: New Science Building (Bond Funded Portion) at Santiago Canyon College		Bid No. 1054	P.O. # 08-P0004290
Contractor: Marina Landscape Inc.		D.S.A. No. 04-107803	
Architect: LPA, Inc.		Change Order No. 2	
		Date: 9/10/10	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
6.0	<p><u>DESCRIPTION:</u> Installed rotor heads &amp; seeded all areas by LRC Building</p> <p><u>REASON:</u> Installation of landscape that was not part of the original scope of work</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 22 calendar days</p>		\$500.00
7.0	<p><u>DESCRIPTION:</u> Repair irrigation controller E</p> <p><u>REASON:</u> Damaged by another trade</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 22 calendar days</p>		\$1,090.00
8.0	<p><u>DESCRIPTION:</u> Remove and re-install existing irrigation at Bungalow Relocation Project</p> <p><u>REASON:</u> Allow grading and underground utilities to commence at project site</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 22 calendar days</p>		\$1,438.00
9.0	<p><u>DESCRIPTION:</u> Repair broken mainline at controller G</p> <p><u>REASON:</u> Damaged by other trade</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 22 calendar days</p>		\$929.00
10.0	<p><u>DESCRIPTION:</u> Cleaned up all trash and extra dirt at planter areas</p> <p><u>REASON:</u> Install trees at planters</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 22 calendar days</p>		\$200.00

# CHANGE ORDER

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

Project: New Science Building (Bond Funded Portion) at Santiago Canyon College	Bid No. 1054	P.O. # 08-P0004290
	D.S.A. No. 04-107803	
Contractor: Marina Landscape Inc.	Change Order No. 2	
Architect: LPA, Inc.	Date: 9/10/10	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
11.0	<p><b>DESCRIPTION:</b> Remove and re-install existing plants</p> <p><b>REASON:</b> Emergency repair of conduits at Electrical Room</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 22 calendar days</p>		\$2,036.90
12.0	<p><b>DESCRIPTION:</b> Install 6" sleeve and mainline at court yard per RF1#284</p> <p><b>REASON:</b> Allow flatwork to be installed</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 22 calendar days</p>		\$2,200.00
<b>Sub-Total</b>		\$0.00	\$16,153.90
<b>Total</b>			\$16,153.90

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

To:	Board of Trustees	Date: September 27, 2010
Re:	Approval of Donation of Fire Engines from the City of Orange	
Action:	Request for Approval	

**BACKGROUND**

Fire agencies throughout Orange County will, from time to time, donate surplus vehicles to the Santa Ana College Fire Academy. Board Policy #3208 requires that such donations be accepted by Board action.

**ANALYSIS**

The City of Orange wishes to donate a 1992 Seagraves Fire Engine Pumper and a 1995 Seagraves Fire Engine Pumper to the Santa Ana College Fire Technology Department. The estimated value of the fire engines is \$6,800.00 total. Both fire engines have been maintained extremely well, are in good condition and will be put to use in support of the day-to-day activities related to the delivery of fire training skills for students enrolled in the Santa Ana College Fire Academy.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the acceptance of the donation of a 1992 Seagraves Fire Engine Pumper and a 1995 Seagraves Fire Engine Pumper from the City of Orange as presented.

Fiscal Impact:	None	Board Date: September 27, 2010
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by:	Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	



# CITY OF ORANGE

FIRE DEPARTMENT

PHONE: (714) 288-2500 • FAX: (714) 744-6035

[www.cityoforange.org](http://www.cityoforange.org)

September 13, 2010

Tracey Conner-Crabbe, Director of Purchasing  
Rancho Santiago Community College District  
2323 N. Broadway  
Santa Ana, CA 92706

Re: Donated Fire Engines

To whom it may concern:

This letter will serve as verification of the City of Orange's intention, through the Orange City Fire Department, to donate the following equipment to the Santa Ana College Basic Fire Academy:

1. A 1992 Seagraves Fire Engine Pumper
2. A 1995 Seagraves Fire Engine Pumper

These apparatus have been declared surplus by the City of Orange and approved for donation through the City Council at the June 8, 2010 meeting. The fire pumpers are in good working order and the value was recently placed at \$6,800.00.

Please feel free to contact me at the above phone number if you have any further questions.

Regards,

A handwritten signature in black ink, appearing to read "Patrick Dibb".

Patrick Dibb  
Division Chief / Fire Marshal

PD:bjs

5.10 (2)

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

<b>To:</b>	Board of Trustees	<b>Date:</b> September 27, 2010
<b>Re:</b>	Approval of Termination of Contract with Omega Elevator Corporation and to Award the Contract to the Second Lowest Responsible and Responsive Bidder, GMS Elevator Services, Inc.	
<b>Action:</b>	Request for Approval	

**BACKGROUND**

On July 26, 2010, the Board of Trustees approved the award of Bid #1162 – Elevator Repair & Maintenance Service to Omega Elevator Corporation as the service provider for the District's twenty-four (24) hydraulic elevators plus one (1) dumbwaiter and one (1) wheelchair lift. On August 9, 2010, Omega announced the acquisition of their company by Kone, Inc. effective September 1, 2010 (Exhibit A). On August 27, 2010, Omega gave formal notice of termination of its contract with the District (Exhibit B).

**ANALYSIS**

Due to the acquisition and to avoid interruption of service, it is in the best interest of the District to accept the requested termination of the contract with Omega and award the contract to GMS Elevator Services Inc., as the second lowest responsible and responsive bidder. GMS agrees to honor the original terms and conditions including pricing in the amount of \$92,823.00 for three years plus a 5% discount. The contract term is October 1, 2010 through June 30, 2013 with an option to renew for an additional two-year term (Exhibit C). GMS has provided elevator service to the District in the past and the District has been pleased with their work and professionalism.

**RECOMMENDATION**

It is recommended that the Board of Trustees terminate the contract with Omega Elevator Corporation and award the contract including renewals to GMS Elevator Services Inc. pursuant to Bid #1162, to provide elevator repair and maintenance service to District-owned elevators.

<b>Fiscal Impact:</b>	\$ 92,823.00 (three-year cost) plus 5% discount	<b>Date:</b> September 27, 2010
<b>Prepared by:</b>	Tracey Conner-Crabbe, Director of Purchasing Services	
<b>Submitted by:</b>	Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
<b>Recommended by:</b>	Dr. Raúl Rodríguez, Chancellor	



August 9, 2010

Dear Valued Omega Elevator Customer:

On behalf of all the dedicated employees of Omega Elevator Corporation, we thank you for your loyalty and patronage over the years.

We are excited and pleased to announce the acquisition of our business by KONE Inc. effective September 1, 2010. KONE is one of the world's leading elevator and escalator companies. Our decision to become a part of the KONE organization was strongly influenced by our shared focus on customer service. Through this acquisition we will have access to the most modern tools to enhance our service to you. We will also be able to offer industry-leading elevators and escalators for new installations. More information about KONE is available [www.kone.com](http://www.kone.com).

Although no transition like this is complete without changes, we assure you that we are diligently working to make sure the September 1st transition is as seamless as possible. I and the rest of the Omega Elevator Corporation team will become employees of KONE and continue our service to you. Our local office number will remain as (888) 564-0848. For your dispatch and customer service needs effective September 1, please contact the KONE Service Center at 1-877-276-8691.

In addition, all invoices for work performed in September will be billed by KONE and any payments for work performed in September, must be paid directly to KONE at the address listed below. All payments for services prior to September 1<sup>st</sup> should be made to Omega Elevator Corporation as your normal existing process. We have enclosed KONE's W-9 form that you may set them up as a vendor.

Please be assured your business is still important to us and we urge you to contact us if you have any questions or concerns, at any time.

Remit Payments to:  
KONE Inc.  
P.O. Box 429  
Moline, IL 61266-0429

Correspondence address:  
KONE Inc.  
12150 Tech Center Drive  
Poway, CA 92064

Phone: (858) 679-2400  
Fax: (858) 679-2410

Sincerely,



Sean M. Kelly, President  
Omega Elevator Corporation

5.11 (2)

333 City Blvd West, 17<sup>th</sup> Floor – Orange, CA. 92868  
Office: (888) 564-0848 Fax: (714) 464-2257

WESIERSKI & ZUREK LLP

CHRISTOPHER P. WESIERSKI  
RONALD ZUREK  
TERENCE P. CARNEY  
THOMAS G. WIANECIK  
PAUL J. LIPMAN  
THOMAS W. ELY  
FRANK J. D'ORO  
MARK J. GIANNAMORE  
RONALD F. TEMPLER  
LAURA J. BARNES  
DANIEL J. FORD JR.  
JOSEPH E. DUBOIS  
MARY E. BEVINS  
JILL D. LEVY\*

JOSEPH K. MILLER  
ARPINEH BABAKHANIAN  
MARY H. KIM  
CARL KREMER  
DAVID M. FERRANTE  
KEVIN D. CAMPBELL  
JASON R. BETTENDORF\*\*  
JOHN E. STOBART  
NANCYN. LUBRANO  
MINH N. HOANG  
GARRETT V. JENSEN  
CHRISTIAN C.H. COUNTS  
ALJA. VAZIN  
JACOB M. RAMIREZ

LAWYERS  
ONE CORPORATE PARK  
SUITE 200  
IRVINE, CALIFORNIA 92606  
TELEPHONE (949) 975-1000  
FACSIMILE (949) 756-0517

1000 WILSHIRE BOULEVARD, SUITE 1750  
LOS ANGELES, CALIFORNIA 90017  
TELEPHONE (213) 627-2300  
FACSIMILE (213) 629-2725

\* ALSO ADMITTED IN NEW YORK  
\*\* ALSO ADMITTED IN COLORADO

August 27, 2010

SENDER'S E-MAIL:  
TCARNEY@WZLLP.COM

*Via Overnight Mail*

Tracy Connor-Crabbe  
Rancho Santiago Community College  
District  
2323 North Broadway  
Santa Ana, CA 92706

Re: Omega Elevator Contract Bid No. 1162  
Elevator Repair and Maintenance  
Our File No.: BUS-0346

**NOTICE OF TERMINATION**

Dear Ms. Connor-Crabbe:

This letter is written to you in follow up to the conversation you had with Sean Kelly advising you that Omega would be cancelling the contract. Pursuant to Paragraph 9 of the agreement this letter will serve as Omega Elevator Corporation's formal notice of termination of the Elevator Repair and Maintenance Service Contract effective September 30, 2010. This letter will serve as the contractually required thirty days notice of termination.

As a courtesy to you, if the college wishes Omega to continue on through October 31, 2010, Omega will stay on for an additional month. Please however advise this office in writing by September 15, 2010 if you wish Omega Elevator to stay on through October 31<sup>st</sup>. Otherwise, Omega's services will be terminated as of September 30, 2010.

Should you have any questions, please do not hesitate to call.

Very truly yours,

WESIERSKI & ZUREK LLP

  
Terence P. Carney

TPC:dg  
cc: Sean Kelly- Omega Elevator

**GMS**  
**ELEVATOR SERVICES, INC.**

Lic. #672856

September 13, 2010

Rancho Santiago Community College District  
2323 N. Broadway  
Santa Ana, CA 92706  
Attn: Tracey Conner-Crabbe

RE: Elevator Repair and Maintenance Service Bid #1162

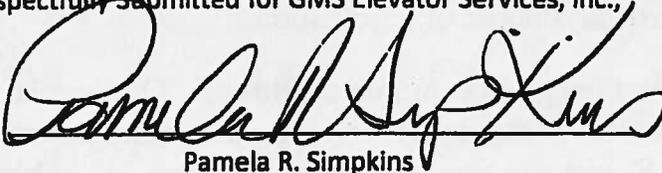
Dear Ms. Conner-Crabbe,

GMS Elevator Services, Inc. is pleased to honor the pricing, terms and conditions of Bid# 1162, per our proposal dated July 1, 2010. Pricing for year one will be adjusted to begin on October 1, 2010. As on our proposal, there is a volume discount of 5% for receiving the entire contract. We are aware that the effective date of the contract will be October 1, 2010 through June 30, 2013, with two optional years beyond 2013.

Thank you for considering GMS Elevator Services, Inc. for this contract. We anxiously await word of continuing the mutually successful relationship we have had over the past 5 years, while servicing Santiago Canyon Community College, as well as, the District Office elevators.

Respectfully Submitted for GMS Elevator Services, Inc.,

By:



Pamela R. Simpkins

5.11 (4)

## AGREEMENT

**THIS AGREEMENT is hereby entered into between the RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as the DISTRICT, and**

**GMS Elevator Services, Inc.**

**Vendor**

**446 W. Arrow Hwy., #30, San Dimas, CA 91773**

**Mailing Address, City, State, Zip Code**

**hereinafter referred to as VENDOR.**

**WHEREAS, the DISTRICT is authorized to contract with a VENDOR to provide Elevator Repair and Maintenance Service.**

**WHEREAS, the VENDOR is specially experienced, and competent to provide Elevator Repair and Maintenance Service in accordance with all of the terms, conditions and pricing as listed in Bid #1162.**

### **IT IS THEREFORE AGREED AS FOLLOWS:**

**The DISTRICT hereby retains and employs the VENDOR upon the terms and conditions hereinafter set forth, and the VENDOR hereby accepts said conditions and agrees to provide Elevator Repair and Maintenance Service as hereinafter mentioned as the successful bidder in accordance with the said terms and conditions of Bid #1162.**

- 1. The VENDOR shall commence providing Elevator Repair and Maintenance Service under this Agreement on October 1, 2010, and will diligently perform as required and complete performance by June 30, 2013. The District has the option to renew this agreement on an annual or monthly basis up to two (2) additional years.**
- 2. The DISTRICT shall pay the VENDOR monthly payments in accordance with the special conditions of the bid.**
- 3. The VENDOR shall assume all expenses incurred by him/her in connection with the performance of this Agreement, and the DISTRICT shall not be responsible for payment of any expenses incurred in connection with the project.**
- 4. While engaged in carrying out and complying with any of the terms and conditions of this Agreement, the VENDOR is not an officer, agent, or employee of the DISTRICT.**
- 5. The VENDOR agrees to and shall hold harmless and indemnify the DISTRICT and its officers, agents, and employees from every claim or demand and every liability or loss, damage, or expense of any nature whatsoever, which may be incurred by reason of:**
  - a. liability for damages for death or bodily injury to person, injury to property, or any loss, damage or expense sustained by the VENDOR or any person, firm or corporation employed by the VENDOR upon or in connection with the services called for in the Agreement, except for liability for damages referred to above**

which result from the sole negligence or willful misconduct of the DISTRICT's officers, employees, or agents.

- b. any injury to or death of persons or damage to property, sustained by any persons, firm or corporation, arising out of, or in any way connected with the services covered by this Agreement, whether said injury or damage occurs either on or off the DISTRICT's property, except for liability for damages which result from the sole negligence or willful misconduct of the DISTRICT's officers employees, or agents.

The VENDOR, at the VENDOR's expense, cost, and risk, shall defend any and all actions, suits, or other proceedings that may be brought or instituted against the DISTRICT, its officers, agents, or employees on any such claim, demand, or liability and shall pay or satisfy any judgment that may be rendered against the DISTRICT or its officers, agents or employees in any action, suit, or other proceedings as a result thereof.

- 6. The VENDOR shall maintain and keep in force during the term of the Agreement, the insurance coverage set forth in the bid. VENDOR agrees to provide all evidence of coverage required by the DISTRICT including certificate of insurance and endorsement naming the DISTRICT as additional insured followed with a written endorsement.
- 7. The VENDOR shall comply with all applicable federal, state, and local laws, rules, regulations, and ordinances including workers' compensation.
- 8. This contract may not be assigned without the written consent of the DISTRICT.
- 9. It is mutually understood that either party may terminate the Agreement in whole or any part for any reason upon thirty (30) days' written notice without penalty.

IN WITNESS WHEREOF, said parties have executed this Agreement as of the date and year first above written.

ENTERED INTO THIS AGREEMENT:

FOR THE VENDOR  
GMS Elevator Services, Inc.

RANCHO SANTIAGO  
COMMUNITY COLLEGE DISTRICT  
Santa Ana, California

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

By: \_\_\_\_\_  
Tracey J. Conner-Crabbe  
Director of Purchasing Services

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Title

\_\_\_\_\_  
Date

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015550	700.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			8/9/2010
11-P0015551	300.00	HOME DEPOT	Instructional Supplies			8/9/2010
11-P0015552	250.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		8/9/2010
11-P0015553	4,000.00	BELL PIPE & SUPPLY CO	Repair & Replacement Parts			8/9/2010
11-P0015554	500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		8/9/2010
11-P0015555	10,000.00	UNITED AUTOMOTIVE SVC INC	Contracted Repair Services			8/9/2010
11-P0015556	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		8/9/2010
11-P0015557	4,350.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			8/9/2010
11-P0015558	522.50	PACIFIC COACHWAYS CHARTER	Transportation - Student	SP		8/9/2010
11-P0015559	843.90	NTH GENERATION COMPUTING INC	Non-Instructional Supplies			8/9/2010
11-P0015560	560.00	PACIFIC COACHWAYS CHARTER	Transportation - Student	SP		8/9/2010
11-P0015561	1,018.00	COUNTY OF ORANGE	Other Licenses & Fees			8/9/2010
* 11-P0015562	988.14	PINNACLE RADIO INC	Equip/Software - >\$200 <\$1,000			8/9/2010
11-P0015563	7.50	DEPT OF TOXIC SUBSTANCES &	Other Licenses & Fees			8/9/2010
11-P0015564	1,000.00	ORANGE COUNTY PUMP CO	Repair & Replacement Parts			8/9/2010
11-P0015565	500.00	DAPPER TIRE	Non-Instructional Supplies			8/9/2010
11-P0015566	68.10	AIR SOURCE INDUSTRIES	Rental - Other (Short-term)			8/9/2010
11-P0015567	2,186.00	XAP CORP	Software Support Service			8/9/2010
11-P0015568	104.27	FREESTYLE SALES CO INC	Instructional Supplies	SP		8/9/2010
11-P0015569	389.00	HACIENDA	Food and Food Service Supplies	SP		8/9/2010
11-P0015570	95.70	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		8/9/2010
11-P0015571	8,000.00	ORANGE COAST PLUMBING INC	Contracted Services	SP		8/9/2010
11-P0015572	1,305.01	WE DO GRAPHICS INC	Non-Instructional Supplies			8/9/2010
11-P0015573	383.90	XEROX CORP	Lease Agreement - Equipment			8/10/2010
11-P0015574	418.80	QUICKSTART INTELLIGENCE	Conference Expenses			8/10/2010
11-P0015575	2,441.06	MICROTECH SCIENTIFIC	Instructional Supplies	SP		8/10/2010
11-P0015576	126.65	GRAINGER	Non-Instructional Supplies			8/10/2010
11-P0015577	1,800.00	SO CALIF FOOTBALL ASSOC	Inst Dues & Memberships			8/10/2010
* 11-P0015578	1,602.03	TROXELL COMM INC	Building Improvements	SP		8/10/2010
11-P0015579	5,000.00	ORANGE EMPIRE CONFERENCE	Inst Dues & Memberships			8/10/2010
* 11-P0015581	2,470.52	UNISAN PRODUCTS	Equipment - All Other > \$1,000	SP	BOND	8/10/2010
* 11-P0015582	5,449.23	HILLYARD FLOOR CARE SUPPLY	Equipment - All Other > \$1,000	SP	BOND	8/10/2010
11-P0015583	339.00	NGUOI VIET DAILY NEWS	Advertising	SP		8/10/2010
11-P0015584	3,171.99	IRVINE PIPE SUPPLY	Building Improvements	SP		8/10/2010
11-P0015585	16.00	VOGUE	Books, Mags & Ref Mat, Non-Lib			8/10/2010

Legend: \* = Multiple Accounts for this P.O. SP = Special Project

5.12(1)

No. 5.12

5.12 (2)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015586	65.00	CALIF APPAREL NEWS	Books, Mags & Ref Mat, Non-Lib			8/10/2010
11-P0015587	838.22	BELL PIPE & SUPPLY CO	Equip/Software - >\$200 <\$1,000			8/10/2010
11-P0015588	1,000.00	ONE SOURCE DISTRIBUTORS INC	Non-Instructional Supplies			8/10/2010
11-P0015589	500.00	NIAGARA PLUMBING	Non-Instructional Supplies			8/10/2010
11-P0015590	750.00	HOME DEPOT	Non-Instructional Supplies			8/10/2010
11-P0015591	300.00	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			8/10/2010
11-P0015592	750.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			8/10/2010
11-P0015593	156,000.00	OUTSOURCE TECHNICAL	Contracted Services			8/10/2010
11-P0015594	374.60	BLANKENSHIP, SHARLENE	Contracted Repair Services			8/10/2010
11-P0015595	710.00	AMERICAN FENCE	Rental - Other (Short-term)			8/10/2010
11-P0015596	212.50	FRANKLIN AIR CONDITIONING	Contracted Repair Services			8/10/2010
11-P0015597	1,392.58	FRANKLIN AIR CONDITIONING	Contracted Repair Services			8/10/2010
11-P0015598	350.76	DAY LITE MAINTENANCE CO INC	Contracted Repair Services			8/10/2010
11-P0015599	2,837.13	FRANKLIN AIR CONDITIONING	Contracted Repair Services			8/10/2010
11-P0015600	635.00	TROPICAL PLAZA NURSERY	Contracted Repair Services			8/10/2010
11-P0015601	300.00	ORANGE CHAMBER OF COMMERCE	Inst Dues & Memberships			8/10/2010
11-P0015602	860.00	AMERICAN FENCE	Contracted Repair Services			8/10/2010
11-P0015603	8,100.00	LIEBERT CASSIDY WHITMORE	Legal Expenses			8/10/2010
11-P0015604	439.38	AMERICAN EXPRESS	Conference Expenses			8/10/2010
11-P0015605	449.91	ULINE	Non-Instructional Supplies			8/10/2010
11-P0015606	10,000.00	THE FELDHAKA LAW FIRM	Legal Expenses			8/10/2010
* 11-P0015607	1,752.60	CITY OF LA VERNE	Instructional Agrmt - Salary			8/10/2010
11-P0015608	25.39	BADGE EXPRESS	Non-Instructional Supplies			8/10/2010
11-P0015609	1,897.69	LAKESHORE LEARNING MATERIALS	Equip/Software - >\$200 <\$1,000	SP		8/10/2010
11-P0015610	1,843,284.00	ASCIP	Workers Compensation Insurance			8/10/2010
11-P0015611	696,717.00	ASCIP	Prop, Liab, Boiler & Machine			8/10/2010
11-P0015612	27,000.00	HMC ARCHITECTS	Buildings - Architects Fee	SP		8/10/2010
11-P0015613	1,565.52	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP	BOND	8/10/2010
11-P0015614	2,630.00	TREESMITH ENTERPRISES INC	Landscaping			8/10/2010
11-P0015615	44,704.54	ACADEMY ELECTRIC INC	Buildings - Contracted Svcs	SP	BOND	8/10/2010
11-P0015616	945.00	LANGSTON & ASSOCIATES	Buildings - Contracted Svcs	SP	BOND	8/10/2010
11-P0015617	585.00	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP	BOND	8/10/2010
11-P0015618	1,344.00	ORANGE COUNTY REGISTER	Buildings - Legal Expenses	SP	BOND	8/10/2010
11-P0015620	14,000.00	FIELDS DEVEREAUX	Buildings - Architects Fee	SP	BOND	8/10/2010
11-P0015621	24,364.00	BERNARDS BROS INC	Buildings - Construction Mgmt	SP	BOND	8/10/2010

Legend: \* = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015622	41,300.00	STANTEC	Buildings - Engineering Costs	SP	BOND	8/10/2010
11-P0015623	48,913.46	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	8/10/2010
11-P0015624	72,500.00	P2S ENGINEERING INC	Buildings - Engineering Costs	SP		8/10/2010
11-P0015625	7,500.00	AON CONSULTING INC	Contracted Services			8/11/2010
11-P0015626	3,729.00	OMEGA MICROFILM AND IMAGING CORP	Equipment - All Other > \$1,000			8/11/2010
11-P0015627	10,942.78	PRIMEX WIRELESS INC	Equipment - All Other > \$1,000	SP	BOND	8/11/2010
11-P0015628	955.32	BUSINESS MACHINES SECURITY	Buildings - Contracted Svcs	SP	BOND	8/11/2010
11-P0015629	1,795.00	WORLD ACCEPTANCE GROUP CORP	Contracted Services			8/12/2010
11-P0015630	459.97	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			8/12/2010
11-P0015631	985.00	EDUCAUSE	Conference Expenses			8/12/2010
11-P0015632	400.00	WOOD, SANDRA J	Conference Expenses	SP		8/12/2010
11-P0015633	27.00	ACCT ASSOC OF COMMUNITY	Conference Expenses			8/12/2010
11-P0015634	10.00	OCSBA ORANGE CO SCHOOL BOARD ASSOC	Conference Expenses			8/12/2010
11-P0015635	121.65	RAVEN BIOLOGICAL LABS INC	Instructional Supplies	SP		8/16/2010
11-P0015636	172.66	NASCO	Instructional Supplies	SP		8/16/2010
11-P0015637	118.23	FILMTOOLS	Instructional Supplies	SP		8/16/2010
11-P0015638	345.31	COMPUTERIZED ASSESS & PLACEMENT	Non-Instructional Supplies	SP		8/16/2010
11-P0015639	1,427.40	PRO LOOK SPORTS	Instructional Supplies			8/16/2010
11-P0015640	215.10	E-CONOLIGHT LLC	Repair & Replacement Parts			8/16/2010
11-P0015641	3,751.88	IMAGE PRINTING SOLUTIONS	Non-Instructional Supplies	SP		8/16/2010
11-P0015642	36,995.00	CCLC COMMUNITY COLLEGE LEAGUE	Inst Dues & Memberships			8/16/2010
11-P0015643	7,800.00	BOARD OF GOVERNORS	Inst Dues & Memberships			8/16/2010
11-P0015644	2,368.74	SIGMA ALDRICH INC	Instructional Supplies	SP		8/16/2010
11-P0015645	83.89	ORANGE COUNTY REGISTER	Books, Mags & Ref Mat, Non-Lib			8/16/2010
11-P0015646	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			8/16/2010
11-P0015647	1,024.23	AMICO SCIENTIFIC CORP	Instructional Supplies	SP		8/16/2010
11-P0015648	532.87	PIZZA HUT	Food and Food Service Supplies	SP		8/16/2010
11-P0015650	2,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			8/17/2010
11-P0015651	485.51	D4 SOLUTIONS INC.	Contracted Services			8/17/2010
11-P0015656	19,794.20	WATERLINE TECHNOLOGIES	Building Improvements	SP		8/17/2010
11-P0015657	2,557.80	ONE SOURCE PRINT SOLUTIONS	Reproduction/Printing Expenses	SP		8/17/2010
11-P0015658	11,300.00	AMTECH ELEVATOR SERVICES	Maint/Oper Service Agreements			8/17/2010
11-P0015659	708.00	SHADOWHAWK INC.	Rental - Other (Short-term)			8/17/2010
11-P0015660	6,403.78	WATERLINE TECHNOLOGIES	Contracted Services	SP		8/17/2010
11-P0015661	1,400.00	CURRENT ELECTRIC	Contracted Services	SP		8/17/2010

\* 5.12 (3)

Legend: \* = Multiple Accounts for this P.O. SP = Special Project

5.12 (4)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015662	3,460.81	D4 SOLUTIONS INC.	Buildings - Contracted Svcs	SP	BOND	8/17/2010
11-P0015663	1,875.00	IMMEL DESIGN INC	Buildings - Contracted Svcs	SP	BOND	8/17/2010
11-P0015664	60,000.00	ATKINSON ANDELSON LOYA RUUD ROMO	Legal Expenses			8/17/2010
11-P0015665	5,000.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		8/17/2010
11-P0015666	1,000.00	WESTERN POWER SYSTEMS	Contracted Services			8/17/2010
11-P0015667	305,000.00	B-ONE CONSTRUCTION CO	Buildings - Contracted Svcs	SP	BOND	8/18/2010
11-P0015668	50.77	WARD'S NATURAL SCIENCE	Instructional Supplies	SP		8/18/2010
11-P0015669	1,053.60	WARD'S NATURAL SCIENCE	Instructional Supplies	SP		8/18/2010
* 11-P0015670	536.11	XPEDX PAPER CO	Instructional Supplies	SP		8/18/2010
11-P0015671	2,803.58	GUNTHER'S ATHLETIC SVC	Instructional Supplies			8/18/2010
11-P0015672	17,623.00	TRIANGLE ENTERPRISES INC	Contracted Services	SP		8/18/2010
11-P0015673	1,500.00	VIET FOOD NETWORK INC	Food and Food Service Supplies	SP		8/18/2010
11-P0015674	9,882.00	SANDERS PAVING INC	Site Improvements	SP		8/18/2010
11-P0015675	913.50	CAMPUZANO ERIC	Instructional Supplies	SP		8/18/2010
11-P0015676	48.94	WACAC WESTERN ASSOC FOR COLLEGE	Inst Dues & Memberships			8/18/2010
11-P0015677	4,473.45	C2 REPROGRAPHICS	Buildings - Blueprint/Reprod	SP	BOND	8/18/2010
11-P0015678	400.00	GRAINGER	Instructional Supplies	SP		8/18/2010
11-P0015679	400.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		8/18/2010
11-P0015680	7,500.00	QUEST DIAGNOSTICS	Contracted Services	SP		8/18/2010
11-P0015681	100.00	GREEN'S SECURITY CTR INC	Non-Instructional Supplies			8/18/2010
11-P0015682	488.90	SCAQMD	Other Licenses & Fees			8/18/2010
11-P0015683	500.00	GRAINGER	Non-Instructional Supplies			8/18/2010
11-P0015684	1,000.00	GRAINGER	Instructional Supplies			8/18/2010
11-P0015685	500.00	RADIO SHACK	Instructional Supplies			8/18/2010
11-P0015686	1,000.00	MARVAC ELECTRONICS	Instructional Supplies			8/18/2010
* 11-P0015687	127.50	HIGHSMITH CO INC	Non-Instructional Supplies	SP		8/19/2010
11-P0015688	500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			8/19/2010
11-P0015689	7,000.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		8/19/2010
11-P0015690	1,000.00	FRY'S ELECTRONICS	Instructional Supplies	SP		8/19/2010
11-P0015691	2,000.00	HOME DEPOT	Non-Instructional Supplies	SP		8/19/2010
11-P0015692	2,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		8/19/2010
11-P0015693	500.00	GRIFFIN ACE HARDWARE	Non-Instructional Supplies	SP		8/19/2010
11-P0015694	1,000.00	WAXIE SANITARY SUPPLY	Non-Instructional Supplies	SP		8/19/2010
11-P0015695	717.75	XEROX CORP	Instructional Supplies			8/19/2010
11-P0015696	100.00	PESTAL PETER A.	Contracted Services			8/19/2010

Legend: \* = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015697	4,000.00	FRANKLIN AIR CONDITIONING	Contracted Services			8/19/2010
11-P0015698	290.58	XEROX CORP	Non-Instructional Supplies	SP		8/19/2010
11-P0015699	500.00	FRANK'S LOCKS & DOOR CLOSERS INC.	Contracted Repair Services			8/19/2010
11-P0015700	2,392.50	XEROX CORP	Non-Instructional Supplies			8/19/2010
11-P0015702	1,500.00	HOME DEPOT	Non-Instructional Supplies			8/19/2010
11-P0015703	3,000.00	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			8/19/2010
11-P0015704	45.70	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		8/19/2010
11-P0015705	1,000.00	HOME DEPOT	Non-Instructional Supplies			8/19/2010
11-P0015706	2,000.00	CURRENT ELECTRIC	Contracted Repair Services			8/19/2010
11-P0015707	500.00	GRIFFIN ACE HARDWARE	Instructional Supplies			8/20/2010
11-P0015708	500.00	ACTION ELECTRONICS	Instructional Supplies			8/20/2010
11-P0015709	500.00	HOME DEPOT	Instructional Supplies			8/20/2010
11-P0015710	250.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies			8/20/2010
11-P0015711	449.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies			8/20/2010
11-P0015712	200.00	THE UNKNOWN ARTIST	Instructional Supplies			8/20/2010
11-P0015713	7,000.00	SIMS ORANGE WELDING SUPPLY	Instructional Supplies			8/20/2010
11-P0015714	2,235.00	DON BOOKSTORE	Books, Mags & Ref Mat, Non-Lib	SP		8/20/2010
11-P0015715	1,358.78	APCO GRAPHICS INC	Non-Instructional Supplies			8/20/2010
11-P0015716	1,096.63	ZUMAR INDUSTRIES INC	Non-Instructional Supplies	SP		8/20/2010
11-P0015717	171,467.00	STUDENT INSURANCE	All Risk/Athletic Insurance			8/20/2010
11-P0015718	1,411.00	CALIF WATERS LLC	Contracted Services			8/20/2010
11-P0015719	1,895.00	HMC ARCHITECTS	Contracted Services	SP		8/20/2010
11-P0015720	63.94	INLAND CUTTER SERVICE INC	Repair & Replacement Parts			8/20/2010
11-P0015721	120.00	PATRON TECHNOLOGY INC	Packaging/Mail Prep/Processing			8/20/2010
11-P0015722	2,173.18	APCO GRAPHICS INC	Non-Instructional Supplies			8/20/2010
11-P0015723	500.00	RADIO SHACK	Instructional Supplies	SP		8/20/2010
11-P0015724	811.03	AMERICAN EXPRESS	Conference Expenses	SP		8/20/2010
11-P0015725	8,126.00	ORANGE COAST PLUMBING INC	Buildings - Contracted Svcs	SP	BOND	8/20/2010
11-P0015726	2,453.95	SLUSSER TOBY	Contracted Repair Services			8/20/2010
11-P0015727	1,980.00	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	8/20/2010
11-P0015728	764.86	ADVANTAGE FITNESS PRODUCTS	Repair & Replacement Parts			8/20/2010
11-P0015729	41,435.00	WESTERN POWER SYSTEMS	Buildings - Contracted Svcs	SP	BOND	8/20/2010
11-P0015730	5,000.00	ORANGE EMPIRE CONFERENCE	Inst Dues & Memberships			8/23/2010
11-P0015731	204.45	ECS IMAGING INC	Non-Instructional Supplies	SP		8/23/2010
11-P0015732	3,856.39	XEROX CORP	Excess/Copies Useage			8/23/2010

Legend: \* = Multiple Accounts for this P.O. SP = Special Project

5.12(5)

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5.12 (6)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015733	306.16	SCANTRON	Instructional Supplies	SP		8/23/2010
11-P0015734	400.00	NCCHC NATIONAL COMMUNITY COLLEGE	Inst Dues & Memberships			8/23/2010
11-P0015735	6,073.96	STRYKER	Equipment - All Other > \$1,000	SP	BOND	8/23/2010
11-P0015736	1,062.63	KET ENTERPRISE	Books, Mags & Ref Mat, Non-Lib	SP		8/24/2010
11-P0015737	12,103.88	COMPUTERLAND OF SILICON VALLEY	Software License and Fees			8/24/2010
11-P0015738	451.70	KATEK SOLUTIONS	Equip/Software - >\$200 <\$1,000			8/24/2010
11-P0015739	440.88	BUSINESS MACHINES SECURITY	Contracted Services	SP		8/24/2010
11-P0015740	4,955.60	XPEDX PAPER CO	Instructional Supplies	SP		8/24/2010
11-P0015741	934.38	PINNACLE RADIO, INC.	Non-Instructional Supplies			8/24/2010
11-P0015742	5,500.00	HERFF JONES INC.	Non-Instructional Supplies	SP		8/24/2010
11-P0015743	1,000.00	HOME DEPOT	Non-Instructional Supplies			8/24/2010
* 11-P0015744	642.10	CDW GOVERNMENT INC.	Non-Instructional Supplies	SP		8/24/2010
11-P0015746	4,078.09	D4 SOLUTIONS INC.	Contracted Services	SP		8/24/2010
11-P0015747	500.00	DON BOOKSTORE	Instructional Supplies	SP		8/24/2010
11-P0015748	4,028.11	COMPUTERLAND OF SILICON VALLEY	Software License and Fees			8/24/2010
11-P0015749	500.00	FRY'S ELECTRONICS	Instructional Supplies	SP		8/24/2010
11-P0015750	28,870.26	DELL COMPUTER	Equipment - Federal Progs >200	SP		8/24/2010
11-P0015751	366.37	RABUN'S AUTO GLASS	Contracted Repair Services			8/24/2010
11-P0015752	277.95	ROSE BRAND WIPERS	Non-Instructional Supplies			8/24/2010
11-P0015753	874.43	ROTO ROOTER SVC	Contracted Repair Services			8/24/2010
11-P0015754	166.91	BLANKENSHIP, SHARLENE	Contracted Repair Services			8/24/2010
11-P0015755	2,415.00	INDUSTRIAL TECHNICAL SERVICES	Contracted Repair Services			8/24/2010
11-P0015756	786.90	JOB ELEPHANT COM INC	Personnel Recruiting			8/24/2010
11-P0015757	925.72	HARVEST LANDSCAPE ENTERPRISE INC	Contracted Repair Services			8/24/2010
* 11-P0015758	4,594.95	DAY LITE MAINTENANCE CO INC	Contracted Repair Services	SP		8/24/2010
11-P0015759	766.92	RAMCO REFRIGERATION & AIR	Contracted Repair Services			8/24/2010
11-P0015760	8,232.82	D4 SOLUTIONS INC.	Building Improvements	SP		8/24/2010
11-P0015761	2,815.00	STATE OF CALIFORNIA	Fingerprinting			8/24/2010
11-P0015762	2,283.00	PUBLIC ECONOMICS INC	Contracted Services	SP		8/24/2010
11-P0015763	325.00	CPP CONSULTING PSYCHOLOGISTS PRESS	Software License and Fees	SP		8/25/2010
11-P0015764	750.00	DEPT OF GENERAL SERVICES	Buildings - Licenses, Taxes	SP		8/25/2010
11-P0015765	985.00	EDUCAUSE	Conference Expenses			8/25/2010
11-P0015766	77.87	CLIC CHICANO LATINO INTER	Conference Expenses	SP		8/25/2010
11-P0015767	70.00	UC SANTA BARBARA	Conference Expenses	SP		8/25/2010
11-P0015768	35.00	UC SANTA BARBARA	Conference Expenses	SP		8/25/2010

Legend: \* = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015769	490.00	CGDAA CALIF CHILD DEV ADMIN ASSOC	Conference Expenses	SP		8/25/2010
11-P0015770	359.74	SARA W. LUNDQUIST	Conference Expenses	SP		8/25/2010
11-P0015771	45,264.49	HEWLETT PACKARD CO	Equipment - All Other > \$1,000			8/26/2010
11-P0015772	918.94	MCMAHAN BUSINESS INTERIORS	Equip/Software - >\$200 <\$1,000			8/26/2010
11-P0015773	34,686.90	DELL COMPUTER	Equipment - All Other > \$1,000			8/26/2010
11-P0015774	4,119.72	DELL COMPUTER	Equipment - All Other > \$1,000	SP		8/26/2010
11-P0015775	9,624.38	AT & T	Equipment - All Other > \$1,000			8/26/2010
11-P0015776	164.17	COUNTY OF ORANGE	Other Licenses & Fees			8/26/2010
11-P0015777	1,000.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		8/26/2010
11-P0015778	4,021.57	SPORTS PAGE SOCCER WAREHOUSE	Instructional Supplies			8/26/2010
11-P0015779	612.82	ONE SOURCE PRINT SOLUTIONS	Reproduction/Printing Expenses			8/26/2010
11-P0015780	666.75	GUNTHER'S ATHLETIC SVC	Repair & Replacement Parts			8/26/2010
11-P0015781	248.87	MIDWEST LIBRARY SVC	Library Books	SP		8/26/2010
11-P0015782	267.71	GALE GROUP	Library Books	SP		8/26/2010
11-P0015783	1,329.83	SCANTRON	Non-Instructional Supplies	SP		8/27/2010
11-P0015784	26.00	FOOTHILLS SENTRY	Books, Mags & Ref Mat, Non-Lib			8/27/2010
11-P0015785	235.00	CALIF LAND SURVEYORS ASSOC	Advertising	SP		8/27/2010
11-P0015786	1,332.00	AT&T ADVERTISING & PUBLISHING	Advertising			8/27/2010
11-P0015787	340.64	4 IMPRINT	Non-Instructional Supplies	SP		8/27/2010
11-P0015788	3,452.81	BRIDGES TRANSITIONS CO	Software License and Fees	SP		8/27/2010
11-P0015789	331.11	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		8/27/2010
11-P0015790	180.69	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies			8/27/2010
* 11-P0015791	2,231.50	IMPERIAL PRODUCTS INC	Repair & Replacement Parts			8/27/2010
11-P0015792	883.06	GUNTHER'S ATHLETIC SVC	Instructional Supplies	SP		8/27/2010
11-P0015793	1,000.00	STATER BROS	Food and Food Service Supplies	SP		8/27/2010
* 11-P0015794	11,920.95	WAXIE SANITARY SUPPLY	Equip/Software - >\$200 <\$1,000	SP	BOND	8/27/2010
11-P0015795	79,626.76	PIONEER CHEMICAL CO	Non-Instructional Supplies			8/27/2010
11-P0015796	61,713.00	R2A ARCHITECTURE	Buildings - Architects Fee	SP		8/27/2010
11-P0015797	28,970.00	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP	BOND	8/27/2010
11-P0015798	6,300.00	THE HARTFORD LIFE & ANNUITY	Self Insurance Claims			8/27/2010
11-P0015799	180.00	DE LA TORRE COMMERCIAL	Contracted Repair Services			8/27/2010
11-P0015800	450.00	WILLIAMS ROBERT	Contracted Repair Services			8/27/2010
11-P0015801	21,815.25	GLASBY MAINTENANCE SUPPLY	Non-Instructional Supplies			8/27/2010
* 11-P0015802	817.45	XEROX CORP	Excess/Copies Usage			8/27/2010
11-P0015803	2,144.00	WORLD ACCEPTANCE GROUP CORP	Contracted Services			8/27/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015804	2,059.12	D4 SOLUTIONS INC.	Contracted Services			8/27/2010
11-P0015805	10,870.65	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			8/30/2010
11-P0015806	1,305.00	BARNES & NOBLE INC	Instructional Supplies	SP		8/30/2010
11-P0015807	10,000.00	MUSICK, PEELER & GARRETT LLP	Legal Expenses			8/30/2010
11-P0015808	145.00	MKH ELECTRONICS	Contracted Repair Services			8/30/2010
11-P0015809	500.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies			8/30/2010
11-P0015810	2,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			8/30/2010
11-P0015811	81,878.00	BERNARDS BROS INC	Buildings - Construction Mgmt	SP	BOND	8/27/2010
11-P0015813	12,000.00	DON BOOKSTORE	Books Paid for Students	SP		8/30/2010
11-P0015817	5,000.00	THE DRIP COFFEE	Other Exp Paid for Students	SP		8/30/2010
11-P0015818	76.48	ENTENMANN ROVIN CO	Non-Instructional Supplies			8/30/2010
11-P0015819	225.00	IMMEL DESIGN INC	Contracted Services			8/30/2010
11-P0015820	32,000.00	DON BOOKSTORE	Books, Mags & Ref Mat, Non-Lib	SP		8/30/2010
11-P0015821	5,000.00	HELMUTH JOHN	Contracted Repair Services			8/30/2010
11-P0015822	5,500.00	CITY WINDOW CLEANERS	Contracted Services			8/30/2010
11-P0015823	2,000.00	EXECUTIVE ENVIRONMENTAL	Maint/Oper Service Agreements			8/30/2010
11-P0015824	5,000.00	ROTO ROOTER SVC	Contracted Repair Services			8/30/2010
11-P0015825	3,200.00	IBT INTEGRATED BIOMETRIC TECHNOLOGY SERVICE	Fingerprinting	SP		8/30/2010
11-P0015826	1,982.50	ADORNO YOSS ALVARADO SMITH	Legal Expenses			8/30/2010
11-P0015827	595.00	MILLER'S FAB & WELD CORP	Contracted Repair Services			8/30/2010
11-P0015828	4,380.97	HILTON ANAHEIM	Rental - Facility (Short-term)	SP		8/30/2010
11-P0015829	2,560.00	JOHNSTON INSPECTIONS	Contracted Services	SP		8/30/2010
11-P0015830	1,500.00	MOORE MEDICAL CORP	Non-Instructional Supplies	SP		8/31/2010
11-P0015831	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		8/31/2010
11-P0015832	2,000.00	PHYSICIAN SALES & SVCS	Non-Instructional Supplies	SP		8/31/2010
11-P0015833	26,321.85	WINDOW SHADES EAST	Equipment - All Other > \$1,000	SP	BOND	8/31/2010
11-P0015834	250.00	DON BOOKSTORE	Non-Instructional Supplies			8/31/2010
* 11-P0015835	1,500.00	AHART MARY ANN	Contracted Services	SP		8/31/2010
11-P0015836	87.00	MAGNA PUB INC	Books, Mags & Ref Mat, Non-Lib			8/31/2010
11-P0015837	70.00	ORANGE COUNTY TRAINING	Inst Dues & Memberships			8/31/2010
11-P0015838	500.00	MR B'S LAWNMOWER & SAW SHOP	Instructional Supplies			8/31/2010
11-P0015839	500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			8/31/2010
11-P0015840	1,050.00	SOLTANMORAD KATHRYN	Contracted Services	SP		8/31/2010
11-P0015841	11,000.00	COMMUNITY SOLUTIONS GROUP	Contracted Services	SP		8/31/2010
11-P0015842	500.00	SAN BERNARDINO COUNTY	Contracted Services	SP		8/31/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015843	1,500.00	SACNAS	District Business/Sponsorships	SP		8/31/2010
11-P0015844	3,000.00	TREESMITH ENTERPRISES INC	Maint/Oper Service Agreements			8/31/2010
11-P0015845	2,236.00	QUICKSTART INTELLIGENCE	Conference Expenses			8/31/2010
11-P0015846	2,796.00	QUICKSTART INTELLIGENCE	Conference Expenses			8/31/2010
11-P0015847	985.00	EDUCAUSE	Conference Expenses			8/31/2010
11-P0015848	2,796.00	QUICKSTART INTELLIGENCE	Conference Expenses			8/31/2010
11-P0015849	2,236.00	QUICKSTART INTELLIGENCE	Conference Expenses			8/31/2010
11-P0015850	500.00	PURCHASE POWER	Postage			8/31/2010
11-P0015851	1,259.00	DON BOOKSTORE	Books Paid for Students	SP		8/31/2010
11-P0015852	750.00	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	SP		8/31/2010
11-P0015853	386.89	ESELLING4U.COM INC	Repair & Replacement Parts			8/31/2010
11-P0015854	279.30	FIND IMPORT CORP	Repair & Replacement Parts			8/31/2010
11-P0015855	750.00	CONNECTICUT VALLEY BIOLOGICAL	Instructional Supplies	SP		8/31/2010
11-P0015856	1,000.00	FREY SCIENTIFIC/EDUC PUBL SERVICE	Instructional Supplies	SP		8/31/2010
11-P0015857	5,615.99	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		9/1/2010
11-P0015858	45.00	COUNTY OF ORANGE	Other Licenses & Fees			9/1/2010
11-P0015859	96.79	NCS PEARSON INC	Software License and Fees	SP		9/1/2010
11-P0015860	476.33	TROXELL COMM INC	Instructional Supplies			9/1/2010
11-P0015861	48.01	DELL COMPUTER	Non-Instructional Supplies			9/1/2010
* 11-P0015862	285.30	CDW GOVERNMENT INC.	Non-Instructional Supplies	SP		9/1/2010
11-P0015863	2,999.98	DELL COMPUTER	Equipment - Federal Progs >200	SP		9/1/2010
11-P0015864	2,160.00	SARS SOFTWARE PRODUCTS INC	Software License and Fees	SP		9/1/2010
11-P0015865	1,665.29	AMTECH ELEVATOR SERVICES	Maint/Oper Service Agreements			9/1/2010
11-P0015866	3,561.19	DELL COMPUTER	Equipment - Federal Progs >200	SP		9/1/2010
11-P0015867	2,107.99	WACO FILTERS	Repair & Replacement Parts			9/1/2010
11-P0015868	4,120.78	CAL MED DIVERSIFIED INC	Instructional Supplies			9/1/2010
11-P0015869	9,747.22	MCKESSON GENERAL MEDICAL CORP	Instructional Supplies			9/1/2010
11-P0015870	129.63	CREATIVE HEALTH PRODUCTS	Instructional Supplies			9/1/2010
11-P0015871	710.31	BADGE-A-MINIT	Non-Instructional Supplies	SP		9/1/2010
11-P0015872	1,314.69	SHIFFLER EQUIPMENT SALES INC	Instructional Supplies	SP		9/1/2010
11-P0015873	3,316.87	WE DO GRAPHICS INC	Reproduction/Printing Expenses			9/1/2010
11-P0015874	553.81	LIBERTY PAPER & PRINTING	Non-Instructional Supplies	SP		9/1/2010
11-P0015875	1,511.63	WE DO GRAPHICS INC	Reproduction/Printing Expenses			9/1/2010
11-P0015876	296.58	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		9/1/2010
11-P0015878	1,047.59	MCMAHAN BUSINESS INTERIORS	Equipment - Federal Progs >200	SP		9/2/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015879	1,450.00	DON BOOKSTORE	Other Exp Paid for Students	SP		9/2/2010
11-P0015880	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/2/2010
11-P0015881	1,500.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies			9/2/2010
11-P0015882	200.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/2/2010
11-P0015883	6,483.38	MORTARA INSTRUMENT	Instructional Supplies			9/2/2010
11-P0015884	200.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/2/2010
11-P0015885	200.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/2/2010
11-P0015886	408.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/2/2010
11-P0015887	886.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/2/2010
11-P0015888	300.00	DON BOOKSTORE	Instructional Supplies	SP		9/2/2010
11-P0015889	1,243.78	WESTERN POWER SYSTEMS	Contracted Repair Services			9/2/2010
11-P0015890	29,140.00	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP	BOND	9/3/2010
11-P0015891	7,900.00	DON BOOKSTORE	Instructional Supplies	SP		9/3/2010
11-P0015892	1,299.00	DON BOOKSTORE	Non-Instructional Supplies	SP		9/3/2010
11-P0015893	47.04	HVAC AIR COMMAND INC	Repair & Replacement Parts			9/3/2010
11-P0015894	1,500.00	HOME DEPOT	Instructional Supplies	SP		9/3/2010
11-P0015895	500.00	GRAINGER	Instructional Supplies			9/3/2010
11-P0015896	1,000.00	APEX AUDIO INC	Instructional Supplies	SP		9/3/2010
11-P0015897	1,000.00	CALIF STAGE & LIGHTING	Instructional Supplies	SP		9/3/2010
11-P0015898	180.00	MARCOM COMMUNICATIONS SYSTEM	Contracted Repair Services			9/3/2010
11-P0015899	533.30	FRANKLIN AIR CONDITIONING	Contracted Repair Services			9/3/2010
11-P0015900	500.00	MAQUINSAL SEWING MACHINE CO	Repair & Replacement Parts			9/3/2010
11-P0015901	128.55	XEROX CORP	Non-Instructional Supplies	SP		9/3/2010
11-P0015902	5,000.00	HOME DEPOT	Instructional Supplies			9/3/2010
11-P0015903	800.00	MARSHALL MUSIC	Instructional Supplies	SP		9/3/2010
11-P0015904	500.00	AARDVARK CLAY & SUPPLIES	Instructional Supplies	SP		9/3/2010
11-P0015905	762.00	TK SERVICES, INC.	Instructional Supplies			9/3/2010
11-P0015906	3,109.68	WATERLINE TECHNOLOGIES	Contracted Repair Services	SP		9/3/2010
11-P0015907	528.00	CARRIER TRANSICOLD	Instructional Supplies	SP		9/3/2010
11-P0015908	1,500.00	RUSH TRUCK CTR	Instructional Supplies	SP		9/3/2010
11-P0015909	12,506.25	STUDICA INC	Software License and Fees	SP		9/3/2010
11-P0015910	2,310.00	SCHOOL SVCS OF CALIF INC	Contracted Services			9/3/2010
11-P0015911	500.00	WESTRUX INT'L	Instructional Supplies	SP		9/3/2010
11-P0015912	1,325.00	DIX METALS	Instructional Supplies			9/3/2010
* 11-P0015913	1,278.00	CITY OF VERNON	Instructional Agrmt - Salary			9/3/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015914	6,000.00	GANAHL LUMBER CO	Instructional Supplies			9/3/2010
11-P0015915	1,017.12	FRANKLIN AIR CONDITIONING	Contracted Repair Services			9/3/2010
11-P0015916	900.00	JOHNSTON INSPECTIONS	Contracted Services	SP		9/3/2010
11-P0015917	10,315.63	KNORR SYSTEMS INC	Building Improvements	SP		9/3/2010
11-P0015918	14,653.50	KNORR SYSTEMS INC	Building Improvements	SP		9/3/2010
* 11-P0015919	500.00	SACNAS	District Business/Sponsorships	SP		9/3/2010
11-P0015920	380.63	ESRI INC	Software License and Fees	SP		9/3/2010
11-P0015921	315.00	CCCCIO	Conference Expenses	SP		9/3/2010
11-P0015922	650.00	PACIFIC LAND BUILDERS	Buildings - Contracted Svcs	SP	BOND	9/3/2010
11-P0015923	4,560.00	MORRIS JOHN THOMAS	Buildings - Contracted Svcs	SP	BOND	9/3/2010
11-P0015924	1,443.20	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP	BOND	9/3/2010
11-P0015925	1,254.99	COR O VAN MOVING	Buildings - Relocation/Moving	SP	BOND	9/3/2010
11-P0015926	1,337.00	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP	BOND	9/3/2010
11-P0015927	285.00	ACBO ASSOC OF CHIEF	Conference Expenses			9/3/2010
11-P0015928	508.52	HARDASH PETER JOHN	Conference Expenses			9/3/2010
11-P0015929	85.00	ACBO ASSOC OF CHIEF BUSINESS O	Conference Expenses			9/3/2010
11-P0015930	2,112.00	SIMBIOTIC SOFTWARE	Instructional Software	SP		9/3/2010
11-P0015931	700.00	DON BOOKSTORE	Books, Mags & Ref Mat, Non-Lib			9/7/2010
11-P0015932	1,800.00	TED JOHNSON PROPANE	Instructional Supplies			9/7/2010
11-P0015933	1,607.00	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	SP		9/7/2010
11-P0015934	14,900.00	TURNOUT MAINTENANCE COMPANY, LLC	Repair & Replacement Parts			9/7/2010
11-P0015935	900.00	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		9/7/2010
11-P0015936	10,000.00	PACIFIC COACHWAYS CHARTER	Transportation - Student			9/7/2010
11-P0015937	300.00	UNITED RENTALS	Instructional Supplies	SP		9/7/2010
11-P0015938	325.00	KAPLAN	Instructional Supplies	SP		9/7/2010
11-P0015939	278.35	ORANGE CYCLE	Non-Instructional Supplies			9/7/2010
11-P0015940	11.38	NOVA SOLUTIONS INC	Non-Instructional Supplies			9/7/2010
11-P0015941	4,939.00	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP	BOND	9/3/2010
11-P0015942	800.00	NAT'L. HEAD START ASSOC.	Inst Dues & Memberships	SP		9/7/2010
11-P0015943	1,213.41	MEDCO SPORTS MEDICINE AND	Instructional Supplies	SP		9/7/2010
11-P0015944	2,691.79	MEDCO SPORTS MEDICINE AND	Instructional Supplies	SP		9/7/2010
11-P0015945	766.67	MEDCO SPORTS MEDICINE AND	Instructional Supplies	SP		9/7/2010
11-P0015946	549.13	MEDCO SPORTS MEDICINE AND	Instructional Supplies	SP		9/7/2010
11-P0015947	8,817.00	AMERICAN MAILING PRINTING &	Packaging/Mail Prep/Processing	SP		9/7/2010
11-P0015948	13,529.99	RYDIN DECAL	Non-Instructional Supplies	SP		9/7/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015949	1,262.59	COLLEGESOURCE INC	Internet Services	SP		9/7/2010
11-P0015950	40.00	EDUCAUSE	Software License and Fees			9/7/2010
11-P0015951	3,369.23	SHIFFLER EQUIPMENT SALES INC	Non-Instructional Supplies			9/7/2010
11-P0015952	358.82	AMERICAN 3B SCIENTIFIC	Instructional Supplies	SP		9/8/2010
11-P0015953	1,356.12	HOME DEPOT	Equip/Software - >\$200 <\$1,000			9/8/2010
11-P0015954	1,011.38	IMAGE PRINTING SOLUTIONS	Reproduction/Printing Expenses	SP		9/8/2010
11-P0015955	3,534.38	IMAGE PRINTING SOLUTIONS	Non-Instructional Supplies	SP		9/8/2010
11-P0015956	1,533.38	IMAGE PRINTING SOLUTIONS	Non-Instructional Supplies	SP		9/8/2010
11-P0015957	350.00	RECORDING FOR THE BLIND	Inst Dues & Memberships	SP		9/8/2010
11-P0015958	1,286.88	GLASBY MAINTENANCE SUPPLY	Non-Instructional Supplies	SP		9/8/2010
11-P0015959	2,330.46	GLASBY MAINTENANCE SUPPLY	Non-Instructional Supplies	SP		9/8/2010
11-P0015960	396.99	MIDWEST LIBRARY SVC	Library Books	SP		9/8/2010
11-P0015961	2,019.48	GUNTHER'S ATHLETIC SVC	Instructional Supplies	SP		9/8/2010
11-P0015962	316.21	GUNTHER'S ATHLETIC SVC	Instructional Supplies	SP		9/8/2010
11-P0015963	2,221.95	SVM LP	Other Exp Paid for Students	SP		9/8/2010
11-P0015964	3,718.03	XPEDX PAPER CO	Non-Instructional Supplies	SP		9/8/2010
11-P0015965	593.75	OAK HILL PUBLISHING	Non-Instructional Supplies	SP		9/9/2010
11-P0015966	2,096.65	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/9/2010
11-P0015967	1,705.58	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/9/2010
11-P0015968	475.48	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/9/2010
11-P0015969	32.61	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		9/9/2010
11-P0015970	267.82	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/9/2010
11-P0015971	268.80	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/9/2010
11-P0015972	91.79	LIFE-ASSIST, INC.	Instructional Supplies			9/9/2010
11-P0015973	162.37	MICHAEL A. GRAY	Non-Instructional Supplies			9/9/2010
11-P0015974	2,017.26	TOP HAT PRODUCTIONS	Food and Food Service Supplies			9/9/2010
11-P0015975	135.13	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			9/9/2010
11-P0015976	6,272.25	SHIFFLER EQUIPMENT SALES INC	Non-Instructional Supplies			9/9/2010
11-P0015977	146.10	AOTA	Instructional Supplies	SP		9/9/2010
11-P0015978	425.85	FINNEY CO	Instructional Supplies	SP		9/9/2010
11-P0015979	135.06	HARRIS INFOSOURCE	Instructional Supplies	SP		9/9/2010
11-P0015980	695.16	JIST PUB	Instructional Supplies	SP		9/9/2010
11-P0015981	3,395.39	RELIABLE GRAPHICS	Buildings - Blueprint/Reprod	SP	BOND	9/9/2010
11-P0015982	167.25	PARADISE BAKERY & CAFE	Food and Food Service Supplies	SP		9/9/2010
11-P0015983	3,522.57	DEFOE FURNITURE 4 KIDS	Non-Instructional Supplies	SP		9/9/2010

Legend: \* = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015984	300.00	CCCCIO	Inst Dues & Memberships			9/9/2010
11-P0015985	500.00	GARDEN GROVE CHAMBER	Inst Dues & Memberships			9/9/2010
11-P0015986	1,332.19	IMAGE PRINTING SOLUTIONS	Non-Instructional Supplies	SP		9/9/2010
11-P0015987	1,302.28	GLASBY MAINTENANCE SUPPLY	Equipment - Federal Progs >200	SP		9/10/2010
11-P0015988	14,950.00	PEOPLE SUPPORT RAPIDTEXT	Contracted Services	SP		9/10/2010
11-P0015989	10,440.00	ACER SPRINGWOOD INDUSTRIAL INC.	Equipment - Federal Progs >200	SP		9/10/2010
11-P0015990	991.23	SARGENT WELCH	Instructional Supplies	SP		9/10/2010
11-P0119104	774.01	GENERAL BINDING CORP	Maint Contract - Office Equip	SP		8/17/2010
* 11-P0119167	1,988.76	XEROX CORP	Excess/Copies Usage			8/9/2010
* 11-P0119168	3,360.57	XEROX CORP	Excess/Copies Usage			8/12/2010
* 11-P0119174	1,695.13	XEROX CORP	Excess/Copies Usage			8/9/2010
* 11-P0119175	3,988.86	XEROX CORP	Excess/Copies Usage			8/9/2010
11-P0119176	2,361.83	XEROX CORP	Lease Agreement - Equipment			8/12/2010
11-P0119177	4,200.00	ORKIN PEST CONTROL	Maint/Oper Service Agreements			8/10/2010
* 11-P0119178	2,361.83	XEROX CORP	Excess/Copies Usage			8/12/2010
11-P0119179	2,200.00	OMEGA ELEVATOR CORP	Contracted Services			8/12/2010
* 11-P0119180	455.30	XEROX CORP	Excess/Copies Usage	SP		8/12/2010
* 11-P0119181	7,912.32	XEROX CORP	Excess/Copies Usage			8/16/2010
* 11-P0119182	6,622.84	XEROX CORP	Excess/Copies Usage			8/18/2010
* 11-P0119183	442.53	XEROX CORP	Excess/Copies Usage			8/19/2010
11-P0119184	1,482.00	SCANTRON CORP	Maint Contract - Office Equip	SP		8/20/2010
* 11-P0119185	541.73	XEROX CORP	Excess/Copies Usage	SP		8/20/2010
* 11-P0119186	5,205.09	XEROX CORP	Excess/Copies Usage	SP		8/20/2010
* 11-P0119187	9,243.79	XEROX CORP	Excess/Copies Usage	SP		8/20/2010
* 11-P0119188	517.86	XEROX CORP	Excess/Copies Usage	SP		8/20/2010
11-P0119189	914.29	XEROX CORP	Maint Contract - Office Equip	SP		8/25/2010
* 11-P0119190	566.84	XEROX CORP	Excess/Copies Usage	SP		8/25/2010
11-P0119191	1,301.74	XEROX CORP	Excess/Copies Usage			8/25/2010
* 11-P0119192	429.48	XEROX CORP	Maint Contract - Office Equip	SP		8/25/2010
* 11-P0119193	5,115.60	XEROX CORP	Excess/Copies Usage			8/25/2010
11-P0119194	6,499.86	XEROX CORP	Lease Agreement - Equipment			8/25/2010
* 11-P0119195	7,543.03	XEROX CORP	Excess/Copies Usage			8/25/2010
11-P0119196	849.00	PARADISE SPRINGS DRINKING WATER	Drinking Water Service	SP		8/30/2010
* 11-P0119197	319.50	XEROX CORP	Excess/Copies Usage	SP		8/31/2010
11-P0119198	97,753.25	COMPUTERLAND OF SILICON VALLEY	Software Support Service			9/2/2010

Legend: \* = Multiple Accounts for this P.O. SP = Special Project

5.12 (13)

5.12 (14)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0119199	279,000.00	ORANGE COUNTY SHERIFF CORONER	Instructional Agrmt - Salary			9/2/2010
11-P0119200	111,600.00	ORANGE COUNTY SHERIFF CORONER	Instructional Agrmt - Facility			9/2/2010
11-P0119201	572.11	XEROX CORP	Maint Contract - Office Equip	SP		9/3/2010
11-P0119202	1,740.00	CARDIAC SCIENCE	Maint Contract - Other Equip			9/3/2010

Grand Total: \$ 5,481,261.95

Legend: \* = Multiple Accounts for this P.O.

SP = Special Project

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM AUGUST 7, 2010 THROUGH SEPTEMBER 11, 2010  
BOARD MEETING OF SEPTEMBER 27, 2010**

P.O. #	Amount	Description	Department	Comment
11-P0015593	\$156,000.00	Programming services to provide assistance in the implementation of third party solutions and Datatel customization	DO-ITS	Board approved: June 21, 2010
11-P0015610	\$1,843,284.00	Annual premium for Workers' Compensation, 2010-2011 fiscal year	DO-Risk Management	Board approved: September 11, 2006
11-P0015611	\$696,717.00	ASCIP 2010-2011 premium and reinsurance premium, SELF premium, ASCIP booster coverage and ASCIP storage tank liability	DO-Risk Management	Board approved: September 11, 2006
11-P0015612	\$27,000.00	Architectural/engineering services related to updates of the Initial Project Proposals (IPPs) and Final Project Proposals (FPPs) for Santa Ana College and Santiago Canyon College as well as preparation of the Five-Year Construction Plan for the District	DO-Facility Planning	Board approved: July 26, 2010
11-P0015615	\$44,704.54	Emergency repairs to the main electrical duct bank at Santiago Canyon College, Science Building	DO-Facility Planning	Board approved: July 26, 2010
11-P0015621	\$24,364.00	Reimbursable expenses related to the construction management services of Santa Ana College, Child Development Center project	DO-Facility Planning	Board approved: July 26, 2010
11-P0015622	\$41,300.00	Civil engineering services to create a final parcel map for Santa Ana College incorporating the recently purchased parcels of land	DO-Facility Planning	Board approved: July 26, 2010

5.12 (15)

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM AUGUST 7, 2010 THROUGH SEPTEMBER 11, 2010  
BOARD MEETING OF SEPTEMBER 27, 2010**

5.12 (16)	P.O. #	Amount	Description	Department	Comment
	11-P0015623	\$48,913.46	Additional DSA fees due to construction cost augmentation related to Gymnasium project at Santa Ana College	DO-Facility Planning	
	11-P0015624	\$72,500.00	Engineering services to provide energy conservation study/report for Santa Ana College	DO-Facility Planning	Board approved: July 26, 2010
	11-P0015642	\$36,995.00	Community College League of California (CCLC) annual membership for fiscal year 2010/2011	DO-Chancellor's Office	
	11-P0015656	\$19,794.20	Purchase and installation of Raypack Hi Delta 1262B pool heater	SAC- Maintenance & Operations	Received Quotations: 1) *Waterline Technologies, Inc. 2) Southern California Boiler 3) Orange Coast Plumbing *Successful Bidder
	11-P0015664	\$60,000.00	Blanket PO to cover legal services for all facility and district construction matters for 2010/2011 fiscal year	DO-Facility Planning	Board approved: March 23, 2009
	11-P0015667	\$305,000.00	ADA upgrades to the Santa Ana College, Baseball Complex	DO-Facility Planning	Bid #1163 Board approved: July 27, 2010
	11-P0015672	\$17,623.00	Overlay to existing asphalt areas and additional (74) tons asphalt at concrete flow line due to new engineering design at Santa Ana College, Child Development Center	SAC-Maintenance & Operations	Received Quotations: 1) *Triangle Enterprises 2) De La Torre Commercial Interiors, Inc. *Successful Bidder
	11-P0015717	\$171,467.00	Student and Athlete insurance premiums for 2010-2011 school year for Santa Ana College and Santiago Canyon College	DO-Risk Management	Annual premiums for students participating in college activities

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM AUGUST 7, 2010 THROUGH SEPTEMBER 11, 2010  
BOARD MEETING OF SEPTEMBER 27, 2010**

P.O. #	Amount	Description	Department	Comment
11-P0015729	\$41,435.00	Installation and programming of digital camera system in the classrooms of the Child Development Center at Santa Ana College including operational training of staff	DO-Facility Planning	Purchased from the same vendor that provided and maintains the existing camera surveillance system for the entire Santa Ana College site. It is in the best interest of the District to maintain continuity throughout the campus and support the existing security systems.
11-P0015750	\$28,870.26	Dell computers and related components	DO-ITS	Purchased from the Western States Contracting Alliance (WSCA) master agreement #B27160 Board Approved: November 16, 2009
11-P0015771	\$45,264.49	HP servers and related components	DO-ITS	Purchased from the Western States Contracting Alliance (WSCA) master agreement #B27164 Board Approved: November 16, 2009
11-P0015773	\$34,686.90	Dell computers and related components	DO-ITS	Purchased from the Western States Contracting Alliance (WSCA) master agreement #B27160 Board Approved: November 16, 2009
11-P0015795	\$79,626.76	Paper hand towels and toilet tissues for Santa Ana College	SAC-Maintenance & Operations	Bid #1088 Board approved: August 25, 2008
11-P0015796	\$61,713.00	Architectural services related to access compliance, fire life safety and seismic code compliance for the Santiago Canyon College Orange Education Center	DO-Facility Planning	Board approved: July 26, 2010
11-P0015797	\$28,970.00	Site changes to include flatwork, curbs, signage, striping and asphalt sealing in compliance with the ADA 'Path of Travel' requirement	DO-Facility Planning	Received Quotations: 1) *De La Torre Commercial Interiors, Inc. 2) Ben's Asphalt, Inc. *Successful Bidder

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM AUGUST 7, 2010 THROUGH SEPTEMBER 11, 2010  
BOARD MEETING OF SEPTEMBER 27, 2010**

5.12 (18)

P.O. #	Amount	Description	Department	Comment
11-P0015801	\$21,815.25	Trash liners	SAC-Maintenance & Operations	Bid #1088 Board approved: August 25, 2008
11-P0015811	\$81,878.00	Pre-construction services related to site improvements and infrastructure repairs at Santa Ana College	DO-Facility Planning	Board approved: July 26, 2010
11-P0015820	\$32,000.00	Blanket PO for book vouchers for Middle College High School students	SAC-MCHS	
11-P0015833	\$26,321.85	Window treatment for Santa Ana College, Child Development Center	DO-Facility Planning	Received Quotations: 1) *Window Shades East 2) Tri-Star Interiors, Inc. *Successful Bidder
11-P0015890	\$29,140.00	Removal of asphalt for new concrete 'V' gutter behind Child Development Center at Santa Ana College	DO-Facility Planning	Received Quotations: 1) *De La Torre Commercial Interiors, Inc. 2) Triangle Enterprises, Inc. *Successful Bidder
11-P0119198	\$97,753.25	Annual renewal of microsoft campus agreement for Santa Ana College and Santiago Canyon College	DO-ITS	Board approved: October 13, 2008
11-P0119199	\$279,000.00	Vocational education for the Inmate Education program	SCC-OEC	Board approved: May 24, 2010
11-P0119200	\$111,600.00	Continuing education for the Inmate Education program	SCC-OEC	Board approved: May 24, 2010

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS AND FISCAL SERVICES**

<b>To:</b>	<b>Board of Trustees</b>	<b>Date:</b> September 27, 2010
<b>Re:</b>	<b>Adoption of Master Sub-Agreement for Entrepreneurship Career Pathways Project and Authorization to Allocate Project Funds to Sub-Recipients</b>	
<b>Action:</b>	<b>Request for Approval</b>	

**BACKGROUND**

The District has been awarded the Entrepreneurship Career Pathways Project grant, by the California Community Colleges Chancellor's Office, to disseminate funds to designated community college districts in order to implement the "Young Entrepreneurs Project." The project targets youth, ages 14 -27, in order to replace misconceptions of vocational education and blue-collar jobs with increased awareness of and aspirations to self-employment as a legitimate lifetime career path providing reliable living wages.

**ANALYSIS**

The Chancellor's Office has designated 10 districts (including RSCCD) to receive allocations through this grant. Those districts and their respective allocations are: Cabrillo (\$20,000); Kern (\$10,000); Los Rios (\$15,000); Merced (\$15,000); Mira Costa (\$15,000); Napa (\$20,000); Rancho Santiago (\$35,000); San Mateo (\$15,000); Shasta (\$20,000); and Southwestern (\$15,000).

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the master sub-agreement for this program and authorize the Vice Chancellor, Business Operations/Fiscal Services to execute these agreements with the community college districts designated by the Chancellor's Office of the California Community Colleges.

<b>Fiscal Impact:</b>	<b>\$180,000</b>	<b>Board Date:</b> September 27, 2010
<b>Prepared by:</b>	<b>John Didion, Exec. Vice Chancellor, Human Resources &amp; Ed. Services</b>	
<b>Submitted by:</b>	<b>Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services</b>	
<b>Recommended by:</b>	<b>Dr. Raul Rodriguez, Chancellor</b>	

**GRANT SUB-AGREEMENT BETWEEN  
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
AND  
\_\_\_\_\_ COMMUNITY COLLEGE DISTRICT**

This Grant Sub-Agreement (hereinafter "**Agreement**") is entered into between Rancho Santiago Community College District (hereinafter "**RSCCD**") and the \_\_\_\_\_ **COMMUNITY COLLEGE DISTRICT** (hereinafter "**SUBCONTRACTOR**").

WHEREAS, RSCCD was awarded a "Entrepreneurship Career Pathways Project" grant, (hereinafter "**Grant**"), Grant #09-172-041, from the California Community Colleges Chancellor's Office, Economic and Workforce Development Career Technical Education Division, to disseminate funds to community colleges for them to continue to implement the "Young Entrepreneurs Project" (hereinafter "**Project**"), to replace misconceptions of vocational education and blue-collar jobs with increased awareness of and aspirations to self-employment as a legitimate lifetime career path providing reliable living wages.

WHEREAS, **SUBCONTRACTOR** has agreed to participate in the purpose of the Grant, and

WHEREAS, RSCCD has the right to enter into agreements with outside entities for various services with the approval of the Board of Trustees,

NOW, THEREFORE the RSCCD and **SUBCONTRACTOR** do covenant and agree as follows:

**ARTICLE I**

1. **Statement of Work**

Continue to provide Young Entrepreneurship Project (YEP) services within **SUBCONTRACTOR**'s service territory. The purpose of the YEP is to bring business ownership concepts to youth ages 14-27 while increasing awareness of and aspirations to self-employment as a legitimate career path.

2. **Period of Performance**

The period of performance for this Agreement shall be from September 27, 2010 through March 31, 2011.

3. **Total Cost**

The total cost to RSCCD for performance of this Agreement shall not exceed \$\_\_\_\_\_.

4. **Reporting**

**SUBCONTRACTOR** is responsible for completion and submission of the Quarterly Year-To-Date Expenditure Reports and Quarterly Progress Reports, according to the following schedule: October 15, January 15, and April 15<sup>th</sup>. The Final Expenditure and Narrative Summary Reports are due by April 15<sup>th</sup>.

5. **Expenditure of Grant Funds.**

**SUBCONTRACTOR** agrees to comply with all Grant requirements and that it is solely responsible for the appropriate expenditure of all Grant funds received and for any misappropriation or disallowment of Grant funds.

6. Record Keeping

SUBCONTRACTOR agrees to maintain project records for possible audit for a minimum of three (3) years after final payment or until any audit findings have been resolved, unless a longer period of records retention is stipulated.

7. Audit

SUBCONTRACTOR agrees that RSCCD, the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. SUBCONTRACTOR agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, SUBCONTRACTOR agrees to include a similar right of RSCCD, the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to performance of this Agreement.

8. Mutual Indemnification

Both parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, 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 activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence of the non-indemnifying party or any of its agents or employees.

9. Notices

All notices, reports and correspondence between the parties hereto respecting this Agreement shall be in writing and deposited in the United States Mail, postage prepaid, addressed as follows:

Rancho Santiago Community College District  
Enrique Perez  
Assistant Vice Chancellor Educational Services  
2323 N. Broadway, Ste. 350  
Santa Ana, CA 92706-1640  
(714) 480-6410  
perez\_enrique@rsccd.edu

\_\_\_\_\_ Community College District  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ARTICLE II**

**1. Legal Terms and Conditions**

Both RSCCD and SUBCONTRACTOR, will implement the project according to the Grant Agreement Legal Terms and Conditions, Article I, Rev. 07/09 and Article II, Rev. 04/08.

This Agreement represents the entire understanding between RSCCD and SUBCONTRACTOR with respect to the Grant. No change, modification, extension, termination or waiver of this Agreement, or any of the provisions herein contained, shall be valid unless made in writing and signed by duly authorized representatives of the parties hereto.

**RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT**

\_\_\_\_\_  
**COMMUNITY COLLEGE DISTRICT**

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

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

Name: Peter J. Hardash

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

Vice Chancellor

Title: Business Operations/Fiscal Services

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

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

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

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
Educational Services

<b>To:</b> Board of Trustees	<b>Date:</b> September 27, 2010
<b>Re:</b> Approval of Resource Development Items	
<b>Action:</b> Request for Approval	

**ANALYSIS**

Items for the following categorical programs for FY 2010/2011 have been developed:

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>						
<p>1. <b>ARCHES Linked Learning Professional Development (SAC)</b> Funding from the Alliance for Regional Collaboration to Heighten Educational Success (ARCHES) to strengthen the experiential and knowledge base of SAC and SAUSD high school counselors who work with the Multiple Pathways students in SAC's Career Academy Scholars Program, and to create a College and Careers curriculum as part of a district-wide effort to more deeply educate students about post-secondary education and career paths. (10/11)</p>	6/17/10	\$9,000						
<p>2. <b>Early Head Start Expansion (District)</b> Year two of a two-year grant award from the U.S. Dept of Health and Human Services, Administration for Children and Families, to support enrollment of additional children and families into Early Head Start programs. (10/11)</p> <table border="0"> <tr> <td>Year Two Operating Budget</td> <td align="right">\$1,729,000</td> <td></td> </tr> <tr> <td>Year Two Operating Training/Technical Assistance</td> <td align="right">\$ 86,450</td> <td></td> </tr> </table>	Year Two Operating Budget	\$1,729,000		Year Two Operating Training/Technical Assistance	\$ 86,450		9/1/2010	\$1,815,450
Year Two Operating Budget	\$1,729,000							
Year Two Operating Training/Technical Assistance	\$ 86,450							
<p>3. <b>Tech Prep Demonstration Site Grant (SCC)</b> Grant award from the California Department of Education, of Vocational Education and Tech Prep funds, to create a pathway from Villa Park High School's Business and Finance Program to SCC's business programs. (10/11)</p>	7/1/10	\$100,000						

**RECOMMENDATION**

It is recommended that these items be approved and that the Vice Chancellor, Business Operations/Fiscal Services, or his designee, be authorized to enter into related contractual agreements on behalf of the district.

<b>Fiscal Impact:</b> \$1,924,450	<b>Board Date:</b> September 27, 2010
<b>Item Prepared by:</b> Sarah Santoyo, Director of Grants/Resource Development	
<b>Item Submitted by:</b> Enrique Perez, Assistant Vice Chancellor, Educational Services	
<b>Item Recommended by:</b> Dr. Raúl Rodriguez, Chancellor	

**SPECIAL PROJECT DETAILED BUDGET #3312**  
**NAME: ARCHES Linked Learning Professional Development**  
**FISCAL YEAR: 2010/2011**

CONTRACT TERM: 6/1/10 - 8/31/10  
 CONTRACT AMOUNT: \$9,000

PROJ ADM: Sara Lundquist  
 PROJ DIR: Lilia Tanakeyowma

Account Strings	Description	Revised	
		Debit	Credit
<b>TOP Code - 000000 - Income Account</b>			
12-3312-000000-10000-8891	Other Local Rev - Special P		9,000
<b>TOP Code - 675000 - Staff Development</b>			
12-3312-631000-15310-1430	Counselor - Part Time		
12-3312-631000-15310-1435	Counselor - Int/Sum Part Time	1,767	
12-3312-631000-15310-3115	STRS - Non-Instructional :	146	
12-3312-631000-15310-3325	Medicare - Non-Instructiona	26	
12-3312-631000-15310-3435	H & W Ret Fnd - Non-Instructional	18	
12-3312-631000-15310-3515	SUI - Non-Instructional : S	13	
12-3312-631000-15310-3615	WCI - Non-Instructional : S	39	
12-3312-675000-19100-1480	Instructors - PT Reassigned	1671	
12-3312-675000-19100-1483	Instructors - Bey Contract Reassign	0	
12-3312-675000-19100-1484	Int/Sum Instr - Bey Contr Reassign	0	
12-3312-675000-19100-1485	Int/Sum Instr - PT Reassigned	0	
12-3312-675000-19100-3315	STRS - Non-Instructional :	138	
12-3312-675000-19100-3325	Medicare - Non-Instructiona	24	
12-3312-675000-19100-3435	H & W Ret Fnd - Non-Instructional	17	
12-3312-675000-19100-3515	SUI - Non-Instructional : S	12	
12-3312-675000-19100-3615	WCI - Non-Instructional : S	37	
12-3312-675000-19100-4710	Food & Food Services	492	
12-3312-675000-19100-5100	Contracted Services : Stude	4,000	
12-3312-675000-19100-5220	Mileage	100	
<b>TOP Code - 602000 - Curriculum Development</b>			
12-3312-602000-19100-5940	Printing Reproduction	500	
		9,000	9,000

**SPECIAL PROJECT DETAILED BUDGET #1271  
NAME: EARLY HEAD START, YEAR 2  
FISCAL YEAR: 2010/11**

CONTRACT PERIOD: 9/30/10 - 9/29/11  
CONTRACT INCOME: \$ 1,729,000

PRJ. ADMIN. ENRIQUE PEREZ  
PRJ. DIR. DEE TUCKER

Date: 08/24/2010

GL ACCOUNT					Proposed Budget	
33	1271	00000	50000	8199	Other Federal Revenues : Dist	1,729,000
33	1271	672000	50000	5865	Indirect Costs : District Operations	66,500
33	1271	692000	53328	1210	Academic Management : CDC S	25,999
33	1271	692000	53328	1270	Child Development Teachers	153,683
33	1271	692000	53328	2130	Classified Employees : CDC	6,341
33	1271	692000	53328	2320	Classified Employees - Hour	80,388
33	1271	692000	53328	2340	Student Assistants - Hourly	63,641
33	1271	692000	53328	3115	STRS - Non-Instructional :	14,824
33	1271	692000	53328	3215	PERS - Non-Instructional :	9,280
33	1271	692000	53328	3315	OASDHI - Non-Instructional	5,377
33	1271	692000	53328	3325	Medicare - Non-Instructiona	4,912
33	1271	692000	53328	3335	PARS - Non-Instructional :	827
33	1271	692000	53328	3415	H & W - Non-Instructional :	48,414
33	1271	692000	53328	3435	H & W - Retiree Fund Non-In	3,388
33	1271	692000	53328	3515	SUI - Non-Instructional : C	2,371
33	1271	692000	53328	3615	WCI - Non-Instructional : C	7,453
33	1271	692000	53328	3915	Other Benefits - Non-Instru	8,728
33	1271	692000	53328	4310	Instructional Supplies : CD	8,000
33	1271	692000	53328	4610	Non-Instructional Supplies	27,536
33	1271	692000	53328	4710	Food and Food Service Suppl	5,000
33	1271	692000	53329	1210	Academic Management : CDC A	115,606
33	1271	692000	53329	1270	Child Development Teachers	97,920
33	1271	692000	53329	1410	Part-Time Academic Manageme	5,849
33	1271	692000	53329	2130	Classified Employees : CDC	111,335
33	1271	692000	53329	2310	Classified Employees - Ongo	14,264
33	1271	692000	53329	2320	Classified Employees - Hour	0
33	1271	692000	53329	3115	STRS - Non-Instructional :	18,098
33	1271	692000	53329	3215	PERS - Non-Instructional :	13,439
33	1271	692000	53329	3315	OASDHI - Non-Instructional	8,715
33	1271	692000	53329	3325	Medicare - Non-Instructiona	5,152
33	1271	692000	53329	3335	PARS - Non-Instructional :	0
33	1271	692000	53329	3415	H & W - Non-Instructional :	60,714
33	1271	692000	53329	3435	H & W - Retiree Fund Non-In	3,553
33	1271	692000	53329	3515	SUI - Non-Instructional : C	2,487
33	1271	692000	53329	3615	WCI - Non-Instructional : C	7,817
33	1271	692000	53329	3915	Other Benefits - Non-Instru	10,326
33	1271	692000	53329	4310	Instructional Supplies : CD	0
33	1271	692000	53329	4610	Non-Instructional Supplies	0

6.1 (3)

President Approval:  
Prepared by: Maria Gil

Board Approved: September 27, 2010  
Accountant: Felix Panganiban



**SPECIAL PROJECT DETAILED BUDGET #1276**  
**NAME: EARLY HEAD START, TRAINING AND TECHNICAL ASSISTANCE, YEAR 2**  
**FISCAL YEAR: 2010/11**

CONTRACT PERIOD: 9/30/10 - 9/29/11  
 CONTRACT INCOME: \$ 86,450

PRJ. ADMIN. ENRIQUE PEREZ  
 PRJ. DIR. DEE TUCKER

Date: 08/24/2010

GL ACCOUNT					Proposed Budget	
33	1276	000000	50000	8199	Other Federal Revenues : District Operations	86,450
33	1276	672000	50000	5865	Indirect Costs : District Operations	3,325
33	1276	675000	53329	5210	Conference Expenses :	47,000
33	1276	692000	53329	5100	Contracted Services : CDC A	28,525
33	1276	692000	53329	5230	District In-Service Activit	7,600
					<b>1276 Total</b>	<b>86,450 86,450</b>

6.1 (5)

President Approval:  
 Prepared by: Maria Gil

Board Approved: September 27, 2010  
 Accountant: Felix Panganiban

**SPECIAL PROJECT DETAILED SPREADSHEET #1897**  
**NAME: Tech Prep Demonstration Site Grant (SCC)**  
**FISCAL YEAR: 2010/2011**

CONTRACT TERM: 7/1/10 - 6/30/11  
 CONTRCT AMOUNT: \$100,000  
 CFDA #: 84.048 and 84.243

PROJ ADM: Ruth Babeshoff  
 PROJ DIR: Janis Perry  
 DATE: 8/19/10

Account String	Description	Debit	Credit
12-1897-000000-20000-8170	VTEA		95,239
12-1897-000000-50000-8170	VTEA		4,762
12-1897-634000-29325-1430	Counselor PT - Backfill to release Janis Perry to serve as PD	32,576	
12-1897-634000-29325-1433	Counselor Beyond Contract	0	
12-1897-634000-29325-1485	Instructor Inst/Sum Beyond Contract: Janis Perry	4,455	
12-1897-634000-29325-1480	Instructor - PT Other Reassigned	11,000	
12-1897-634000-29325-1483	Instructor - Beyond Contract Reassigned	0	
12-1897-634000-29325-2320	Classified - Hourly Short-Term Part-Time (Career Guidance Specialist)	14,783	
12-1897-634000-29325-3115	STRS - Non-Instructional	3,963	
12-1897-634000-29325-3215	PERS - Non-Instructional	1,562	
12-1897-634000-29325-3315	OASDHI - Non-Instructional	917	
12-1897-634000-29325-3325	Medicare - Non-Instructional	911	
12-1897-634000-29325-3335	PARS - Non-Instructional	0	
12-1897-634000-29325-3435	H & W Ret Fnd - Non-Instructional	628	
12-1897-634000-29325-3515	SUI - Non-Instructional	63	
12-1897-634000-29325-3615	WCI - Non-Instructional	1,382	
12-1897-634000-29325-4610	Supplies - Non-Instructional	1,500	
12-1897-634000-29325-5100	Contracted Services: Subagreement with CCROP	12,000	
12-1897-634000-29325-5220	Mileage	0	
12-1897-634000-29325-5905	Other Student Travel Expenses	0	
12-1897-634000-29325-5940	Printing/Reproduction	5,500	
12-1897-634000-29325-5966	Transportation - Student	0	
12-1897-675000-29325-5210	Conferences	4,000	
12-1897-000000-50000-5865	Indirect: 4% of direct costs	4,762	
	<b>TOTAL PROJECT BUDGET</b>	<b>100,000</b>	<b>100,000</b>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****Educational Services**

<b>To:</b> Board of Trustees	<b>Date:</b> September 27, 2010
<b>Re:</b> Approval of First Amendment to Sub-award Agreements between RSCCD and CSU Fullerton Auxiliary Services Cooperation and between RSCCD and NOCCCD – Fullerton College for the College Cost Reduction and Access Act (CCRAA) Year 2	
<b>Action:</b> Request for Approval	

**BACKGROUND**

Santa Ana College was awarded a two-year College Cost Reduction and Access Act (CCRAA) grant from the United States Department of Education grant. The purpose of CCRAA is to increase student awareness of and achievement as science, technology, engineering and math (STEM) majors and to increase the number of STEM majors who become teachers.

**ANALYSIS**

California State University Fullerton Auxiliary Services Cooperation and North Orange County Community College District – Fullerton College desire to extend the term of their second-year agreement for an additional three months, beginning October 1, 2010, and ending December 31, 2010, and to carryover unexpended funds without additional cost to Rancho Santiago Community College District.

The parties also desire to amend the Total Cost of their Agreement.

- CSUF Auxiliary Services Cooperation – from \$275,748 to \$219,748 (reduced by \$56,000);
- NOCCCD-Fullerton College – from \$400,632 to \$450,632 (increased by \$50,000);
- Santa Ana College – from \$419,886 to \$425,886 (increased by \$6,000).

Project Administrator is Micki Bryant. Project Director is Steve Bautista.

**RECOMMENDATION**

It is recommended that the amendments to the sub-award agreements be approved and that the Vice Chancellor of Business Operations/Fiscal Services or his designee be authorized to sign the amendments.

<b>Fiscal Impact:</b> None	<b>Board Date:</b> September 27, 2010
<b>Prepared by:</b> Huong Nguyen, Resource Development Coordinator	
<b>Submitted by:</b> Enrique Perez, Assistant Vice Chancellor of Educational Services	
<b>Recommended by:</b> Dr. Raúl Rodriguez, Chancellor	

**FIRST AMENDMENT  
TO AGREEMENT BETWEEN  
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT AND  
CSU FULLERTON AUXILIARY SERVICES COOPERATION**

**THIS FIRST AMENDMENT is entered into this 27th day of September, 2010 by and between Rancho Santiago Community College District, hereinafter referred to as "District", and CSU Fullerton Auxiliary Services Cooperation, hereinafter referred to as "SUBRECIPIENT", to amend that certain Agreement between the parties which commenced on October 1, 2009 and pertains to the grant the DISTRICT received entitled College Cost Reduction and Access Act (CCRAA) – Hispanic Serving Institutions (Grant No. P031C080159; CFDA No. 84.031C) from the U.S. Department of Education for the purposes of to increase student awareness and achievement in science, technology, engineering and math (STEM) majors and also to increase the number of STEM majors who become teachers.**

**WHEREAS, SUBRECIPIENT desires to extend the term of the Agreement for an additional 3 months, beginning October 1<sup>st</sup>, 2010, and ending December 30, 2010, and**

**WHEREAS, the parties desire to amend the Total Cost of the Agreement;**

**NOW THEREFORE, it is mutually agreed as follows:**

1. Paragraph 1, under "TERM", page 1, of the Agreement is amended to read as follows:  
The effective term of this Agreement shall be from the period beginning October 1, 2009 and ending December 30, 2010 in the amount of \$219,748.00 and subject to the provisions of this Agreement. An extension may be granted in writing from the U.S. Department of Education (approving authority).
2. Except as amended herein, all other terms and provisions of the agreement, to the extent that they are not inconsistent with this First Amendment, remain unchanged. All obligations of the parties that would have terminated on September 30, 2010 are hereby extended to December 30, 2010.

**IN WITNESS WHEREOF, the parties hereto certify that they have read and understand all the terms and conditions herein and have hereby caused this First Amendment to Agreement to be executed on this 27th day of September, 2010.**

**RANCHO SANTIAGO  
COLLEGE DISTRICT**

By: \_\_\_\_\_  
GO COMMUNITY  
DISTRICT

Name: Peter J. Hai  
Vice Chancellor  
Title: Business Operations

Director of Business Operations/Fiscal Services  
IN WITNESS WHEREOF,  
conditions contained  
as of this 27th day of  
Date: \_\_\_\_\_

**CSU FULLERTON  
AUXILIARY SERVICES COOPERATION**

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

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

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

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

6.2 (2)

**FIRST AMENDMENT  
TO AGREEMENT BETWEEN  
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT AND  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
ON BEHALF OF FULLERTON COLLEGE**

THIS FIRST AMENDMENT is entered into this 27th day of September, 2010 by and between Rancho Santiago Community College District, hereinafter referred to as "District", and North Orange County Community College District on behalf of Fullerton College, hereinafter referred to as "SUBRECIPIENT", to amend that certain Agreement between the parties which commenced on October 1, 2009 and pertains to the grant the DISTRICT received entitled College Cost Reduction and Access Act (CCRAA) – Hispanic Serving Institutions (Grant No. P031C080159; CFDA No. 84.031C) from the U.S. Department of Education for the purposes of to increase student awareness and achievement in science, technology, engineering and math (STEM) majors and also to increase the number of STEM majors who become teachers.

WHEREAS, SUBRECIPIENT desires to extend the term of the Agreement for an additional 3 months, beginning October 1<sup>st</sup>, 2010, and ending December 30, 2010, and

WHEREAS, the parties desire to amend the Total Cost of the Agreement;

NOW THEREFORE, it is mutually agreed as follows:

1. Paragraph 1, under "TERM", page 1, of the Agreement is amended to read as follows:  
The effective term of this Agreement shall be from the period beginning October 1, 2009 and ending December 30, 2010 in the amount of \$450,632.00 and subject to the provisions of this Agreement. An extension may be granted in writing from the U.S. Department of Education (approving authority).
2. Except as amended herein, all other terms and provisions of the agreement, to the extent that they are not inconsistent with this First Amendment, remain unchanged. All obligations of the parties that would have terminated on September 30, 2010 are hereby extended to December 30, 2010.

IN WITNESS WHEREOF, the parties hereto certify that they have read and understand all the terms and conditions contained herein and have hereby caused this First Amendment to Agreement to be executed as of this 27th day of September, 2010.

**RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT**

**NORTH ORANGE COUNTY COMMUNITY  
COLLEGE DISTRICT, FULLERTON COLLEGE**

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

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

Name: Peter J. Hardash  
Vice Chancellor

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

Title: Business Operations/Fiscal Services

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

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

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

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****Educational Services**

<b>To:</b>	<b>Board of Trustees</b>	<b>Date:</b> September 27, 2010
<b>Re:</b>	Adoption of Resolution No. 10-21 – California Department of Education (CSPP-0362)	
<b>Action:</b>	Request for Approval	

**BACKGROUND**

Rancho Santiago Community College District received funding from the California Department of Education for the purpose of providing child care and child development services for the period of July 1, 2010 through June 30, 2011 in accordance with the funding terms and conditions.

**ANALYSIS**

As part of the acceptance process, the California Department of Education requires that the Board of Trustees approve an authorized representative of the district to sign the grant contract and amendments.

**RECOMMENDATION**

It is recommended that the board adopt the resolution agreement with the California Department of Education that authorizes the Chancellor or his designee to sign the contract documents for the 2010/2011 fiscal year.

<b>Fiscal Impact:</b> none	<b>Board Date:</b> September 27, 2010
<b>Prepared by:</b> Maria Gil, Interim Resource Development Coordinator	
<b>Submitted by:</b> Enrique Perez, Assistant Vice Chancellor of Educational Services	
<b>Recommended by:</b> Dr. Raúl Rodriguez, Chancellor	

## RESOLUTION

This resolution is adopted to certify the approval of the Board of Trustees to enter into this contract agreement with the California Department of Education for the purpose of providing child care and development service and to authorize designated personnel to sign related contract and amendment documents for the fiscal year 2010/2011.

---

### RESOLUTION NO. 10-21

BE IT RESOLVED that the Board of Trustees of Rancho Santiago Community College District authorizes entering into contract agreement number CSPP-0362 with the California Department of Education and authorizes the person(s) listed below to sign the contract agreement and related documents for the Board of Trustees.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
<u>Raúl Rodriguez</u>	<u>Chancellor</u>	_____
<u>John Didion</u>	<u>Executive Vice Chancellor</u>	_____
<u>Peter J. Hardash</u>	<u>Vice Chancellor</u>	_____

PASSED AND ADOPTED THIS 27th day of September, 2010, by the Board of Trustees of Rancho Santiago Community College District of Orange County, California.

I, Phillip E. Yarbrough, Clerk of the Board of Trustees of Rancho Santiago Community College District, of Orange County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

\_\_\_\_\_  
(Clerk's Signature)

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

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

<b>To:</b>	<b>Board of Trustees</b>	<b>Date: September 27, 2010</b>
<b>Re:</b>	<b>Approval of Accreditation Follow-up Reports</b>	
<b>Action:</b>	<b>Request for Approval</b>	

**BACKGROUND**

On January 29, 2010, each college received notice from the Accrediting Commission for Community and Junior Colleges that its accreditation had been reaffirmed. The commission requested that each college submit a follow-up report by October 15, 2010 addressing the recommendation regarding district's planning and budgeting process.

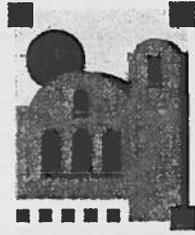
**ANALYSIS**

Following receipt of the commission's action, an oversight committee, comprised of representatives from both colleges and the district office, was formed to develop a plan of action and timeline to prepare the responses to the commission's recommendations. The draft response for each college has been reviewed by its constituent groups and was presented to the Board of Trustees for first reading on September 13, 2010. Following input from the Board and all constituent groups, final drafts have been prepared and are now presented for final approval.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the follow-up reports for Santa Ana College and Santiago Canyon College and authorize the Chancellor to submit these reports to The Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges.

<b>Fiscal Impact: None</b>	<b>Board Date: September 27, 2010</b>
<b>Prepared by: John Didion, Executive Vice Chancellor, Human Res. &amp; Ed. Services</b>	
<b>Submitted by: John Didion, Executive Vice Chancellor, Human Res. &amp; Ed. Services</b>	
<b>Recommended by: Dr. Raul Rodriguez, Chancellor</b>	



---

# **SANTA ANA COLLEGE**

## **Follow-Up Report October 15, 2010**

---

**Submitted by:**

**Santa Ana College  
1530 West 17th Street  
Santa Ana, CA 92706-3398  
[www.sac.edu](http://www.sac.edu)**

**To:**

**The Accrediting Commission  
for Community and Junior Colleges  
of the Western Association of Schools  
and Colleges**

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## **ACKNOWLEDGMENTS**

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Content Preparation/Document Preparation/Editing: Bonita Nahoum Jaros, Ph.D.

Desktop Publisher: David Styffe

Electronic Document Access: Hang Le

Printing: RSCCD Publications Department

### **RSCCD Board of Trustees**

Lawrence R. "Larry" Labrado, President

Brian E. Conley, M.A., Vice President

Phillip E. Yarbrough, Clerk

R. David Chapel, Ed.D.

John R. Hanna

Mark McLoughlin, CPSM

Lisa Woolery, APR, M.A.

Nathan Selvidge, Student Trustee 2010-2011

Gloria Holguin, Student Trustee 2009-2010

### **Rancho Santiago Community College District**

Raúl Rodríguez, Ph.D., Chancellor, Rancho Santiago Community College District

Edward Hernandez, Jr., Ed.D., Former Chancellor, Rancho Santiago Community College District

John Didion, Executive Vice Chancellor, Human Resources & Educational Services

Peter Hardash, Vice Chancellor, Business Operations & Fiscal Services

Nga Pham, Director of Research

Libby Fuller, Assistant to the Chancellor

### **Santa Ana College**

Erlinda J. Martinez, Ed.D., President, Santa Ana College

Norman Fujimoto, Vice President, Academic Affairs

Paul Foster, Vice President, Fiscal & Administrative Services

Kennethia Vega, Assistant to the President

### **Santiago Canyon College**

Juan Vázquez, President, Santiago Canyon College

Aracely Mora, Ed.D., Interim Vice President, Academic Affairs; Accreditation Liaison  
Officer (as of July 1, 2010)

Steve Kawa, Vice President, Administrative Services

John Weispfenning, Ph.D., Dean of the Library and the Division of Arts, Humanities and Social Sciences

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## STATEMENT OF REPORT PREPARATION

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After the ACCJC Team Visit of October 20-23, 2008, Santa Ana College received an *Evaluation Report* dated November 26, 2008, inclusive of commendations and recommendations for the college. Succeeding that report, Santa Ana College was issued the official Commission disposition in a letter dated February 3, 2009: **Warning with a *Follow-Up Report* due October 15, 2009.** Four recommendations, one for the college and three for the district were addressed in the *Follow-Up Report*, which was followed by a two-member team visit on November 17, 2009. On January 6-8, 2010, the Commission took the following action for Santa Ana College: "...to accept the report, remove **Warning**, and reaffirm accreditation, with a requirement that Santa Ana College complete a *Follow-Up Report*" by October 15, 2010 addressing *District Recommendation 1*, related to integrated planning processes and budget. The *Midterm Report*, due October 2011, is to address all seven recommendations of the 2008 ACCJC *Evaluation Report*, three for the college, four for the district.

Since the Rancho Santiago Community College District is a two-college district, the sister institution of Santa Ana College, Santiago Canyon College, also underwent an ACCJC site visit October 20-23, 2008. Santiago Canyon College was also issued: **Warning with a *Follow-Up Report* due October 15, 2009.** Four recommendations, one for the college and three for the district, were also addressed in the Santiago Canyon College *Follow-Up Report*. At the January 6-8, 2010 meeting of the Commission, SCC received the same disposition and requirement to address a parallel, but not identical, recommendation, *District Recommendation 3*, related to integrated planning and budget processes, in a *Follow-Up Report* also due October 15, 2010. As a result, each college immediately began to consult with the other, and the District Budget Allocation and Planning Review Committee (BAPR), which has membership from both colleges as well as the district, was designated to play a role in addressing the district recommendations issued to both colleges.

On February 1, 2010, the Board of Trustees held a Planning Retreat, during which their Vision Statement and annual goals were reviewed. At this meeting, the Executive Vice Chancellor of Human Resources & Educational Services, John Didion, made a presentation and announced the action taken by the Commission and the updated accreditation status of Santa Ana College and Santiago Canyon College. After the meeting, Mr. Didion and Dr. Jaros, Accreditation Chair/ALO for Santa Ana College, met to discuss a formal process for addressing the recommendations of the Commission. A meeting was designated for February 18, 2010. Chancellor Edward Hernandez, Jr.' was in accord, and an Oversight Committee was formed for the pending meeting.

At the February 18, 2010 meeting of the Oversight Committee, it was recommended that the process of collecting documentation and writing the *Follow-Up Reports* be as follows:

- A. An Oversight Committee will make sure timelines are followed, documents are collected and all stakeholders are well informed of processes and outcomes. Members of the Oversight Committee will attend BAPR, which will have an ongoing *Accreditation Report* on the agenda. In addition, the Oversight Committee will be a consensus group.

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\* Please note that Chancellor Edward Hernandez, Jr., Ed.D. was fully integrated into the process of the *Follow-Up Reports* for Santa Ana College and Santiago Canyon College up to the date of his retirement, June 30, 2010. Chancellor Raúl Rodríguez, Ph.D. commenced his tenure as chancellor on August 9, 2010.

## STATEMENT OF REPORT PREPARATION

---

### *Membership of the Oversight Committee:*

Bonita N. Jaros, Ph.D., Chair, Institutional Effectiveness & Assessment  
Coordinator/Accreditation Chair/Accreditation Liaison Officer, SAC  
John Zarske, Academic Senate President, SAC  
Morrie Barembaum, Academic Senate President, SCC  
Steve Kawa, Vice President, Administrative Services, SCC  
John Didion, Executive Vice Chancellor, Human Resources & Educational Services, RSCCD  
Peter Hardash, Vice Chancellor, Business Operations & Fiscal Services, RSCCD  
Nga Pham, Director of Research, RSCCD

- B. The Budget Allocation and Planning Review Committee (BAPR) will serve as the participatory governance committee which will provide information related to budget and planning for the RSCCD.

### *Membership of the Budget Allocation and Planning Review Committee:*

#### *District:*

Peter Hardash, Co-Chair BAPR, Vice Chancellor, Business Operations & Fiscal Services  
Noemi Kanouse, Assistant Vice Chancellor, Fiscal Services  
John Didion, Executive Vice Chancellor, Human Resources & Educational Services  
Sylvia LeTourneau, Assistant Vice Chancellor, ITS (until September 2010)  
Steve Eastmond, Ph.D., FARSCCD President (as of September 2010)  
Marti Reiter, President CSEA  
Nga Pham, Director of Research  
\*Thao Nguyen, Budget Analyst  
\*Linda Melendez, Assistant to the Vice Chancellor, Business Operations & Fiscal Services  
\*Gina Huegli, Budget Analyst  
\* Support Staff—non-voting

#### *Santa Ana College:*

Erlinda J. Martinez, Ed.D., President  
Norman Fujimoto, Vice President, Academic Affairs  
Paul Foster, Vice President, Fiscal & Administrative Services  
Raymond Hicks, Past-President Academic Senate; Faculty Co-Chair, Facilities Committee  
Jeff McMillan, Ph.D., Faculty Co-Chair, Planning and Budget Committee  
Esmeralda Abejar, Accountant  
Ed Ripley, Vice President, School of Continuing Education (Alternate)  
Bonita N. Jaros, Ph.D., IE&A Coordinator/Accreditation Chair/Accreditation Liaison Officer  
(Alternate)

## **STATEMENT OF REPORT PREPARATION**

---

### *Santiago Canyon College:*

Juan Vázquez, President

Steve Kawa, Vice President, Administrative Services

Morrie Barembaum, Co-Chair BAPR, Academic Senate President

Raul González del Río, Accountant

José Vargas, Vice President, School of Continuing Education

John Hernández, (Alternate for Mr. Vargas), Vice President, Student Services

John Smith, Faculty, Treasurer FARSCCD

Jared Kubicka-Miller, Faculty (Alternate for Mr. Smith)

- C. The **Budget Allocation and Planning Review Committee Workgroup** will review the Budget Allocation Model and report regularly to BAPR.

### *Membership of the Budget Allocation and Planning Review Committee Workgroup:*

Peter Hardash, Chair, Vice Chancellor, Business Operations & Fiscal Services, RSCCD

Paul Foster, Vice President Fiscal & Administrative Services, SAC

Gina Huegli, Budget Analyst, RSCCD

Noemi Kanouse, Assistant Vice Chancellor, Fiscal Services, RSCCD

Steve Kawa, Vice President, Administrative Services, SCC

Jeff McMillan, Ph.D., Faculty Co-Chair, Planning and Budget Committee, SAC

Thao Nguyen, Budget Analyst, RSCCD

Nga Pham, Director of Research, RSCCD

Ed Ripley, Vice President, School of Continuing Education, SAC

José Vargas, Vice President, School of Continuing Education, SCC

The writing team will consist of Bonita N. Jaros (lead person for SAC), Steve Kawa (lead person for SCC), and John Didion (district resource). Dr. Jaros will serve as overall evidentiary document collector; Dr. Jaros will serve as chair of the Oversight Committee and keep all agendas and minutes.

As the committees met, the chancellor, the college presidents, the Academic Senate presidents and/or the chair of the SAC Accreditation Committee presented regular reports at each Board of Trustees meeting.

A timeline was established for the processes; this Board of Trustees timeline was presented to the Board of Trustees by the chancellor at the February 22, 2010 Board of Trustees meeting. As the committees continued their work, college-level progress was transmitted to SAC President's Cabinet, and the presidents of the colleges also made regular reports in Chancellor's Cabinet. The chancellor presented general updates to the Board of Trustees and presented taskforce recommendations.

As the responses to the recommendations were written and charts were created, Oversight Committee members were in regular communication. Dr. Jaros sent the minutes of the Oversight Committee meetings to the chancellor's office as well as to each college president, all members of the Oversight Committee, and the vice presidents of academic affairs at SAC and SCC.

## STATEMENT OF REPORT PREPARATION

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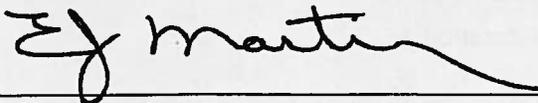
Mr. Didion created an initial rough draft to the planning and budget alignment recommendation, based on the agreed-upon timelines. Dr. Jaros met regularly with President Martinez, as she utilized information from the initial draft, BAPR and BAPR Workgroup meetings, Board of Trustees meetings, and Oversight Committee meetings to create a more complete and tailored response for Santa Ana College. As there was administrative restructuring at SCC due to the retirement of the Vice President of Academic Affairs, on July 1, 2010, Dr. Jaros also worked directly on the SCC document with Dr. Aracely Mora, Interim Vice President Academic Affairs and ALO at SCC (as of July 1, 2010), and Dr. John Weispenning, SCC Dean of the Library and the Division of Arts, Humanities & Social Sciences, who also participated in the process as of July 2010.

Dr. Jaros collected all evidentiary documents. All district documents were shared with Dr. Mora and Mr. Kawa for the Santiago Canyon College *Follow-Up Report*. When the reports were completed, Dr. Jaros edited the Santa Ana College *Follow-Up Report* draft in preparation for Board of Trustees approval.

The Santa Ana College President communicated broadly to the college community via a forum held by the chancellor and the president on May 27, 2010. The SAC President also sent out regular email communication, *Notes from the President*. The final draft version of the *Follow-Up Report* was posted on InsideSAC.net for the college community to review, and feedback was received by September 3, 2010. The Oversight Committee met for final review on August 31, 2010. It was approved by President's Cabinet and College Council on September 8, 2010. The document was then presented to BAPR for information on September 15, 2010, and the chancellor for approval.

The *Follow-Up Report* was submitted to docket for Board of Trustees first reading on September 13, 2010. The Board of Trustees approved the *Follow-Up Reports* of Santa Ana College and Santiago Canyon College on September 27, 2010.

Respectfully Submitted,



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Erlinda J. Martinez, Ed.D., President, Santa Ana College

## **RESPONSE TO ACCJC COLLEGE RECOMMENDATION 1 PLANNING & BUDGET INTEGRATION**

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The Team recommends that the district evaluate its planning processes, including the integration of technology, staffing and facilities master plans to ensure the budget is used as a planning tool to achieve its strategic goals. As part of this integration, the team recommends that the allocation model for resources be based on the plans, program reviews and the sustainability of the planning process and that outcomes from these activities be formally and broadly communicated to ensure quality. This requires that the District evaluate the outcomes of the budget process and use that data in subsequent budget development. (Standards I.A.1, I.A.3, I.B.4, I.B.6, II.A.1, II.A.2.f, III.D.1, III.D.2, III.D.3.a, IV.B.3.b)

### **I. Preparation and Coordination for Follow-Up Report:**

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting of January 6-8, 2010, reviewed the *Follow-Up Report* submitted by Santa Ana College and the report of the evaluation team which visited Tuesday, November 17, 2009. The Commission took action to accept the report, remove Warning and reaffirm accreditation with the requirement that SAC complete a *Follow-Up Report* addressing District Recommendation 1, due October 15, 2010.

Following the receipt of the Commission's action, an Oversight Committee was formed to ensure that timelines for the development of the *Follow-Up Report* were followed and that all stakeholders were well informed of the processes and outcomes (DR1.1a—Timelines; DR1.1b-DR1.8—Oversight Committee Minutes: February-July 2010). The Oversight Committee was comprised of individuals from Santa Ana College, Santiago Canyon College and the district who were directly involved in the development of the October 2009 *Follow-Up Report*: President of the SAC Academic Senate, John Zarske; SAC Accreditation Chair/Accreditation Liaison Officer, Bonita N. Jaros, Ph.D.; SCC Vice President of Administrative Services, Steve Kawa; President of the SCC Academic Senate, Morrie Barembaum; RSCCD Executive Vice Chancellor of Human Resources and Educational Services, John Didion; RSCCD Vice Chancellor of Business Operations & Fiscal Services, Peter Hardash; and RSCCD Director of Research, Nga Pham.

On February 18, 2010, the Oversight Committee held its first meeting and reviewed the Commission's request for a *Follow-Up Report* to address SAC District Recommendation 1 and SCC District Recommendation 3, related to planning and budget integration. A timeline was established for the activities that needed to be accomplished prior to the submission of the *Follow-Up Report* on October 15, 2010 by the Accreditation Chair/ALO of Santa Ana College (DR1.1a). It was apparent to the Oversight Committee that the continuing state budget crisis would delay the district's adoption of a 2010-11 budget until mid-late September, or perhaps even October.\* This would probably not allow the district to complete the 2010-11 budget process prior to the submission deadline for the *Follow-Up Report*. Consequently, the Oversight Committee structured its work plan and activities to focus on the development and Board of Trustees approval of the district's 2010-2011 *Tentative Budget* on June 21,

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\* Please note: At the September 15, 2010 special meeting of the Budget Allocation and Planning Review Committee (BAPR), the Vice Chancellor of Business Operations & Fiscal Services informed the attendees that the *Adopted Budget* would be previewed at the September 27, 2010 Board of Trustees meeting and approved at the October 11, 2010 meeting. The System Office, utilizing its authority, had granted an extension of one month (to October 15, 2010) to the community colleges for the approval of an adopted budget (DR1.57b—BAPR Agenda 09-15-10; DR1.58a—BOT Minutes— 09-13-10; DR1.58b—BOT Minutes 09-27-10). (The minutes of BAPR Agenda 09-15-10 and the BOT minutes 10-11-10 were not yet available for this report.)

## RESPONSE TO ACCJC COLLEGE RECOMMENDATION 1

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2010 (DR1.9—Board of Trustees Minutes 06-21-10). In addition, at the first meeting, an analysis of each aspect of the SAC District Recommendation 1 and SCC District Recommendation 3, which vary somewhat, was conducted, with a connection to the themes highlighted in the *Institutional Self Study for Reaffirmation of Accreditation*, October 2008: Dialogue; Institutional Commitments; Student Learning Outcomes; Evaluation, Planning and Improvement; Institutional Integrity; Organization. An outcomes model for evaluation, planning and improvement and institutional integrity would inform this work. Dialogue between and among the college and district participatory governance committees and District Council would also play a vital role.

On February 24, 2010, President Martinez reviewed the Commission's action with the SAC College Council and explained the proposed activities and timelines for the preparation of the October 2010 *Follow-up Report* (DR1.10— College Council Minutes 02-24-10). Later that day, also on February 24, 2010, the Budget Allocation and Planning Review Committee (BAPR) received a report from the Accreditation Oversight Committee and reviewed recommendations of the Oversight Committee (DR1.11—BAPR Minutes 02-24-10). The Vice Chancellor of Human Resources & Educational Services then conferred with the chancellor, who approved the format.

### II. Evaluation of Planning Processes: The Board of Trustees, the District, the College (Standards I.A.1; I.A.2; I.A.3; I.A.4; I.B.4; I.B.6; II.A.1; II.A.2.f; III.D.3 (f))

#### A. Board of Trustees Planning Retreat

On February 1, 2010, the Board of Trustees held its Annual Planning Retreat (DR1.12—BOT Minutes 02-01-10). Based upon a recommendation developed as part of the October 2009 *Follow-Up Report*, this Annual Planning Retreat was moved from summer to February in order to afford the trustees an opportunity to develop/reaffirm their annual vision and goals prior to the development of the district's budget for the 2010-11 fiscal year (DR1.13—BOT Vision Statement and Goals 2010). At that retreat, the trustees reviewed the *Accountability Reporting for the Community Colleges* (ARCC) data for both colleges, as well as the district's internal report, *12 Measures of Success* (DR1.14— 12 Measures of Success). The trustees also reviewed the current Budget Allocation Model as well as the timeline and process for the development of the 2010-11 budget (DR1.15a & 15b— RSCCD Budget Allocation Model; DR1.16—Budget Timelines). As per BP 9022 (Board of Trustees Self Evaluation) and 9022.5 (Board of Trustees Annual Evaluation of District Goals), the Board of Trustees self-evaluation meeting will be held November 8, 2010, and the self-evaluation process will follow a designated timeline. As per BP 9022 (Board of Trustees Annual Evaluation of District Goals), the Board of Trustees annual planning retreat to review the Board's vision and goals for 2010-2011 and approve its vision and goals 2011-2012 will be held in early 2011. (DR1.17a—BOT Summary 07-26-10; DR1.17b—BOT Self-Evaluation Timeline for 2010; DR1.17c—District Planning Timelines 2010-2012; DR1.18—BP 9022, BP 9022.5).

#### B. District-Level Integrated Planning

The Oversight Committee continuously reported its progress and activities to the District Budget Allocation and Planning Review Committee (BAPR) as well as the District Council, which is the chancellor's forum for district-wide participatory governance, discussion and action. From February-May 2010, recommendations of the Oversight Committee included strengthening the planning aspects of BAPR. As a result, the following ongoing changes were made:

## RESPONSE TO ACCJC COLLEGE RECOMMENDATION 1

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1. Commencing February 2010, there has been a standing accreditation item at BAPR (DR1.10—BAPR Minutes 02-24-10).
2. The Human Resources Committee\* will be convened bi-annually and report results to BAPR (DR1.3—Oversight Committee Minutes 03-30-10).
3. New updates of the *RSCCD Strategic Technology Plan 2010-2011* will be presented to BAPR prior to development of Budget Assumptions (DR1.19).
4. A new chart has been created to explicitly demonstrate planning/budget integration: *District and College Participatory Governance Planning and Budget Processes Chart* (DR1.20a). This chart serves to complement existing charts (DR1.21a—RSCCD Planning and Budget Integration Processes Chart; DR1.22—District and College Participatory Governance Guidelines).

Therefore, BAPR currently serves as an integrative liaison group for all district planning efforts prior to District Council approval of recommendations (DR1.2-DR1.8— February-July 2010 Oversight Committee Minutes; DR1.19 RSCCD Strategic Technology Plan 2010-2011; DR1.20a— District and College Participatory Governance Planning and Budget Processes Chart).

The chart created to demonstrate the budget-planning aspects of the participatory governance mechanisms of the district and the connection to college processes, *District and College Participatory Governance Planning and Budget Processes Chart*, was added to the existing *RSCCD Planning and Budget Integration Processes Chart*, which is a visual demonstration of coordination of budget/planning timelines, and the *District and College Participatory Governance Guidelines Manual* (DR1.21a— RSCCD Planning and Budget Integration Processes Chart; DR1.21b—SAC Participatory Governance Schedule; DR1.22— District and College Participatory Governance Guidelines Manual).

On March 30, 2010, the Oversight Committee reviewed all the flowcharts depicting the Participatory Governance Structure at both the district and college levels in terms of accurately depicting how those structures function in the planning-budgeting processes (DR1.3—Oversight Committee Minutes 03-30-10). Modifications to the flowcharts were made to clearly show the relationship between the various participatory governance committees at the district and colleges and how planning recommendations flow to BAPR and are considered in the development of BAPR's recommended budget assumptions. District Council reviewed these charts and made changes for clarification (DR1.1b-DR1.5—February-May 2010 Oversight Committee Minutes; DR1.23—District Council Minutes 04-26-10).

### **B.1 Review of the Budget Allocation Model: (Standards III.D.1; III.D.2; III.D.3; IV.B.3 (b))**

On February 24, 2010, the Oversight Committee discussed its action plan with the Budget Allocation Planning and Review (BAPR) Committee (DR1.10—BAPR Minutes 02-24-10). BAPR has been the district's participatory governance committee charged with making final recommendations to the chancellor after formulating budget assumptions, reviewing budget projections, and developing district procedures relevant to budget and funding issues.

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\* Please refer to p13: Human Resources Staffing Plan for details.

## RESPONSE TO ACCJC COLLEGE RECOMMENDATION 1

### BAPR Membership

SANTA ANA COLLEGE	SANTIAGO CANYON COLLEGE	DISTRICT
Erlinda J. Martinez, Ed.D., President	Juan Vázquez, President	Peter Hardash, Vice Chancellor Business Operations & Fiscal Services – Co-Chair
Norman Fujimoto, VP Academic Affairs	Steve Kawa, VP Administrative Services	Noemi Kanouse, Asst. Vice Chancellor Fiscal Services
Paul Foster, VP Administrative Services	Morrie Barembaum, President Academic Senate - Co-Chair	John Didion, Executive Vice Chancellor Human Resources & Educational Services
Ray Hicks, Faculty (designee of Academic Senate President), Co-Chair Facilities Committee; Academic Senate President-Elect	Raul González del Río, Accountant SCC Foundation	Sylvia LeTourneau, Asst. Vice Chancellor Information Technologies Services (until September 2010)
Jeff McMillan, Ph.D., Faculty Co-Chair Planning and Budget Committee	John Smith, Faculty	Steve Eastond, Ph.D., FARSCCD President (as of September 2010)
Esmeralda Abejar, Accountant	John Hernandez, VP Student Services – Alt.	Marti Reiter, President, CSEA— Classified Representative
Ed Ripley, VP School of Continuing Education – (Alt.)	Jared Kubicka-Miller, Faculty – Alt.	Nga Pham, Director of Research
Bonita N. Jaros, Ph.D., IE&A Coord.; Chair Accreditation Committee/ALO (Alt.)		Thao Nguyen, Budget Analyst
John Zarske, Academic Senate President – Frequent guest		Linda Melendez*, Assistant to Vice Chancellor Business Operations & Fiscal Services Support Staff
		Gina Huegli, Budget Analyst

\* non-voting

To amplify the mission of BAPR, the Oversight Committee made a recommendation to include accreditation as a standing agenda item for BAPR; this was approved (DR1.10—BAPR Minutes 02-24-10). In addition, it was recommended to have BAPR be the central committee which would receive all planning documents, in addition to budget documents, prior to District Council review (DR1.10). Within the same discussion, the imperative to demonstrate concrete linkages between budget and planning was reaffirmed.

Throughout the following months, the BAPR Workgroup (BAPR WG) met regularly and continued its review of the District *Budget Allocation Model* (BAM) (DR1.24a-h –BAPR Workgroup Notes S10). A regular report of the BAPR workgroup was then made at each BAPR meeting (DR1.25a-1—BAPR Minutes S10).

The membership of the BAPR Workgroup is comprised of membership from the district as well as the two colleges. Each segment is expected to make regular reports at the college level through the respective participatory governance bodies. At Santa Ana College this includes College Council, the Planning and Budget Committee, the Institutional Effectiveness and Assessment Committee (IE&A), the Academic Senate and CSEA.

## RESPONSE TO ACCJC COLLEGE RECOMMENDATION 1

### BAPR Workgroup Membership

Santa Ana College	Santiago Canyon College	District
Paul Foster, VP Administrative Services	Steve Kawa, VP Administrative Services	Peter Hardash, Vice Chancellor Business Operations & Fiscal Services, Co-Chair BAPR
Jeff McMillan, Ph.D., Faculty Co-Chair Planning & Budget Committee	José Vargas, VP Continuing Education Orange Center	Noemi Kanouse, Asst. Vice Chancellor Fiscal Services
Ed Ripley, VP School of Continuing Education	John Hernandez, VP Student Services	Nga Pham, Director of Research
Ray Hicks, Faculty Co-Chair Facilities Committee; Academic Senate President-Elect – Frequent Guest	Morrie Barenbaum, President Academic Senate – Frequent Guest	Thao Nguyen, Budget Analyst
John Zarske, President, Academic Senate – frequent Guest	Jared Kubicka-Miller, Faculty – Frequent Guest	Gina Huegli, Budget Analyst
		Linda Melendez*, Assistant to Vice Chancellor Business Operations & Fiscal Services
		* non-voting

The BAPR Workgroup considered college-level concerns and also reviewed the models of 13 other multi-college districts (DR1.24h—BAPR WG Notes 07-14-10).

The Santa Ana College Planning & Budget Committee forwarded concerns to the workgroup as follows:

- Colleges need more flexibility determining how to utilize dollars particularly with fixed/discretionary cost allocations.
- Transparency in the BAM: We need to have a clear understanding of how and why resources are allocated to the cost centers. There needs to be a flexible plan or formula for allocation of resources.
- A clear understanding of fixed costs vs. discretionary costs: How and when funds can move from discretionary to fixed and vice versa
- As an incentive to save, colleges should be able to keep budget savings from year-to-year. Ending balances should be monitored because they should not be able to grow infinitely. There needs to be a balance between the District taking everything at the end of the year and colleges infinitely keeping everything.
- BAM needs to be perceived as plan that fairly and equitably distributes resources.
- We need a definition and plan for annually reviewing the BAM.
- There needs to be a special account set up for payment of banked leave.

After consideration of all concerns, a list of issues for annual review was agreed upon. It includes:

- Fixed costs to each cost center by looking at FTES distribution, high cost programs and equitable service costs
- Relative cost of programs
- District operations annual percentage distribution and the centralized services provided to the colleges, itself and the community

- Cost Centers that include SAC/SCC/DO
- Hiring needs that would impact other location and long-term implications
- General fund as well as Discretionary fund review

BAPR Workgroup recommendations relating to *General Model Guidelines and Allocation Process* of the Budget Allocation Model were presented to BAPR on 07-28-10 (DR1.24h—BAPR WG Notes 07-14-10; DR1.25m—BAPR Minutes 07-28-10). Since all the ramifications of operationalizing the recommendations require further dialogue at the college level, this item was brought to the appropriate participatory committees and then discussed again at the August BAPR meeting. The workgroup will also continue to refine the details of the recommendation through fall 2010 (DR1.24i—BAPR WG Notes 08-11-10).

Regarding budget assumptions, tentative budget and budget development, the Vice Chancellor of Budget Operations & Fiscal Services led discussion at each BAPR meeting as well. At each Board of Trustees meeting during the spring 2010, the Vice Chancellor of Business Operations & Fiscal Services presented an update on the state budget situation and its implications for the development of the RSCCD budget (DR1.26a-h—Budget Reports to BOT Spring and Summer 2010).

On March 24, 2010, BAPR completed its review of *Budget Assumptions* and recommended assumptions for the development of the *RSCCD 2010-11 Tentative Budget* to the chancellor. Those assumptions were accepted by the chancellor without modification and were approved by the Board of Trustees on April 12, 2010 (DR1.25f—BAPR Minutes 03-24-10; DR1.27—BOT Minutes 04-12-10).

## **B.2 Technology and Staffing Plans**

### **• RSCCD Strategic Technology Plan**

On April 14, 2010, the *RSCCD Strategic Technology Plan* was presented to BAPR after review by the District Council (DR1.19—RSCCD Strategic Technology Plan; DR1.28—BAPR Minutes 04-14-10; DR1.29—District Council Minutes 04-12-10). Following consultation with the chancellor at the District Council, the plan was presented to the Board of Trustees on April 26, 2010, and was approved (DR1.30—BOT Minutes 04-26-10). In concert with reinforcing the planning integration role of BAPR, it was agreed that annual updates to the *RSCCD Strategic Technology Plan* will be developed and presented to BAPR prior to the approval of the annual budget assumptions so that any potential budgetary recommendations can be considered by BAPR and factored into the development of those budget assumptions.

### **• Human Resources Staffing Plan**

The District Human Resources Committee is scheduled to meet to review data concerning the current composition of the staff, status of vacant positions due to the hiring freeze, and plans to reorganize and consolidate functions in light of the continuing financial crisis early fall 2010 (DR1.31—Agenda District Human Resources Committee 09-22-10; DR1.8—Oversight Committee Minutes 06-28-10). This committee will then convene each semester to conduct a staffing review and provide staffing-related recommendations to BAPR prior to the development of the annual budget assumptions.

## RESPONSE TO ACCJC COLLEGE RECOMMENDATION 1

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### • Facilities Plan

In the spring 2010, HMC Architects, Inc. was contracted to assist the colleges in updating their Facilities Master Plans. These revised plans are expected to reflect current educational master plans as well as department planning portfolios. The District Facility Planning Committee met September 2010 to review these plans and also to identify other district-wide facility plans that require the attention of the BAPR Committee for inclusion in the 2011-2012 Tentative Budget (DR1.31b—District Facility Planning Committee Agenda September 23, 2010).

### C. Integrated College-Level Planning

At the college level, dialogue at SAC College Council May 26, 2010 addressed the issue of how district charts are integrated into existing mechanisms at the college, how the Santa Ana College Mission is inextricably connected to program review and strategic planning, and how the IE&A Committee has reviewed program review elements (DR1.32— College Council Minutes 05-26-10; DR1.33—SAC Mission; DR1.34—Santa Ana College Planning & Budget Processes Chart; DR1.35—Strategic Plan Update S10; DR1.36—Strategic Plan Update with Budget Analysis S10; DR1.37—Program Review documents; InsideSAC.net—Department Index for Program Review documents; DR1.38—IE&A End-of-Year Report S10).

Santa Ana College is dedicated to continuous improvement based on program review analysis, as is evidenced by the *Annual Department Planning Portfolio* (DPP); the Academic, Student Services, Administrative Services and President's Cabinet Portfolio Program Review Model (DR1.37—InsideSAC.net—Department Index—Program Review; PR docs). All budget decisions, not subject to emergency decision-making, must demonstrate linkages to the DPPs and program review documents, which contain Direct-SLO Assessment as well as indirect statistical analysis (DR1.37—examples SAC.edu/Accreditation/evidence.htm; internally only: InsideSAC.net—department index—program review—Statistical Reports; DR1.34—Strategic Plan Update with Budget Analysis S10; DR1.39a-m—SAC Budget Committee Minutes Spring 2010). Planning efforts and budget development are also integrated through the structure of the participatory governance model, which has the Institutional Effectiveness and Assessment (IE&A) Committee as a central participatory governance element in planning and information flow (DR1.34—Santa Ana College Planning and Budget Processes Chart; DR1.38—IE&A End-of-Year Report S10; DR1.40—Santa Ana College Participatory Governance Structure). The IE&A Committee is also responsible for Strategic Plan Updates and updating all documents in the *Educational Master Plan* (DR1.35—Strategic Plan Update S10; DR1.36—Strategic Plan Update with Budget/Facilities Analysis S10; DR1.41—Educational Master Plan and EMP Update S10).

On March 29, 2010, President Martinez held a *Budget Think Tank Meeting*, which included the President's Cabinet, the Executive Committee of the Academic Senate and CSEA classified staff leadership.\* The agenda addressed phases of a plan to manage the fiscal crisis of the state and therefore the district and college. Indicators related to 2010-2011 and 2011-2012 were discussed,

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\*Noteworthy is that President's Cabinet consists of the Vice Presidents, all of whom are members of the IE&A Committee. The VP of Administrative Services also co-chairs the Planning and Budget Committee as well as the Facilities Committee; the VP of Student Services co-chairs the Student Success Committee. Likewise, the Executive Committee of the Academic Senate is made up of the co-chair of the Planning and Budget Committee, the co-chair of the Facilities Committee, and the chair of the IE&A Committee/ALO. The President and Secretary/Treasurer of the Academic Senate serve on College Council. The CSEA classified leadership serves on College Council as well.

and a preliminary possible non-exclusive course of action was created (DR1.42—Budget Think Tank Agenda and Documents).

Facilities planning beyond the *Bond Measure B* planning has been vitalized at the college as a result of DPP and other analysis. The Santa Ana College Facilities Committee has engaged the architectural firm HMC Architects, which has developed The *Facilities Master Plan* Timeline: Educational Plan Analysis and Forecast; Site and Facilities Analysis; Option Development; Solution Development; and Documentation & Final Approval based on a developed set of goals (DR1.43a—HMC Timeline & Goals in IE&A Minutes 03-17-10; DR1.43b—HMC Architects Handout 04-13-10; DR1.38—IE&A End-of-Year Report S10, Appendix E). Some issues being reviewed include: vehicle flow, paths of travel, entry to the Santa Ana campus. On June 2, 2010, representatives of HMC Architects made a comprehensive presentation of the *Facilities Master Plan* to the college community outlining the details of a long-term plan (DR1.44a-g—Selected slides from HMC PowerPoint Presentation).

In addition, the president of the college is also reviewing replacement options for the Marketplace Education Center and linkage to the *Bond Measure B*. These concepts are all based on data, e.g., enrollment data, to inform facilities planning, and infrastructure analysis. The Board of Trustees approved the SAC *Facilities Master Plan* August 9, 2010 (DR1.45—BOT Minutes 08-23-10).

Another concrete example of the program review/planning/budget linkage at Santa Ana College is evidenced in the decision to apply for a federal *Title V Grant* to consolidate learning centers for the purpose of increasing student success in all disciplines. The application of this grant in June 2010 was a result of *Strategic Plan* analysis from 2008, 2009 and 2010 related to Vision Theme I: Student Achievement and analysis of the DPPs (DR1.46—SAC Vision Themes). This analysis was first conducted by the Teaching Learning Committee, then by the IE&A Committee, then by the Student Success Committee and the Facilities Committee (DR1.47—TLC Minutes S08, S09, S10; DR1.48—IE&A End-of-Year Report 2009; DR1.49—Title V Submitted Grant Proposal DR1.34—Santa Ana College Planning & Budget Processes Chart).

### III. Outcomes and Communication of Budget Processes:

#### (Standards IIA.2.f, III.D.1; III.D.2; III.D.3.a; IV.B.3 (b))

In the planning agenda of the Santa Ana College *Institutional Self Study for Reaffirmation of Accreditation*, it is stated; “The college, through its governance committees and the academic senate will: identify and prioritize the most serious areas of concern related to the district’s support to the college.” In this regard, change related to budget processes has been made, and the district has been responsive to college concern. This is demonstrated by the following:

- The planning segment of BAPR has been reinforced. There is a regular accreditation report; the agenda is expanded to include planning reports (DR1. 25a-1—BAPR Minutes S10).
- BAPR receives documents and reports from the other participatory governance committees of the district prior to District Council approval, creating a closer integration of all planning elements and more information dissemination among the constituency groups of the colleges and district (District Strategic Technology Plan was approved—DR1.25g & h— BAPR Minutes 04-14-10).
- Receipt of changes to plans by BAPR aligns better with Tentative Budget creation.

## **RESPONSE TO ACCJC COLLEGE RECOMMENDATION 1**

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- District participatory governance charts and documents have been updated and created; they have been more closely integrated with college documents (charts, particularly timelines integration chart) (DR1.20a—District and College Participatory Governance Planning & Budget Processes Chart; DR1.21a—RSCCD Planning and Budget Integration Processes Chart).
- The BAPR Workgroup has been reviewing the Budget Allocation Model and has plans to do so regularly (DR1.24a-h— BAPR Workgroup Notes S10).
- The colleges' budget and planning groups have sent recommendations to the BAPR Workgroup (DR1.50—SAC Budget Committee Recommendations).

Tangible budget/planning alignment has been evidenced by the following:

- Five million dollars in expenditure reductions have been made to balance the Tentative Budget 2010-2011 (DR1.51).
- Evidenced by the Budget Assumptions recommended by BAPR, a 3% deficit to general apportionment (approximately \$4.5) has been calculated (DR1.52—RSCCD Budget Assumptions for Tentative Budget 2010-2011).
- Complete revenue analysis has been conducted related to negative COLA; no enrollment growth funding; deficit to general apportionment; additional workload measures reduction of 2%. Then total is approximately \$3 million.
- A 5% reserve has been included within the budget to offset future funding deficits from the state; this has been carried over into the 2010-2011 budget.
- Expenditures related to salaries and increased cost of benefits have been carefully calculated.
- There is a continuing hiring freeze and employee step and columns freeze.
- Items have been moved from discretionary to fixed costs, e.g., Blackboard
- The Technology Advisory Group (TAG) reports to BAPR and is charged with a continual replacement plan for technology.
- The statewide Workload Reduction figures have been mirrored by the RSCCD in the credit and non-credit programs. (Most reductions occurred in non-credit.)
- Within the 2009-2010 budget, funds were reallocated so there would be appropriate funding for Adjunct faculty. (This is a result of Workload Reduction.)
- A decision was made to reduce the Older Adult program in the School of Continuing Education (SAC) and the School of Continuing Education (SCC).
- Credit and Non-Credit Matriculation funds were moved to DSPS for SAC to offset statewide cuts which could have compromised federal regulations.

(DR1.26h—Budget Report to BOT 06-21-10; DR1.51—RSCCD Tentative Budget 2010-2011)

In addition, one-time revenue adjustments have increased the ending balance (e.g., \$4.5 million budgeted mid-year apportionment reduction—3% budget assumption reduction); however, it is clear this is one-time funding. With this tentative budget, RSCCD is in a good position to adjust to any additional state revenue reductions without further cuts. Absent massive funding reductions from the state, RSCCD most likely will not need any further reductions in force (except for possibly categorical and stand-alone programs). This is the result of early planning and foresight (DR1.26h—Budget Report to BOT 06-21-10; DR1.51—RSCCD Tentative Budget 2010-2011).

## RESPONSE TO ACCJC COLLEGE RECOMMENDATION 1

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All planning/budget information has been communicated to the Board of Trustees at board meetings by the chancellor. The Vice Chancellor of Business Operations & Fiscal Services, who also serves as co-chair of BAPR, has also communicated to the Board of Trustees through a regular budget update (DR1.26a-h) The updates included: the adjusted cycle of budget and planning; the proposed state budget updates, including enrollment growth, COLA information, categorical funding cuts, suspension of grants such as Competitive CalGrant, state apportionment deficit, the Legislative Analyst's Report, Tentative Budget Assumptions and the *May Revise*. BAPR recommendations for Tentative Budget Assumptions included a \$4.1 million necessary reduction district-wide. The Tentative Budget Assumptions were approved by the chancellor and then approved by the Board of Trustees on April 12, 2010; the Tentative Budget was approved by the Board of Trustees on June 21, 2010 as a placeholder budget in order to continue meeting district obligations as of July 1, 2010 (DR1.27—BOT Minutes 04-12-10; DR1.9—BOT Minutes 06-21-10). The RSCCD Adopted Budget will be approved on October 11, 2010 since a state budget has not been approved. (DR1.26d—March 22, 2010— 2009-2010 & 2010-2011 Budget Update to Board of Trustees).

Moreover, this cyclical process suggests that at the conclusion of the fiscal year, the budget will be evaluated based upon the budget assumptions and the following organizational outcomes:

- Generation of anticipated FTES
- Satisfaction of all collectively bargained commitments
- Maintenance of the 5% unrestricted reserve
- Progress toward the Board's Vision and Goals

There is evidence that internal college planning/budget processes function effectively at both colleges; nevertheless, the integration of the needs of all the entities of a multi-college district poses challenges. To that end, the continuum of participatory governance structures has been reviewed and enhanced (DR1.20a—District and College Participatory Governance Planning and Budget Processes Chart). To insure that the needs of all entities are understood and duly considered within the context of the whole, analysis of the *Budget Allocation Model* is ongoing so that there is transparency and the needs of each entity does not compete with the Vision and Goals of the Board of Trustees for the whole district. Although this work is not complete, the colleges are satisfied with the progress that has been achieved in opening the decision-making processes to greater transparency and clarity. There is a commitment to continue this work, which will provide needed flexibility to the colleges and insure the Vision and Goals of the Board are met.

#### **IV. College-Wide Communication: (Standards II.A.2.f; III.D.2)**

On May 12, 2010, the IE&A Coordinator/Accreditation Chair/ALO made a report to College Council to discuss status of the Oversight Committee work and the *Follow-Up Report*; the Annual ACCJC *Financial Report* as well as the ACCJC *Annual Report*; the May 27, 2010 college-wide forum; and plans for the *Midterm Report* to be submitted fall 2011 (DR1.53—College Council Minutes—05-12-10).

May 13, 2010, a district-wide survey was disseminated in preparation for the chancellor to conduct a college-wide forum held May 27, 2010 (DR1.54—email). (Like forums were held at Santiago Canyon College and the District Office on May 20, 2010.) Issues discussed were: budget, *Bond Measure E* (i.e., two-college facilities bond), and human resources. On May 26, 2010 the IE&A Coordinator/Accreditation Chair/ALO was again invited to attend College Council to discuss district documents for the *Follow-Up Report* and to receive feedback regarding the SAC *Follow-Up Report* draft (DR1.32—College Council

## **RESPONSE TO ACCJC COLLEGE RECOMMENDATION 1**

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Minutes 5/26/10). On May 27, 2010, the college president disseminated the *Follow-Up Report* to the chancellor, district leadership, and the SAC campus leadership at a forum held at SAC by the chancellor.

On August 16 and August 31, 2010 the Oversight Committee conducted a review of the *Follow-Up Reports* of Santa Ana College and Santiago Canyon College (DR1.55a—Oversight Committee Minutes 08-16-10; DR1.55b—Oversight Committee Minutes 08-31-10). After the colleges vetted the reports through their respective participatory governance structures, the Oversight Committee approved the *Follow-Up Reports* of Santa Ana College and Santiago Canyon College on August 31, 2010 (DR1.55b—Oversight Committee Minutes 08-31-10; DR1.56—College Council Minutes 09-08-10). The status of the reports was shared at BAPR and sent to the chancellor for approval (DR1.57a—BAPR Minutes 08-25-10; DR1.57b—BAPR Agenda 09-15-10). On September 13, 2010 the Board of Trustees received the *Follow-Up Reports* of Santa Ana College and Santiago Canyon College for a first reading. The reports were approved on September 27, 2010 (DR1.58a—BOT Minutes— 09-13-10; DR1.58b—BOT Summary Minutes 09-27-10). After approval, a copy was placed in the Nealley Library for the entire college community and the community at large.

### **EVIDENCE—DISTRICT RECOMMENDATION 1**

<b>Number</b>	<b>Name</b>
DR1.1a	Follow-Up Report Timelines (Appendix B Oversight Committee Minutes 02-18-10)
DR1.1b	Oversight Committee Minutes 02-18-10
DR1.2	Oversight Committee Minutes 03-15-10
DR1.3	Oversight Committee Minutes 03-30-10
DR1.4	Oversight Committee Minutes 04-23-10
DR1.5	Oversight Committee Minutes 05-12-10
DR1.6	Oversight Committee Minutes 05-26-10
DR1.7	Oversight Committee Minutes 06-28-10
DR1.8	Oversight Committee Minutes 07-28-10
DR1.9	Board of Trustees Minutes 06-21-10
DR1.10	College Council Minutes 02-24-10
DR1.11	BAPR Minutes 02-24-10
DR1.12	Board of Trustees Minutes 02-01-10
DR1.13	Board of Trustees Vision and Goals 2010-2011
DR1.14	12 Measures of Success
DR1.15a,b	RSCCD Budget Allocation Model
DR1.16	Budget Timelines
DR1.17a	Board of Trustees Summary 07-26-10
DR1.17b	Board of Trustees Annual Self-Evaluation Timeline for 2010
DR1.17c	District Planning Timelines 2010-2012
DR1.18	Board Policies: BP 9022 & BP 9022.5
DR1.19	RSCCD Strategic Technology Plan 2010-2011
DR1.20a	District and College Participatory Governance Planning and Budget Processes Chart

## RESPONSE TO ACCJC DISTRICT RECOMMENDATION 1

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- DR1.20b District and College Participatory Governance Chart
- DR1.21a RSCCD Planning and Budget Integration Processes Chart
- DR1.21b 2010-2011 Santa Ana College Participatory Governance Schedule
- DR1.22 District and College Participatory Governance Guidelines
- DR1.23 District Council Minutes 04-26-10
- DR1.24a-i BAPR Workgroup Notes Spring 2010 and Summer 2010
- DR1.25a-l BAPR Minutes Spring 2010 and Summer 2010
- DR1.26a-h Budget Reports to BOT Spring 2010 and Summer 2010
- DR1.27 Board of Trustees Minutes 04-12-10
- DR1.28 BAPR Minutes 04-14-10
- DR1.29 District Council Minutes 04-12-10
- DR1.30 Board of Trustees Minutes 04-26-10
- DR1.31a Agenda District Human Resources Committee 09-22-10
- DR1.31b Agenda District Facility Planning Committee 09-23-10
- DR1.32 Minutes College Council 05-26-10
- DR1.33 Santa Ana College Mission
- DR1.34 Santa Ana College Planning & Budget Processes Chart
- DR1.35 Strategic Plan Update S10
- DR1.36 Strategic Plan Update with Budget/Facilities Analysis S10
- DR1.37a-f\* Examples of Program Review Documents: PA/PR 19QT Music; PA/PR 19QT Center for Teacher Education; PA/PR 19QT Dance; PA/PR 19QT Nursing; PA/PR 19QT Human Development; Direct-SLO Assessment Form C Example—Anthropology/Sociology/Women's Studies,—SAC.edu/Accreditation/evidence.htm
- DR1.38 IE&A End-of Year Report S10
- DR1.39a-m SAC Budget Committee Minutes and Documents Spring 2010
- DR1.40 Santa Ana College Participatory Governance Structure
- DR1.41\*\* Educational Master Plan and EMP Update S10
- DR1.42 Budget Think Tank Agenda and Documents
- DR1.43a HMC Architects: SAC Facilities Master Plan Timeline & Goals:  
In IE&A Minutes 03-17-10
- Dr1.43b HMC Architects Handout 04-13-10
- DR1.44a-g Selected Slides from HMC PowerPoint Presentation 06-02-10

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\*Five examples of quadrennial capstone program review (PA/PR 19QT) are provided on the electronic evidence list. They may also be accessed at SAC.edu/Accreditation/evidence. All department DPPs, Program Review Documents, including Statistical Reports and semesterly Direct-SLO Assessment documents are available electronically on InsideSAC.net—Department Index/Program Review; however, this is an internal site.

\*\* The SAC *Educational Master Plan 2007* is an aggregate document which contains multiple documents, and therefore, cannot be linked. It is updated annually. The original EMP and the EMP Spring 2010 Update are provided on disk.

## **RESPONSE TO ACCJC DISTRICT RECOMMENDATION 1**

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- DR1.45 Board of Trustees Minutes 08-23-10
- DR1.46 SAC Vision Themes
- DR1.47a-i TLC Minutes S08, S09, S10
- DR1.48 IE&A End-of-Year Report 2009
- DR1.49 Title V Grant Submitted Proposal
- DR1.50 SAC Budget Committee Recommendations
- DR1.51 RSCCD Tentative Budget 2010-2011
- DR1.52 RSCCD Budget Assumptions for Tentative Budget 2010-2011
- DR1.53 Minutes College Council 05-12-10
- DR1.54 Email Announcing Forum 05-27-10
- DR1.55a Oversight Committee Minutes 08-16-10
- DR1.55b Oversight Committee Minutes 08-31-10
- DR1.56 College Council Minutes 09-08-10
- DR1.57a BAPR Minutes 08-25-10
- DR1.57b BAPR Agenda 09-15-10
- DR1.58a Board of Trustees Minutes 09-13-10
- DR1.58b Board of Trustees Summary 09-27-10

**Note:** External jump drives with all evidentiary documents have been provided for each hard copy of this *Follow-Up Report*, or documents may be accessed directly at [SAC.edu/Accreditation/evidence.htm](http://SAC.edu/Accreditation/evidence.htm). In the electronic version of the *Follow-Up Report*, documents are *hot linked*.

**FOLLOW-UP REPORT**

**To**

**ACCREDITING COMMISSION ON COMMUNITY AND JUNIOR COLLEGES**

**Submitted to**

**RSCCD BOARD OF TRUSTEES**

**September 2010**

**SANTIAGO CANYON COLLEGE  
8045 East Chapman Avenue  
Orange, CA 92689**

9-14-10

6.4 (22)

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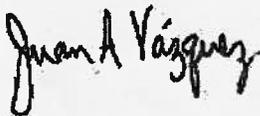
**Appendix: Evidence List** .....

## **Statement on Report Preparation**

Following receipt of the commission's action in January 2010, the Rancho Santiago Community College District (RSCCD) formed an Oversight Committee to develop a plan of action and timeline to help coordinate the Santiago Canyon College (SCC) response to the commission's recommendation with the Santa Ana College (SAC) response to its recommendation (DR 3.1 – Timelines). The Oversight Committee was comprised of individuals who were directly involved in the development of the October 2009 Follow-Up Report: RSCCD Executive Vice Chancellor of Human Resources and Educational Services John Didion; RSCCD Vice Chancellor of Business Operations and Fiscal Services Peter Hardash; SCC Vice President of Administrative Services Steve Kawa; SCC Academic Senate President Morrie Barembaum; SAC Academic Senate President John Zarske; SAC accreditation chairperson Bonita Jaros; and RSCCD Director of Research Nga Pham. The Oversight Committee reported its progress and activities to the district Budget Allocation and Planning Review (BAPR) Committee as well as the District Council, which is the Chancellor's forum for participatory governance discussion and action (Dr 3.2-3.11 – Oversight Committee Minutes).

The Oversight Committee first met in February and developed its initial action plan and timeline to respond to the October 15, 2010, deadline (DR 3.1 – Timelines). It was apparent to the Oversight Committee that the continuing state budget crisis would delay the District's adoption of a 2010-11 district budget until late September or perhaps even October. This would probably not allow the District to complete 2010-11 budget plans prior to the submission deadline. Consequently, the Oversight Committee structured its action plan and timeline to focus on the development and approval of the District's tentative budget that was scheduled to be presented and approved by the Board of Trustees on June 21, 2010 (DR 3.12 – Board of Trustees Minutes 06-21-10). The Oversight Committee presented its work plan and timeline to the BAPR Committee (DR 3.13 – BAPR Minutes 02-24-10), college presidents, Chancellor, and to the Board of Trustees through the Chancellor's oral report (DR 3.14 – Board of Trustees Minutes 02-22-10).

In the weeks prior to the submission of the response, this document was shared in draft form with the SCC community at meetings with bodies of the collegial governance system and through a shared electronic file. These opportunities to review and discuss the response continued as the Board of Trustees considered and approved this Follow-Up Report, prior to the final submission to the Commission.



Juan A. Vázquez, President  
Santiago Canyon College

### **Response to District Recommendation 3**

***Recommendation 3: The team recommends that the district evaluate its planning processes, including the integration of technology, staffing, and facilities master plans to ensure the budget is used as a planning tool to achieve both district and college strategic goals. As part of this integration, the team recommends that the district resource allocation model be based on the plans, program reviews and actual budgetary performance. This requires that the district evaluate the outcomes of its planning/budget process and use that data in subsequent budget development. (IA1, IA3, IB4, IB6, IIA1, IIA2f, IIIB2d, IIID1, IIID2, IIID3, IVB3a, IVB3b)***

#### ***Evaluation of the Planning Process***

In February, with the intent of linking planning with budgeting, the Board of Trustees held its annual planning retreat (DR 3.15 – Board of Trustees Minutes 02-01-10). This annual retreat was advanced from the summer to February in order for trustees to develop/reaffirm their annual vision and goals prior to the development of the District’s tentative budget for the 2010-11 fiscal year (DR 3.16 – Board of Trustees Vision and Goals 2010-2011). At that retreat, trustees reviewed the Accountability Reporting for the Community Colleges (ARCC) data for both colleges; the internal district report, *The 12 Measures of Success*; current budgetary performance; the budget allocation model; and related processes for the development of the 2010-11 budget (DR 3.17 – ARCC Report Santa Ana College; DR 3.18 – ARCC Report Santiago Canyon College; DR 3.19 – 12 Measures of Success; DR 3.20 – RSCCD Budget Allocation Model; and DR 3.21 – RSCCD Budget Timelines).

Simultaneous to this effort, district planning and evaluation processes were reviewed by the Oversight Committee and the Budget Allocation and Planning Review Committee (BAPR) and, as a result, these processes were strengthened and clarified. This collaborative effort involved faculty and staff from both colleges as well as district operations with attention given to alignment with the colleges’ educational master plans.

In April 2010, a Strategic Technology Plan was presented to the BAPR Committee and then forwarded to District Council and the District Chancellor (DR 3.22 – RSCCD Strategic Technology Plan 2010-2011). The Board of Trustees approved the plan on April 26, 2010 (DR 3.23 – Board of Trustees Minutes 04-26-10). Annual updates to this plan will be developed and presented to the BAPR Committee prior to the development of the tentative budget for the upcoming fiscal year.

In the fall of 2010, the District Human Resources Committee met to review data associated with the composition of the staff, vacancies, proposed reorganizations and other staffing issues related to the financial crisis. Recommendations will be submitted to the BAPR Committee (DR 3.24 – Human Resources Committee, 9-22-10 Meeting Agenda)

In the spring of 2010, HMC Architects, Inc., was contracted to assist the colleges in updating their Facilities Master Plans. These revised plans are expected to reflect current educational master plans as well as department portfolio reviews. The District Facility Planning Committee met in the fall of 2010 to review these plans and also to identify other district-wide facility plans

that require the attention of the BAPR Committee for inclusion in the 2011-2012 tentative budget (DR 3.25 – District Facility Planning Committee Information – Meeting Agenda)

At the college level, Santiago Canyon College practices integrated planning with a goal of continuous improvement. These practices were reviewed and refined through the mechanism of SCC's October 2009 Follow-Up Report. Planning efforts and budget development are integrated through the structure of the collegial governance system, which has the College Council as the central governance body element in planning and information flow (DR 3.26 – SCC Annual Planning Processes). The College Council is tasked with annually reviewing the mission of the college and ensuring a link between college planning and resource allocation, as well as overseeing the planning and allocation processes for the Educational Master Plan. (DR 3.27 – Collegial Governance Handbook, p. 6). All budget decisions not subject to emergency decision-making must demonstrate linkages to the Department Planning Portfolio (DPP) and program review documents. At each of its meetings, the College Council reviews the college's current budget performance and receives reports on completed program reviews from the Educational Master Planning Committee (DR 3.28 – SCC College Council Minutes 04-27-10). The six-year Educational Master Plan draws upon the annual three-year program review process and the annually updated Department Planning Portfolios (DR 3.29 – SCC Cycle of Planning and Accreditation)

### ***Integration of Planning and Budgeting - RSCCD***

In April 2010, the Oversight Committee made the following recommendations to link planning with budgeting:

1. The major district planning organizations will report regularly to the BAPR Committee. These organizations include the Technology Advisory Group, the Human Resources Committee, and the Facilities Committee (DR 3.30 – District and College Participatory Governance Planning and Budget Process Chart). Any process revisions were also reflected in the updated District and College Participatory Governance Guidelines (DR 3.31 – District and College Participatory Governance Guidelines).
2. Accreditation will be a regular agenda item for BAPR Committee meetings to ensure that planning and budgeting issues are regularly discussed (DR 3.13 – BAPR Minutes 02-24-10).
3. The BAPR Committee will annually review budget performance of the colleges and district operations for the recently concluded year and identify problems and issues that need to be addressed. In July 2010, BAPR conducted an initial review of the concept that a cost center would be allowed to carry over any discretionary funds saved the previous year. Similarly, if a cost center overran its discretionary budget, the deficit would be deducted from its budget the following year (DR 3.32 – BAPR Committee Meeting Minutes 07-28-10). This initial review resulted in two action steps. Cost center representatives were asked to share the concept of carryover of savings and deficits to the following year with constituent groups (DR 3.33 – SCC College Council Meeting Minutes 8-24-10). The second initiative was to have the BAPR Workgroup look at what problems might result from implementing the concept and identify how those problems could be avoided or resolved.

If the concept of savings carryover is implemented, this will allow cost center representatives to determine if they want to develop plans to reduce expenditures in a current year in order to have additional funds the following year. Long term financial planning could then be more synchronized with the long-term Educational Master Plan. For example, SCC could decide to reduce supply and contract expenses in 2010-2011, in order to have a savings carryover for 2011-2012 to purchase new computers in alignment with the SCC Technology Plan (DR 3.34 – SCC Technology Plan)

4. Problems and issues raised by the BAPR Committee will be assigned to the BAPR Workgroup, a standing committee of the BAPR Committee, which also has representatives from both colleges and district operations. The BAPR Workgroup evaluates the problems and issues and determines what changes, if any, need to be made to the budget allocation model or any district-wide budget processes. The BAPR Workgroup provides recommendations to the BAPR Committee that, if approved, are forwarded to the Chancellor (DR 3.35a-h – BAPR Workgroup March-July 2010).

In 2010, the BAPR Workgroup reviewed budget allocation models of other multi-college districts in the state. The intent was to identify concepts and/or processes used by other districts that might be used by RSCCD to improve the budget allocation model.

In summary, the BAPR Committee is where planning is integrated with budget resource allocation. All key planning components, the Board of Trustees Vision and Goals, the district Strategic Technology Plan, the Human Resources Plans and Facilities Master Plans, are reviewed and taken into consideration when funds are allocated utilizing the budget allocation model. In addition, BAPR Committee members are encouraged to identify where planning and budgeting do not appear to be in alignment. These situations would arise during program reviews, review of actual budget performance, and acknowledgement of success in meeting strategic goals whether at the district or the college.

The BAPR Committee is also responsible for providing feedback, negative or positive, that requires revisions to the budget process to planning groups, such as technology, human resources, facility planning as well as the colleges and district operations of those budget conditions.

It should be noted that while the RSCCD budget allocation model is relatively simple in its present form, there is a provision in the Budget Allocation Handbook that allows for adjustments in the form of budget assumptions (DR 3.20a-b – RSCCD Budget Allocation Model). For example, funds were set aside for the implementation of the Datatel student and financial information system (DR 3.36 – BAPR Committee Meeting Minutes 06-11-08). This was presented and approved by the BAPR Committee and recommended to the Chancellor and Board of Trustees with both approving the recommendation. There are several venues where budget issues such as the Datatel set-aside can be raised for consideration, such as college committees and/or district-wide committees. However, planning and budgeting information needs to be shared with all constituents so that any conflict between planning and budgeting can be raised by anyone including students, faculty, classified staff, and administration.

The alignment of the district 2010-2011 tentative budget with planning is also evident in the following ways.

- Implemented a 2% workload reduction for 2010-2011
- Set aside a 5% reserve in the event of future budget reductions
- Continued a hiring freeze and suspension of employee step and column increases
- Significantly reduced the Older Adult programs offered by the Continuing Education Divisions at both colleges.

The 2010-2011 tentative budget is predicated on how we best preserve our efforts to fulfill the vision of the District as well as meet the strategic goals of the colleges.

There is evidence that internal college planning/budget processes function effectively at both colleges; nevertheless, the integration of the needs of all the entities of a multi-college district poses challenges. Evidence of college planning and budget processes functioning effectively includes SCC's responses to decreases in state funding during the current economic crisis. These responses included college-wide discussions of prioritizing classroom instruction and closing down an off-campus site (DR 3.37 – SCC College Council Meeting Minutes 05-27-09; DR 3.38 – President's Email 04-15-09).

The continuum of participatory governance structures has been reviewed and enhanced (DR 3.30 – District and College Participatory Governance Planning and Budget Process Chart). To insure that the needs of all entities are understood and duly considered within the context of the whole, analysis of the Budget Allocation Model is ongoing so that there is transparency and so that the needs of each entity do not compete with the Vision and Goals of the Board of Trustees for the whole district. Although this work is not complete, the colleges are satisfied with the progress that has been achieved in opening the decision-making processes to greater transparency and clarity. There is a commitment to continue this work which will provide needed flexibility to the colleges and ensure that the Vision and Goals of the Board are met.

### ***College-Wide Participation and Communication***

SCC involvement in the previously stated district committees and workgroups receives the support of the SCC College Council. College Council not only has representation from the academic senate, classified staff, student government and administration, but also has members who represent key organizations such as technology, educational master plan and accreditation. College Council ultimately recommends to the college president how the college's budget resources are to be allocated taking into consideration the educational master plan and other college strategic plans.

It is the responsibility of the SCC members who serve on district-wide committees, workgroups and task forces to regularly report to College Council as well as to the constituents they represent, e.g., Academic Senate, the Management Council, and the classified staff organization. This keeps college organizations informed of the issues at which district-wide planning committees and the BAPR Committee are looking and provides opportunity for input. This is where the linkage of college planning and district-wide budget allocation takes place.

Representatives serving on College Council or on a district committee such as the BAPR Committee are expected to disseminate information so that any budget allocation decision that may have an adverse affect on an organizational plan can be identified early and appropriately addressed.

***Review Prior to Submission***

After the SCC College Council reviewed a draft of this response and suggestions were incorporated, the revised response was made available through a shared electronic file on the employee intranet for all faculty and staff to review and make comments. The Oversight Committee also reviewed and approved the response at its August 31, 2010, meeting (DR 3.11 - Oversight Committee Minutes 08-31-10). The response was then submitted to Board of Trustees for first reading at its September 13, 2010, meeting (DR 3.39 - Board of Trustees Minutes 09-13-10) and received final approval by the Board of Trustees on September 27, 2010 (DR 3.40 - Board of Trustees Minutes 09-27-10). A copy of the approved response is available at the college library and through the shared electronic file on the employee intranet.

## APPENDIX - EVIDENCE LIST

	<b>Timelines</b>
DR 3.1	Oversight Committee Minutes 02-18-10
DR 3.2	Oversight Committee Minutes 03-15-10
DR 3.3	Oversight Committee Minutes 03-30-10
DR 3.4	Oversight Committee Minutes 04-23-10
DR 3.5	Oversight Committee Minutes 05-12-10
DR 3.6	Oversight Committee Minutes 05-26-10
DR 3.7	Oversight Committee Minutes 06-28-10
DR 3.8	Oversight Committee Minutes 07-28-10
DR 3.9	Oversight Committee Minutes 08-16-10
DR 3.10	Oversight Committee Minutes 08-31-10
DR 3.11	Board of Trustees Minutes 06-21-10
DR 3.12	BAPR Committee Meeting Minutes 02-24-10
DR 3.13	Board of Trustees Minutes 02-22-10
DR 3.14	Board of Trustees Minutes 02-01-10
DR 3.15	Board of Trustees Vision and Goals 2010-2011
DR 3.16	ARCC Report – Santa Ana College
DR 3.17	ARCC Report – Santiago Canyon College
DR 3.18	12 Measures of Success
DR 3.19	RSCCD Budget Allocation Model
DR 3.20a-b	RSCCD Budget Timelines
DR 3.21	RSCCD Strategic Technology Plan 2010-2011
DR 3.22	Board of Trustees Minutes 04-26-10
DR 3.23	RSCCD District Human Resources Committee – 09-22-10
DR 3.24	Meeting Agenda
DR 3.25	RSCCD District Facility Planning Committee Information – Meeting Agenda
DR 3.26	SCC Annual Planning Process
DR 3.27	Collegial Governance Handbook
DR 3.28	SCC College Council Minutes 04-27-10
DR 3.29	SCC Cycle of Planning and Accreditation
DR 3.30	District and College Participatory Governance Planning and Budget Process Chart
DR 3.31	District and College Participatory Governance Guidelines
DR 3.32	BAPR Committee Meeting Minutes 07-28-10
DR 3.33	SCC College Council Meeting Minutes 08-24-10
DR 3.34	SCC Technology Plan
DR 3.35a-h	BAPR Workgroup Committee Meeting Minutes
DR 3.36	BAPR Committee Meeting Minutes 06-11-08
DR 3.37	SCC College Council Minutes 05-27-09
DR 3.38	President’s Email 04-15-09
DR 3.39	Board of Trustees Minutes 9-13-10
DR 3.40	Board of Trustees Minutes 9-27-10

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Adoption of Resolution Authorizing Payment to Trustee Absent from Board Meetings**

**Resolution No. 10-22**

**Whereas, California Education Code Section 72024(5d) provides that "a member (of the Board of Trustees) may be paid for any meeting when absent if the Board by Resolution duly adopted and included in its minutes find that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board," and**

**Whereas, on August 23, 2010, and September 13, 2010, the Board of Trustees of the Rancho Santiago Community College District held regular board meetings; and**

**Whereas, Trustee Lisa Woolery was not present at the board meetings; and**

**Whereas, the board has determined that Trustee Woolery's absence was due to family business requiring travel out of the country;**

**NOW, THEREFORE, BE IT RESOLVED that Trustee Woolery shall be paid at the regular rate of compensation for the board meetings on August 23, 2010 and September 13, 2010.**

**Dated this 27<sup>th</sup> day of September 2010.**

**Ayes:  
Noes:  
Absent:  
Abstain:**

---

**Raúl Rodríguez, Ph.D.  
Secretary to the Board of Trustees**

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

(Chancellor's Office)

To: Board of Trustees	Date: September 27, 2010
Re: Approval of RSCCD Board Retreat Summary and Chancellor's Goals	
Action: Request for Action	

**BACKGROUND**

On September 18, 2010, a board retreat was held to review the board-chancellor relationship. The theme was *The Board and Chancellor Relationship: Being a Great Team*. Dr. Kevin M. Ramirez, Consultant and Facilitator, provided a synopsis that allowed a review of the Board-CEO relationship.

**ANALYSIS**

After discussion, the board and Chancellor Rodríguez set the attached short- and long-term goals for the chancellor. The discussions emanating from these principles provided direction, clarification and goal setting for the 2010-11 academic year. The chancellor and the board of trustees also agreed to regularly monitor the chancellor's progress toward these goals and agreements.

**RECOMMENDATION**

The administration recommends approval of the board retreat summary and chancellor's goals as established on September 18, 2010.

Fiscal Impact: None	Board Date: September 27, 2010
Prepared by: Dr. Raúl Rodríguez, Chancellor	
Submitted by: Dr. Raúl Rodríguez, Chancellor	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

**September 18, 2010, Rancho Santiago CCD Board Retreat: A Summary**  
**Prepared by Dr. Kevin M. Ramirez**

***The Board and Chancellor Relationship: Being a Great Team*** was the theme of the September 18, 2010 Rancho Santiago Board of Trustees' fall retreat. Dr. Kevin M. Ramirez, Consultant and Facilitator, provided a synopsis that allowed a review of the Board-CEO relationship. The discussions emanating from these principles provided direction, clarification and goal setting for the 2010-11 academic year. The district's new Chancellor, Dr. Raul Rodriguez, and the RSCCD board of trustees also agreed to regularly monitor the chancellor's progress toward these goals and agreements.

1. Clarify and better understand the roles of a policy board and its CEO, respectively. The primary role of the board is determining policy, the "what" a district does. The CEO's primary role is to successfully implement the board's policy directions.

**Action:** The RSCCD board and chancellor agreed to have a "place holder" on their monthly agenda for *Chancellor Performance Review*. The intent is to review and monitor the chancellor's performance on a quarterly basis, more often if deemed necessary.

2. The board of trustees has one employee, the chancellor. It is not appropriate for a policy board to ask staff and faculty to accomplish their ideas; the chancellor does this for the board.

**Action:** The chancellor is comfortable with board members seeking information from staff; staff will advise the CEO of these contacts and board queries. It is the intent of the RSCCD board to not micromanage. They do not want to create an additional workload for district employees, staff. Questions and the information sought by an individual trustee will be reported to the trustees as a whole, often asked through the chancellor.

3. Trustees and the CEO behave in a trustworthy manner with one another, this develops trusting relationships, an essential responsibility of the Board-CEO team.

**Action:** Board members and the chancellor understand that trust can only be developed by being trustworthy. Each individual will honor this responsibility, thus creating a trusting leadership team.

4. Successful boards and CEOs lead as a thoughtful, educated and well-prepared team. Well-developed ideas, documentation and background information create better policies.

**Action:** The chancellor ensures that the board will be adequately informed on district issues and developments. He shall provide weekly Friday Memos to the board, as well as emailing additional items of importance. He agrees the educational process of the board should be continual and thorough. The board agrees to ask the CEO for information it deems necessary to fulfill its responsibilities and that any such data will be shared back to the remaining trustees. The chancellor may want to implement an "Ask Mr. District" ombudsman to improve district wide communications.

**5. Policy boards and their CEO engage in thoughtful planning and goal setting. Student and district success will be the focus of policy development, a model that plans, implements and evaluates.**

**Action: The board will regularly monitor and evaluate the results of its plans and implementations. The third element of the planning model is evaluation and monitoring. Follow-through and feedback are important behaviors that lead to greater accountability. At least quarterly, the RSCCD board and CEO will conduct a performance review on the chancellor's short-term and long-term goals (see attached Chancellor and Board Goals, 2010-11.)**

**6. Anticipation of issues and problems helps everyone honor the *no surprise rule*. Public surprises are often avoided when the chancellor and board keep each other informed on emerging developments.**

**Action: Each member of the board and the chancellor will keep one another informed of developing issues and information. The board's primary relationship with the external community is a helpful source of information to the CEO.**

**7. Individual trustees have no authority to make, or exercise a district decision. The board as a whole has sole authority in district matters. Board members act with respect, intelligence, and sensitivity in their interactions with faculty, staff and community, never making promises as an individual trustee.**

**Action: Understanding that board members are perceived as the RSCCD's primary leaders, members will behave in an appropriate manner with faculty, staff and community. Each individual will help build a cohesive, thoughtful and educated governance unit that sets policy direction for the Rancho Santiago CCD.**

## **CHANCELLOR'S GOALS (DRAFT 9/18/2010)**

### **Short-Term Goals**

1. Complete the facility master planning process. (Board Goals 1 & 3)
2. Implement a New Faculty Academy program in fall 2011. (Board Goals 1, 2, 3, 6, & 7)
3. Develop a District Professional Development program. (Board Goals 1, 2, 3, 5, 6, 7, & 8)
4. Reorganize the Chancellor's Ball for October 2011. (Board Goals 2, 5, & 7)
5. Reinvigorate the district policy review process:
  - a. Correct policies that have incorrect or out-of-date references;
  - b. Institute policies concerning local hiring and apprenticeship priority on district construction projects; and,
  - c. Adopt policies concerning sustainable practices that help preserve our natural resources. (Board Goals 7 & 8)
6. Select a new courseware management platform for the district to replace the current Blackboard software. (Board Goals 1, 4, & 6)
7. Perform due diligence on expansion projects (i.e., replacement of Marketplace Center, additional parking for OEC, extension of CEC lease, DMC expansion). (Board Goals 1, 2, 3, 4, 5, 6, 7, & 8)
8. Perform an assessment of the technological resources of the district and develop a plan to augment those resources. (Board Goals 4, 5, 6, & 7)
9. Create a plan to cautiously move the district from an austerity program into a period of reshaping, reengineering, and redistribution. (Board Goals 4, 5, 6, & 7)
10. Creating and maintaining regular and responsive communications with all constituent groups. (Board Goals 5 & 6)

### **Long-Term Goals**

1. Achieve increases in all of the major performance outcome measures for students (e.g., degree completion, certificate completion, transfer, etc.). (Board Goals 1, 2, 4, & 8)
2. Become a leader in instructional and administrative technology. (Board Goals 1, 4, 5, 6, & 7)
3. Prepare the groundwork for one or more general obligation bond measures. (Board Goals 3, 4, 5, 7 & 8)
4. Build out the SCC campus and replace the major aging facilities at SAC with new buildings or renovations that reflect a consistent architectural theme. (Board Goals 1, 3, 5, & 7)
5. Implement a positive image campaign for the colleges (Board Goals 5, 7 & 8)
6. Develop a long-term strategy for fundraising and resource development that fully coordinates activities between the three district/college foundations. (Board Goals 5 & 7)
7. Seek to develop multi-use facilities where feasible and create stronger partnerships with community organizations, public entities, and private organizations. (Board Goals 3, 5, 7, & 8)

**Addendum to Board Item 6.6  
Board of Trustees Regular Meeting  
September 27, 2010**

**7. Individual trustees have no authority to make, or exercise a district decision. The board as a whole has sole authority in district matters. Board members act with respect, intelligence, and sensitivity in their interactions with faculty, staff and community, never making promises as an individual trustee.**

**Action: Understanding that board members are perceived as the RSCCD's primary leaders, members will behave in an appropriate manner with faculty, staff and community. Reciprocally, representation and recognition of the board and its members will be respected at public and district events when and where appropriate. Each individual board member will help build a cohesive, thoughtful and educated governance unit that sets policy direction for the Rancho Santiago CCD.**