

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, April 25, 2011
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 Approval of Additions or Corrections to Agenda Action

1.4 Public Comment

At this time, members of the public have the opportunity to address the board of trustees on any item within the subject matter jurisdiction of the board. Members of the community and employees wishing to address the board of trustees are asked to complete a "Public Comment" form and submit it to the board's executive assistant prior to the start of open session. **Completion of the information on the form is voluntary.** Each speaker may speak up to three minutes; however, the president of the board may, in the exercise of discretion, extend additional time to a speaker if warranted, or expand or limit the number of individuals to be recognized for discussion on a particular matter.

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

1.5 Approval of Minutes – Regular meeting of April 11, 2011 Action

1.6 Approval of Consent Calendar Action

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

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

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

- 2.1 Report from the Chancellor
- 2.2 Reports from College Presidents
 - Enrollment
 - Facilities
 - College activities
 - Upcoming events
- 2.3 Report from Student Trustee
- 2.4 Reports from Student Presidents
 - Student activities
- 2.5 Reports from Academic Senate Presidents
 - Senate meetings

RECESS TO CLOSED SESSION

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

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

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

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Full-time Faculty
 - b. Part-time Faculty
 - c. Classified Staff
 - d. Student Workers
 - e. Professional Experts
 - f. Educational Administrator Appointments
 - (1) Administrative Dean
 - (2) Associate Dean
 - (3) Director
 - (4) Vice President
 - g. Other Educational and Classified Administrators
2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Matt Johnson, et al. v. Rancho Santiago Community College District, et al, U.S. District Court Case No. SACV 04-00280 JVS (MLGx)

Quisenberry v. Rancho Santiago Community College Foundation et al, Los Angeles Superior Court Case BC443003
3. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (2 cases)

4. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services
Employee Organizations: Faculty Association of Rancho Santiago Community College District
California School Employees Association, Chapter 579
Continuing Education Faculty Association
Child Development Centers Teachers Association

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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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 Revised Job Descriptions
- Approval of Appointments
- Ratification of Resignations/Retirements
- Approval of Rehiring of Temporary Non-tenure Track Employees per E.C. 87470
- Approval of Contract Extension Days for 2010-2011
- Approval of Sabbatical Leaves of Absence
- Approval of Part-time/Hourly Hires/Rehires

3.2 Classified Personnel

Action

- Approval of New Appointments
- Approval of Voluntary Furloughs
- Approval of Changes in Positions
- Approval of Changes in Salary Placements
- Ratification of Resignations/Retirements
- Approval of New Appointments
- Approval of Temporary Assignments
- Approval of Additional Hours for On Going Assignments
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Instructional Associates/Associate Assistants
- Approval of Community Service Presenters
- Approval of Volunteers

- 3.3 Approval of Mutual Non-Disclosure Agreement with American Fidelity Assurance and Authorization for Voluntary Payroll Deductions Action
The administration recommends approval and authorization for the Executive Vice Chancellor of Human Resources and Educational Services to execute the Mutual Non-Disclosure and Services Agreement with American Fidelity Assurance Company.
- 3.4 Approval of Voluntary Payroll Deduction: United Pet Care Action
The administration recommends approval of United Pet Care as an authorized payroll deduction.

4.0 INSTRUCTION

- *4.1 Approval of Santa Ana College Upward Bound Summer Residential Contract Action
The administration recommends approval of this agreement between Chapman University and Santa Ana College Upward Bound Program for 2011.
- *4.2 Approval of OTA Agreement Renewal – County of San Bernardino Action
The administration recommends approval of this agreement with the County of San Bernardino in San Bernardino, California.
- *4.3 Approval of New OTA Agreement – Terrio Therapy-Fitness, Inc. Action
The administration recommends approval of this contract with Terrio Therapy-Fitness, Inc., in Bakersfield, California.
- *4.4 Approval of Agreement with Apple Computer, Inc., for Digital Media Center (DMC) to be designated as an Apple Certified Training Center for Education Action
The administration recommends approval of this agreement with Apple Computer for the DMC to be designated as an Apple Certified Training Center for Education.
- *4.5 Confirmation of AA Degrees and Certificates Awarded in Fall 2010 - Santa Ana College Action
The administration recommends confirmation of the recipients of the SAC associate degrees and certificates for fall 2010 as presented.
- *4.6 Confirmation of AA Degrees and Certificates Awarded in Fall 2010 - Santiago Canyon College Action
The administration recommends confirmation of the recipients of the SCC associate degrees and certificates for fall 2010 as presented.

- *4.7 Approval SCC Sociology Associate in Arts Degree for Transfer (AA-T) Action
The administration recommends approval of the proposed program as required by the California Community Colleges Chancellor's Office.

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 March 2011.
- *5.3 Approval of Additional Consulting Services – The Dolinka Group Action
The administration recommends approval of additional consulting services of The Dolinka Group as presented.
- *5.4 Approval of Additional Construction Management Services for Multiple Projects at Santa Ana College Action
The administration recommends approval of the extension of management services for Bernards Management Services as presented.
- *5.5 Approval of Purchase and Sale Agreement with City of Santa Ana Action
The administration recommends approval of the Purchase and Sale Agreement as presented.
- *5.6 Approval of Architect Change Order – Athletic/Aquatic Center at Santiago Canyon College (SCC) Action
The administration recommends approval of amending and increasing the Austin Company architectural agreement in the amount of \$26,900 as presented.
- *5.7 Approval of Change Order #1 for Bid #1137 – Masonry for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1137 for Industrial Masonry, Inc., for masonry for the Humanities building at SCC as presented.
- *5.8 Approval of Change Order #1 for Bid #1144 – Roofing on Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1144 for Troyer Contracting Company for roofing on the Humanities building at SCC as presented.

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

- *5.9 Approval of Change Order #1 for Bid #1147 – Interiors for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1147 for Inland Empire Architectural Specialties for interiors for the Humanities Building at SCC as presented.
- *5.10 Approval of Change Order #1 for Bid #1148 - Flooring for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1148 for Continental Flooring Company for flooring for the Humanities building at SCC as presented.
- *5.11 Approval of Notice of Completion for Bid #1054 – Science Building at Santiago Canyon College Action
The administration recommends approval of the Notice of Completion for landscaping of the Science building at SCC as presented.
- *5.12 Approval of Notice of Completion for Bid #1066 – Science Building at Santiago Canyon College Action
The administration recommends approval of the Notice of Completion for structural steel of the Science building at SCC as presented.
- *5.13 Approval of Bid #1174 – Trash Collection and Disposal Service Action
The administration recommends acceptance of the bids and approval of awarding Bid #1174 for trash collection and disposal service to CR & R, Inc., as presented.
- *5.14 Approval of Donation of Vehicles from KIA Motors America, Inc. Action
The administration recommends approval of accepting the donation of a 2010 Kia Sorento, 2011 Kia Optima, and 2011 Kia Sportage from Kia Motors America, Inc., as presented.
- *5.15 Approval of Independent Contractors Action
The administration recommends approval of the following independent contractor: McClowry Educational Consulting Corporation, Michele McClowry, C.P.A for Business Operations/Fiscal Services consulting services to provide financial, budget, evaluation and accounting services as the Interim Assistant Vice Chancellor – Fiscal Services. Dates of service are May 1, 2011, through September 30, 2011. The fee is estimated at \$65,000.
- *5.16 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period March 13, 2011, through April 9, 2011.

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

6.0 GENERAL

6.1 First Reading of New and Revised Board Policies Information
These policies are presented for a first reading as information.

6.2 Adoption of Resolution No. 11-08 - Reduction in Trustee Compensation Action
It is recommended to adopt Resolution #11-08 to continue the reduction in trustee compensation for an additional year.

6.3 Report from Board Committees Information
• Board Facilities Committee

6.4 Board Member Comments Information

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on Tuesday, May 10, 2011.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**Santa Ana College
1530 W. 17th Street, Room U-102
Santa Ana, California**

Board of Trustees (Regular meeting)

Monday, April 11, 2011

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:30 p.m. by Mr. Brian Conley. Other members present were Dr. David Chapel, Mr. Larry Labrado, Mr. Nathan Selvidge, Mr. Phillip Yarbrough, and Ms. Lisa Woolery. Mr. John Hanna and Mr. Mark McLoughlin arrived at the time noted.

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

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Ms. Paula Garcia, High School & Community Outreach Specialist at Santa Ana College (SAC).

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to approve a revised page to the March 28, 2011, RSCCD Minutes; a revised page and addendum to Item 3.2 (Approval of Classified Personnel); and the following addendums to the agenda: Item 5.9 (Approval of Tender Agreement for completion of work originally contracted to Tidwell Concrete Construction, Inc., for Humanities building; Athletics/Aquatics complex; Santiago Canyon entry and parking lot; Chapman entry and roadway; Loop Road extension projects at Santiago Canyon College [SCC] to Great American Insurance Company) and Item 5.10 (Adoption of Resolution No. 11-07 for completion of work originally contracted to Tidwell Concrete Construction, Inc., for Humanities building; Athletics/Aquatics complex; Santiago Canyon entry and parking lot; Chapman entry and roadway; Loop Road extension projects at SCC).

1.4 Public Comment

There were no public comments.

Item 1.5 was acted upon following Item 1.6 (Approval of Consent Calendar).

1.6 Approval of Consent Calendar - (The board president asked that action be taken on this item at this time.)

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to approve the recommended action on the following items as listed on the Consent Calendar (as indicated by an asterisk on the agenda):

5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

5.2 Approval of Awarding Bid #1172 – Church and Child Development Center Demolition at Santa Ana College

The board awarded Bid #1172 for demolition of the former Child Development Center and church at SAC to Miller Environmental, Inc., as presented.

5.3 Approval of Change Order #2 – Bid #1163– ADA Upgrades to Baseball Complex at Santa Ana College

The board approved change order #2, Bid #1163 for B-One Construction Corporation for ADA upgrades to the baseball complex at Santa Ana College as presented.

5.4 Approval of Additional Geotechnical Observation & Testing Services for Athletic/Aquatics Complex at Santiago Canyon College (SCC)

The board approved additional fees for Ninyo & Moore for geotechnical observation and testing services for the Athletic/Aquatics complex at SCC as presented.

5.5 Approval of Change Order #2 - Bid #1066 – Structural Steel for Science Building at Santiago Canyon College

The board approved change order #2, Bid #1066 for McMahon Steel, Inc., for structural steel for the science building at SCC as presented.

5.6 Approval of Change Order #3 - Bid #1139 – Electric for Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #3, Bid #1139 for Dynalectric, Inc., for electric for the Athletic/Aquatic complex at SCC as presented.

5.7 Approval for Additional Testing Services for Athletic/Aquatics Complex at Santiago Canyon College

The board approved additional testing services from Reliant Testing Engineers for the Athletic/Aquatics complex at SCC as presented.

5.8 Approval for Additional Testing Services for Humanities Building at Santiago Canyon College

The board approved additional testing services from Reliant Testing Engineers for the Humanities building at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

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:

- Career Technical Education (CTE) Multiple Pathways – 2nd Award (SAC) - *Augmentation* \$15,000
- Youth Entrepreneurship Program (YEP) – BEC (District) - *Augmentation* \$60,000

6.2 Approval of First Amendment to Grant Sub-Agreements between RSCCD and nine designated colleges for Entrepreneurship Career Pathways Project

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

6.3 Adoption of Resolution #11-05 Authorizing Payment to Trustee Absent from Board Meetings

The board adopted a resolution that authorized payment to Brian Conley for his absence from the March 28, 2011, board meeting due to family business.

6.4 Approval of Revised Schedule of Board Meeting Dates for 2011

The board approved rescheduling the May 9, 2011, regular meeting to May 10, 2011.

1.5 Approval of Minutes

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to approve the minutes of the regular meeting held March 28, 2011.

Item 1.6 was acted upon following Item 1.4 (Public Comment).

Mr. Mark McLoughlin arrived at this time.

1.7 Recognition of Students by Board of Trustees

The board recognized Ms. Griselda Resendiz, student at Santiago Canyon College, and Mr. Fernando Martinez, student at Santa Ana College, for their scholastic achievements, leadership, and service to the campus community and the Rancho Santiago Community College District.

Mr. John Hanna arrived at this time.

1.8 Informational Presentation on Art Gallery Program at Santa Ana College (Estrella Award)

Ms. Sylvia Turner, Dean, Fine and Performing Arts Division, and Mr. Phil Marquez, art and photography instructor, gave an informational presentation on the Art Gallery program at Santa Ana College.

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 Martinez, 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

2.6 Informational Presentation on the Budget

Mr. Hardash provided an informational presentation on the budget at this time.

RECESS TO CLOSED SESSION

The board convened into closed session at 6:30 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]) (2 cases)

RECONVENE

The board reconvened at 7:25 p.m.

Closed Session Report

Mr. McLoughlin reported the board discussed the abovementioned items, and there was no action taken during closed session.

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. Labrado, and carried unanimously to approve the following action on the management/academic personnel docket:

- Approve Appointments
- Approve Stipends
- Approve Part-time/Hourly Hires/Rehires
- Approve Non-paid Instructors of Record

3.2 Classified Personnel

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

- Approve Voluntary Furloughs
- Approve Out of Class Assignments
- Approve Changes in Positions
- Approve New Appointments
- Approve Temporary to Hourly On Going Appointments
- Ratify Resignations/Retirements
- Approve Temporary Assignments
- Approve Substitute Assignments
- Approve Student Assistant Lists

4.0 INSTRUCTION

There were no items in this category.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1 through 5.8 were approved as part of Item 1.6 (Consent Calendar).

5.9 Approval of Tender Agreement for Completion of Work Originally Contracted to Tidwell Concrete Construction, Inc., for Humanities Building; Athletics/Aquatics Complex; Santiago Canyon Entry and Parking Lot; Chapman Entry and Roadway; Loop Road Extension Projects at Santiago Canyon College to Great American Insurance Company

It was moved by Mr. Yarbrough, seconded by Mr. Hanna, and carried unanimously to approve the Tender Agreement for completion of work originally contracted to Tidwell Concrete Construction, Inc., for Bid #1136 awarded on April 21, 2010, to Great American Insurance Company as presented.

5.10 Adoption of Resolution No. 11-07 for Completion of Work Originally Contracted to Tidwell Concrete Construction, Inc., for Humanities Building; Athletics/Aquatics Complex; Santiago Canyon Entry and Parking Lot; Chapman Entry and Roadway and Loop Road Extension Projects at Santiago Canyon College

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to adopt Resolution No. 11-07 for the completion of work originally contracted to Tidwell Concrete Construction, Inc., for Bid #1136 awarded on April 21, 2010, as presented.

6.0 GENERAL

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

6.5 Board of Trustees Cast Ballot for California Community College Trustees Board of Directors Election – 2011

It was moved by Ms. Yarbrough and seconded by Mr. Labrado to cast a vote for the following candidates for the Board of Directors Election – 2011: Jim Moreno, Stephen Castellanos, Laura Casas Frier, Nancy C. Chadwick, Mary Figueroa, Paul J. Gomez, and Pauline Larwood. Discussion ensued. The motion carried unanimously.

6.6 Adoption of Resolution No. 11-06 in honor of Jane A. Russo, Superintendent, Santa Ana Unified School District

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to adopt Resolution No. 11-06 in honor of Jane A. Russo.

6.7 Reports from Board Committees

Board Committee reports were given during Item 6.8 (Board Member Comments).

6.8 Board Member Comments

Board members thanked SAC staff for hosting the board meeting on campus.

Ms. Woolery expressed appreciation to Mr. Bart Hoffman for the Santa Ana College tour held prior to the board meeting.

Mr. Hanna provided a report on the March 29, 2011, Board Policy Committee meeting and the April 1, 2011, Advisory Committee on Legislation for Community College League of California meeting.

On behalf of the board, Mr. Hanna apologized to staff for not scheduling closed session at the beginning or end of the board meeting. He asked that closed session occur at the beginning or end of the September 26, 2011, board meeting to be held at SCC.

Mr. Labrado provided a report on the April 7, 2011, Board Facilities Committee meeting.

Mr. McLoughlin expressed appreciation to district staff for the use of parking spaces at the district office during the upcoming Floral Park Neighborhood Association's Home and Garden Tour. He indicated that proceeds will go toward a scholarship for a SAC student and a Santa Ana Unified School District student.

Mr. Labrado asked the board to recognize Ms. Lori Jordan and Mr. Ken Gouldsmith at a future board meeting.

Dr. Chapel congratulated Mr. Selvidge on his recent appointment as Regional Senator for the Student Senate for California Community Colleges.

Mr. Selvidge addressed concerns board members may have regarding the lack of qualified candidates for the 2011-2012 student trustee position.

Mr. Conley reported that on March 22, 2011, he was appointed to serve on the California Student Aid Commission by the Speaker of the Assembly John A. Pérez.

Mr. Conley reported that he recently met with Mr. John Laird, Secretary for Natural Resources in California, and Mr. Laird expressed interest in visiting the water utility science program at SCC in fall 2011.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on April 25, 2011.

There being no further business, Mr. Conley declared this meeting adjourned at 7:43 p.m.

Respectfully submitted,

Dr. Raúl Rodríguez
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: April 25, 2011

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**HUMAN RESOURCES DOCKET
MANAGEMENT/ACADEMIC**

April 25, 2011

MANAGEMENT

Revised Job Description/Attachment #1

Associate Dean
Extended Opportunities Programs and Services

Appointment

Loya, Diane
Benefits Analyst
Risk Management
District

Effective: April 25, 2011
Salary Placement: L-7 \$6,850/Month

Ratification of Resignations/Retirements

Kamimura, Aurora
Associate Dean, Extended Opportunities Programs
and Services
Santa Ana College

Effective: July 27, 2011
Reason: Resignation

FACULTY

Appointments

Cannon, Chris
Assistant Professor, Theatre Arts
Fine and Performing Arts Division
Santa Ana College

Effective: August 15, 2011
Tentative Salary Placement: II-3 \$55,506/Year

Marquez, Phillip
Assistant Professor, Art
Fine and Performing Arts Division
Santa Ana College

Effective: August 15, 2011
Tentative Salary Placement: II-3 \$55,506/Year

FACULTY (CONT'D)

Appointments (cont'd)

Sweeney, George
Assistant Professor, Math
Science and Math Division
Santa Ana College
Effective: August 15, 2011
Tentative Salary Placement: II-3 \$55,506/Year

McKowan-Bourguignon, Lisa
Assistant Professor, Math
Science and Math Division
Santa Ana College
Effective: August 15, 2011
Tentative Salary Placement: II-3 \$55,506/Year

Rehiring of Temporary Non-tenure Track Employees per E.C. 87470

Garnett, Susan
Coordinator, ESL/Family Literature Program
Continuing Education Division/CEC
Santa Ana College
Effective: August 22, 2011 – May 31, 2012
Salary Placement: III-12 \$79,472/Year
(No Change)

Janio, Jaroslaw
Coordinator, ESL/CASAS/El Civics
Continuing Education Division/CEC
Santa Ana College
Effective: August 22, 2011 – May 31, 2012
Salary Placement: VII-9 \$82,613/Year
(No Change)

Contract Extension Days for 2010/2011

Argo, Rosemary
Professor, Exercise Science
Fire Technology
Human Services and Technology Division
Santa Ana College
Effective: March 21 – March 23, 2011
Contract Extension Daily Rate: VI-A \$495.01
Number of Days: 1

Sabbatical Leaves of Absence

Anthony, Mary
Professor, Math
Science and Math Division
Santa Ana College
Effective: August 15, 2011 – May 17, 2012
Purpose: Independent Study
Salary Placement: VI-C \$103,764/Year
(Prorate at 80%)

FACULTY (CONT'D)

Sabbatical Leaves of Absence (cont'd)

Galvan, Javier
Professor, Spanish
Humanities and Social Sciences Division
Santa Ana College
Effective: August 15, 2011 – May 17, 2012
Purpose: Independent Research/Travel/
Professional Growth
Salary Placement: VII-16 \$99,274/Year
(Prorate at 80%)

Lopez, David
Professor, Instrumental Music/Ethnic
Studies
Fine and Performing Arts Division
Santa Ana College
Effective: August 15 – December 10, 2011
Purpose: Professional Growth
Salary Placement: VI-B \$101,383/Year
(Prorate at 80%)

Simbro, Teresa
Coordinator/Professor, National Council
Licensing Examination/Technology/Nursing
Science and Math Division
Santa Ana College
Effective: August 15, 2011 – May 17, 2012
Purpose: Professional Growth
Salary Placement: VI-16 \$96,624/Year
(Prorate at 80%)

Yang, Chang-Ching
Librarian
Academic Affairs
Santa Ana College
Effective: August 15, 2011 – May 17, 2012
Purpose: Professional Growth
Salary Placement: VII-16 \$99,274/Year
(Prorate at 80%)

Part-time/Hourly Hires/Rehires

Jasser, Mais
Instructor, Psychology
Arts, Humanities and Social Sciences Division
Santiago Canyon College
Effective: April 18, 2011
Hourly Lecture Rate: II-3 \$54.32

Koen, Anne
Instructor, ESL
Continuing Education Division (CEC)
Santa Ana College
Effective: April 18, 2011
Hourly Lecture Rate: 2-4 \$44.14

Wilson, William David
Instructor, Criminal Justice
Human Services and Technology Division
Santa Ana College
Effective: April 26, 2011
Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17

ATTACHMENT #1

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION
ASSOCIATE DEAN/EXTENDED OPPORTUNITY PROGRAMS AND SERVICES

GENERAL RESPONSIBILITIES

Overall responsibility to the Vice President of Student Services for the supervision and administration of all programs and services provided through District Extended Opportunity Programs and Services, including all assigned personnel and all related records and reports; performs other duties as assigned.

SPECIFIC RESPONSIBILITIES

DEVELOPMENT AND DELIVERY OF EXTENDED OPPORTUNITY SERVICES

Overall supervision of the Extended Opportunity Program and Services, staff, functions, and related activities District-wide to assist low income and disadvantaged students to access and succeed in higher education through counseling, tutoring, job and career training, core courses, Summer College Readiness Program, and extended services to qualified single parents on AFDC under the CARE program. Recruits, identifies, determines eligibility of potential students, and submits related reports.

Reviews programs, services, activities and expenditures for compliance with applicable state and federal law, regulations and guidelines, District policy and procedure and responsiveness to the needs of a culturally diverse community.

PERSONNEL

Responsible for or effectively recommends the hire, transfer, suspension, lay-off, recall, promotion, assignment, discipline, training, professional development, assignment, direction and evaluation of work, and adjustment of grievances of assigned classified personnel; also responsible for administering collective bargaining agreements, employment and promotion selection procedures, compliance with District policies, rules and regulations regarding personnel, evaluation of the performance of assigned staff, and providing direction and assistance wherever a need for improvement is identified. Oversees provision of counseling and tutoring services.

STUDENTS

Responsible for handling student personal, program- and staff- related complaints and resolving conflicts regarding student eligibility, acceptance, utilization of programs, and delivery of programs and services; interprets and recommends policies and programs to address student needs in areas of responsibility.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION

ASSOCIATE DEAN/EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (continued)

BUDGET/FUNDING

Responsible for timely and accurate preparation, submission and administration of budget for assigned programs and functions; has substantial responsibility for reporting and accounting for categorical funding of programs and related reports, and major responsibility for seeking additional and alternative funding for programs and activities.

PLANNING

Responsible for planning courses, special events, and programs, scheduling classes and work schedules in response to demand, and developing annual goals and activities for the EOPS functions.

COMMUNITY CONTACT/REPRESENTATION

Must be highly visible educational leader seeking positions of significant leadership in community institutions and activities, as well as community support organizations and on state boards and committees to articulate, enhance and improve District programs, offerings, funding, assets, and educational leadership position and reputation on the local, state and national levels.

OTHER PROFESSIONAL RESPONSIBILITIES

Significant responsibility for advising, chairing or supervising District committees and task forces related to duties.

ESSENTIAL FUNCTIONS

- A. Supervises all aspects of the planning, funding, coordinating, staffing, delivery and evaluation of programs, activities and classified staff assigned in the areas of responsibility; substantial responsibility for procurement, expenditure and accounting for funding in compliance with applicable law and policy, and for submission of reports.
- B. Resolves student complaints, problems, conflicts, and special needs to maximize performance and access to programs.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION**

ASSOCIATE DEAN/EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (continued)

REQUIRED SKILLS AND QUALIFICATIONS

Minimum Qualifications: Possess a master's degree and one year of formal training, internship, or leadership experience reasonably related to this administrative assignment; or, must possess a Community College Supervisor Credential; and, possess the minimum qualifications to serve as a faculty member in the California Community Colleges.

In addition, the Associate Dean/EOPS must have, within the last four years, two years of experience or the equivalent: 1) in the management or administration of educational programs, community organizations, government programs, or private industry in which the applicant dealt predominantly with ethnic minorities or persons handicapped by language, social or economic disadvantages or, 2) as a community college EOPS counselor or EOPS instructor, or have comparable experience in working with disadvantaged clientele.

In addition, the Associate Dean/EOPS shall have completed a minimum of six units of college-level course work predominantly relating to ethnic minorities or persons handicapped by educational, language, or social disadvantages.

Required Skills: Ability to prevent and resolve conflicts and problems, plan, measure and evaluate programs, supervise staff, analyze and apply laws, rules and regulations, build consensus and organize programs and services to meet changing needs.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET

CLASSIFIED

APRIL 25, 2011

CLASSIFIED

New Appointment

Lopez, Sonia
Intermediate clerk/ Financial Aid/ SAC
Reinstated from 39 Month Rehire List

Effective: February 22, 2011
Grade 5, Step 1 \$2722

Voluntary Furlough

Siloti, Donna
Sr. Account Clerk/ Orange Education
Center

Effective: 07/01/11 – 06/30/12
Grade 10, Step 6 @ 75%VF \$3181.50

Change in Position

Davis, Stuart
From: Admissions/Records Tech
Spec/SCC
To: Applications Specialist III
(CL10-0262) ITS

Effective: April 18, 2011
Grade 19, Step 1 + 6PG \$5692

Change in Salary Placement

Oscar, Osornio
Skilled Maintenance Worker/ Admin.
Services/ SAC

Effective: March 28, 2011
Grade 11, Step 2 \$3644

Ratification of Resignation/ Retirement

Castillo, Ricardo
Instructional Center Specialist/ Humanities/
SAC

Effective: August 14, 2011
Reason: Resignation

CLASSIFIED HOURLY

New Appointments

Nichols, Cynthia
Instructional Assistant (CL11-0275)
Orange Education Center

Effective: April 12, 2011
Up to 19 Hours/Week School Session
Grade 5, Step A \$15.64/Hour

CLASSIFIED HOURLY

New Appointments cont'd

Reyes, Jasmin Learning Facilitator /Biology/ SCC (CL11-0265)	Effective: April 11, 2011 Up to 19 Hours/Week School Session Grade 8, Step A \$17.53/ Hour
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Ratification of Resignation/Retirement

Santiago, Lauren Instructional Assistant/ Humanities/ SAC	Effective: April 13, 2011 Reason: Resignation
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TEMPORARY ASSIGNMENT

Aguilar, Luis Learning Facilitator/ Health Science/ SAC	Effective: 04/26/11 – 06/30/11
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Dang, Anh Transfer Center Specialist/ Counseling/ SCC	Effective: 05/28/11 – 06/30/11
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Additional Hours for On Going Assignment

Chambers, John Learning Facilitator/ Tutorial Center/ SAC	Effective: 04/05/11 – 05/20/11 Not to exceed 19 consecutive days in any given period.
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Nguyen, Yen Learning Facilitator/ Tutorial Center/ SAC	Effective: 04/05/11 – 05/20/11 Not to exceed 19 consecutive days in any given period.
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Packard, Roxanne Auxiliary Services Specialist/ Auxiliary Services/ SAC	Effective: 03/18/11 – 06/30/11 Not to exceed 19 consecutive days in any given period.
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Phan, David Learning Facilitator/ Tutorial Center/ SAC	Effective: 04/05/11 – 05/20/11 Not to exceed 19 consecutive days in any given period.
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Rodriguez, Hector Auxiliary Services Specialist/ Auxiliary Services/ SAC	Effective: 03/16/11 – 06/30/11 Not to exceed 19 consecutive days in any given period.
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Additional Hours for On Going Assignment cont'd

Vu, Michelle Learning Facilitator/ Tutorial Center/ SAC	Effective: 04/05/11 – 05/20/11 Not to exceed 19 consecutive days in any given period.
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Substitute Assignments

Barker, Hillary General Office Clerk/ Fire Tech/ SAC	Effective: 03/14/11 – 06/30/11
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Marasigan, Mary Instructional Assistant/ SCC	Effective: 04/18/11 – 05/31/11
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Thoe, Delmy Learning Center Specialist/ School of Continuing Education/SAC	Effective: 04/11/11 – 05/11/11
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MISCELLANEOUS POSITIONS

Richa, Jihad Business Expert Professional II/ SBDC	Effective: 04/18/11 – 06/30/11
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Instructional Associates/Associate Assistants

Criminal Justice

Bowidowicz, Michel	Effective: 04/26/11
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Chapple, Dwayne	Effective: 04/26/11
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Rupley, Michael	Effective: 04/26/11
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Exercise Science

Schoonmaker, Rory	Effective: 04/11/11
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Wolf, Brian	Effective: 04/26/11
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COMMUNITY SERVICE PRESENTERS

Stipends Effective March 11 – April 10, 2011

Burns, Brigitte	Amount: \$ 65.42
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Crowley, Debra	Amount: \$ 210.00
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COMMUNITY SERVICE PRESENTERS cont'd

Stipends Effective March 11 – April 10, 2011

Hogue, Tom	Amount: \$ 2,303.00
Klabacha, Lindsey	Amount: \$ 420.00
Krusemark, LeeAnne	Amount: \$ 73.08
Mack, Karen	Amount: \$ 410.64
Moran, Elaine	Amount: \$ 149.29
Neal, Phyllis	Amount: \$ 210.00
Nolasco, Jeffrey	Amount: \$ 562.50
Potter, John	Amount: \$ 780.00
Pratt, Allison	Amount: \$ 783.96
Rivera, Rodrigo	Amount: \$ 266.21
Schindelbeck, Judy	Amount: \$ 520.00
Sheldon, Joel	Amount: \$ 260.00
Shiple, Krissann	Amount: \$ 182.00
Styffe, Amy	Amount: \$ 120.06
Thurston, Dawna	Amount: \$ 765.00
Vallot, Lothar	Amount: \$ 85.26
Wilkes, Doug	Amount: \$ 2,662.00
Wu, Wendy	Amount: \$ 336.17

VOLUNTEERS

Contreras, Rafael
Non Student/ Student Support Services/
SAC

Effective: 04/26/11 – 06/30/1

Jones, Kevin
Non Student/ Exercise Science/ SAC

Effective: 04/26/11 – 06/30/11

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

To:	Board of Trustees	Date:	April 25, 2011
Re:	Approval of Mutual Non-Disclosure Agreement with American Fidelity Assurance and Authorization for Voluntary Payroll Deductions		
Action:	Request for Approval		

BACKGROUND

Based upon the recommendation of the Joint Benefits Committee, the district is conducting an eligibility verification audit of all dependents enrolled in the district's health insurance plans. American Fidelity Assurance Company (AFA) has been engaged to conduct this audit.

ANALYSIS

The attached Mutual Non-Disclosure and Services Agreement establishes the services provided by AFA and the obligations of the parties. AFA is providing these audit services at no cost and will be allowed to make its voluntary insurance programs available to employees during the course of the audit process. The district currently offers AFA insurance products to CSEA employees through payroll deduction. This agreement will expand eligibility for all of AFA's insurance products to all employees and authorize the payment of any required premiums through payroll deduction.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Executive Vice Chancellor of Human Resources and Educational Services to execute the Mutual Non-Disclosure and Services Agreement with American Fidelity Assurance Company.

Fiscal Impact:	None	Board Date:	April 25, 2011
Prepared by:	Don Maus, Risk Manager		
Submitted by:	John Didion, Exec. Vice Chancellor, Human Resources & Ed. Services		
Recommended by:	Dr. Raúl Rodríguez, Chancellor		

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

To:	Board of Trustees	Date:	April 25, 2011
Re:	Approval of Voluntary Payroll Deduction: United Pet Care		
Action:	Request for Approval		

BACKGROUND

The district's Joint Benefits Committee is requesting that the Board of Trustees authorize United Pet Care as an approved voluntary payroll deduction for employees.

ANALYSIS

Board of Trustees authorization is required for all voluntary payroll deduction programs. United Pet Care (UPC) is a pet healthcare membership program that allows members to save 20-50% on every visit to the veterinarian. Employees would pay a monthly membership fee in order to participate in this program.

RECOMMENDATION

It is recommended that the Board of Trustees approve United Pet Care as an authorized payroll deduction.

Fiscal Impact:	None	Board Date:	April 25, 2011
Prepared by:	Don Maus, Risk Manager		
Submitted by:	John Didion, Exec. Vice Chancellor, Human Resources & Ed. Services		
Recommended by:	Dr. Raúl Rodriguez, Chancellor		

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santa Ana College – Student Services Division**

To:	Board of Trustees	Date: April 25, 2011
Re:	Approval of Santa Ana College Upward Bound Summer Residential Contract	
Action:	Request For Approval	

BACKGROUND

Under the auspices of Santa Ana College's federally funded Upward Bound Program, a number of student-centered activities have been designed to enhance student success in pre-collegiate readiness and enhance student success in college. For the past eight years we have offered a grant-funded summer residential program in collaboration with a local four-year university that provides dormitory accommodations, meals, and classroom facilities. The 2011 summer residential program will be hosted by Chapman University and will serve 35 high school students.

ANALYSIS

The program has been highly successful and is recommended by partners (SAUSD and SAC) for continuation.

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached agreement between Chapman University and the Santa Ana College Upward Bound Program for 2011.

Fiscal Impact:	Not to exceed \$60,000 (grant funded)	Board Date: April 25, 2011
Prepared by:	Sara Lundquist, Ph.D., Vice President, Student Services SAC Lilia Tanakeyowma, Ed.D., Dean of Student Affairs	
Submitted by:	Erlinda Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Dr. Raúl Rodríguez., Chancellor, RSCCD	



CHAPMAN UNIVERSITY CONFERENCE AGREEMENT

*Chapman University, Conference Services
One University Drive, Orange, CA, 92866
(714) 997-6811, FAX (714) 744-7811*

This Chapman University Conference Agreement ("Agreement") is made and entered into this 21st day of March, 2011 by and between Chapman University, a California corporation, hereinafter called "University" and Rancho Santiago Community College District, a nonprofit public agency, hereinafter called "Client," which is the entity, person, persons or groups of persons seeking use of University facilities and/or property. The University agrees to provide Client with the facilities and services listed herein for the period and under the other terms described herein. Accordingly, the parties mutually agree to the terms and conditions set forth in this Agreement.

1. CLIENT INFORMATION

Name of Conference: *Upward Bound 2011 Summer Residential Program*

Description of Conference: *Pre-college academic program including SAT prep, recreation and enrichment workshops.*

Address: *Rancho Santiago Community College District
Attn: Peter J. Hardash
Vice Chancellor
Business Operations and Fiscal services
2323 North Broadway
Santa Ana, CA 92706*

Telephone Number: *(714) 564-6843 [Romelia Madrigal]*

2. HOUSING

The University agrees to provide housing spaces to the Client as follows:

* Estimated total number of participants: *35 students and
5 staff each week*

Residence Hall staff check-in date and time: *July 9, 2011 (9 am – 10 am)*

Residence Hall check-in date and time: *July 9, 2011 (12 pm – 2 pm)
July 17, 2011 (6 pm – 7 pm)
July 24, 2011 (6 pm – 7 pm)
July 31, 2011 (6 pm – 7 pm)*

Residence Hall checkout date and time:

*July 15, 2011 (5 pm – 6 pm)
July 22, 2011 (5 pm – 6 pm)
July 29, 2011 (5 pm – 6 pm)
August 5, 2011 (5 pm – 6 pm)*

** Please Note: Time of check-out each week is contingent on whether the university needs the rooms over the weekend for another group. If rooms are not scheduled, the group may leave their belongings in the rooms over the weekend. If rooms are needed by the university, the group will be notified in advance.*

** Please note that actual charges will be determined under "Estimate and Guarantee" set forth below.*

KEYS: A fee of \$50.00 will be assessed for any lost keys not returned by checkout date and time.

LINEN SERVICE: Linen service will not be provided by the University.

HOUSING ASSIGNMENTS: The University reserves the right to alter housing assignments prior to the start of any conference for required maintenance work or to accommodate additional conference groups.

A housing list with participants paired will be due in the Conference Office by July 1, 2011.

HOUSEKEEPING SERVICES: Housekeeping services are provided in the hallways, public restrooms and lounge areas of the halls. Unless specific arrangements are made, individuals are responsible for their own rooms.

LIVE-IN HOUSING SUPERVISION: The Client is responsible for providing adequate supervision in the assigned residence halls. All youth groups with members under the age of eighteen are required to provide live-in residence supervision of at least one (1) adult for every ten (10) youths.

RESIDENCE HALL ROOMS: The University reserves the right to enter rooms for the purpose of inspection, repair or emergency.

3. FOOD SERVICE

The University agrees to provide meals to the Client as follows:

First conference meal will be:		<i>Dinner July 9, 2011</i>
Last conference meal will be:		<i>Sack Lunch Aug. 5, 2011</i>
Number of Meals:	Breakfast (21)	<i>July 10 – 15, 2011 July 18 – 22, 2011 July 25 – 29, 2011 Aug. 1 – 5, 2011</i>
	Lunch (17)	<i>July 10 – 14, 2011 July 18 – 21, 2011 July 25 – 28, 2011 Aug. 1 – 4, 2011</i>
	Sack Lunch (4)	<i>July 15, 22, 29, Aug. 5, 2011</i>

Dinner (18)

*July 9 – 14, 2011
July 18 – 21, 2011
July 25 – 28, 2011
Aug. 1 – 4, 2011*

Lost Meal Cards: Per meal card charge **\$15.00**

MEAL TIMES: The University reserves the right to alter meal times depending on the number of participants. Any such alteration will be made at least five (5) days prior to the start of any conference. Groups wishing to change contracted serving times may incur a surcharge to cover additional labor costs.

LOCATION OF MEALS: All meals are served cafeteria style in the Argyros Forum Dining Room and Patio unless other arrangements have been made.

FOOD SERVICE NEEDS: All food service needs must be provided by the University’s contracted food service.

MEAL CARDS: Each of the Client’s participants must produce his or her meal card on passing through the cafeteria meal line. This procedure will verify the participant’s enrollment in a particular session of the conference/camp.

4. FACILITIES

The University agrees to provide facilities to the Client as follows:

<u>Facility</u>	<u>Date(s)</u>	<u>Times</u>
3 classrooms seating 20 students each <i>(Classrooms are equipped with overhead projectors and VHS players.)</i>	July 9 – 14, 2011	8:30 am–11:50 pm & 12:50 pm–2:50 pm
	July 18 – 21, 2011	8:30 am–11:50 pm & 12:50 pm–2:50 pm
	July 25 – 28, 2011	8:30 am–11:50 pm & 12:50 pm–2:50 pm
	Aug. 1 – 4, 2011	8:30 am–11:50 pm & 12:50 pm–2:50 pm
2 classrooms for SAT Prep	July 11 – 14, 2011	3:00 pm–5:00 pm
	July 18 – 21, 2011	3:00 pm–5:00 pm
	July 25 – 28, 2011	3:00 pm–5:00 pm
	Aug. 1 – 4, 2011	3:00 pm–5:00 pm
Recreational Facilities, as available (TBA)	July 11 – 14, 2011	6:20 pm–7:20 pm
	July 18 – 21, 2011	6:20 pm–7:20 pm
	July 25 – 28, 2011	6:20 pm–7:20 pm
	Aug. 1 – 4, 2011	6:20 pm–7:20 pm
1 Shared Computer Lab	July 11 – 14, 2011	12:50pm–2:50pm & 7:40pm–8:45pm
	July 18 – 21, 2011	12:50pm–2:50pm & 7:40pm–8:45pm
	July 25 – 28, 2011	12:50pm–2:50pm & 7:40pm–8:45pm
	Aug. 1 – 4, 2011	12:50pm–2:50pm & 7:40pm–8:45pm

The facilities of the University that are the subject of this Agreement are referred to herein as the “Facilities.”

5. SPECIAL EQUIPMENT AND SERVICES

SPECIAL EQUIPMENT: Tables and chairs for special set-ups and audiovisual equipment are limited on campus. Arrangements for such equipment should be made well in advance of your arrival. All necessary outside rentals (tables, chairs, audiovisual equipment, etc.) will be at the Client's expense. Technicians, if requested by the client for services after regularly scheduled hours (8:00 am – 5:00 pm, Monday – Friday), will be \$25.00 per person per hour.

PARKING: A parking permit is required to park in University parking lots. Parking is available on campus in the residence halls and main campus parking lots (excluding the Memorial Hall Parking Lot and the Hashinger Parking Lot) at no additional charge. Parking in the Memorial Hall Parking Lot and the Hashinger Parking Lot is restricted. PLEASE NOTE: Parking is unavailable in parking spaces marked faculty only or reserved parking spaces. Parking on city streets is restricted to the campus side only! A city parking permit is required to park on the street opposite the university. Please observe handicapped and reserved parking spaces. The University is not responsible for any parking tickets issued to participants.

6. FINANCIAL ARRANGEMENTS

ESTIMATED CHARGES: *Estimated charges for facilities and services are as follows:*

Residence Hall Rooms and Meals *(Double occupancy rooms as outlined in Section 2 and meals as outlined in Section 3. Single rooms, as available, are an additional \$15.00 per person per night. Five single rooms will be provided for the staff at the double occupancy residence hall rate.)*

40 participants @ \$1,308.00 per person for 4 weeks <i>(July 9 – 15, 2011; July 17 – 22, 2011; July 24 – 29, 2011; July 31 – August 5, 2011)</i>	\$52,320.00
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Facilities *(As outlined in Section 4)*

Facilities, as outlined in section 4, will be at no additional charge provided there are at least 40 participants including staff registered in the residence halls for the enter program. If numbers fall below 40 participants, facility charges will be \$500.00 per week.	To Be Determined
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ESTIMATED TOTAL CONFERENCE CHARGES	\$52,320.00
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DEPOSITS / PAYMENTS: A non-refundable deposit of thirty five percent (35%) of the Estimated Total Conference Charges is payable with the return of this signed Agreement and will be applied to the charges set forth herein. The balance of the Estimated Total Conference Charges will be due and payable on or before July 1, 2011. Final conference invoices are due and payable to the Conference Office within thirty (30) days of billing. Client agrees to pay all of the unpaid Estimated Total Conference Charges in a timely manner as set forth above. Client shall pay interest on any unpaid balance at the rate of 1.5% per month or the highest rate permitted by law, whichever is lower.

Non-refundable deposit of \$18,312.00 is due with return of the signed agreement by June 1, 2011.

The balance of \$34,008.00 will be due and payable on or before July 1, 2011.

A final invoice for the balance of all charges will be submitted within two (2) weeks of the Conference. Payment on the final balance is due within thirty (30) days of receipt.

CANCELLATIONS: Written notice of cancellation must be submitted to the University Conference Office no later than 30 days prior to the scheduled conference date. If such cancellation occurs within 90 days of the scheduled Conference, a service charge of five percent (5%) of the estimated total Conference charges shall be assessed; if within 60 days of the scheduled Conference, a service charge of ten percent (10%) of the estimated total Conference charges shall be assessed; and if within 30 days of the scheduled Conference, a service charge of fifteen percent (15%) of the estimated total Conference charges shall be assessed. The Client acknowledges and agrees that such charges are reasonably calculated to compensate the University for damages it will suffer in connection with such cancellation.

ESTIMATE AND GUARANTEE: The University will hold beds for the estimated number of participants referred to in the housing facilities section of this Agreement. The Client must guarantee in writing the exact number of participants no later than 30 days prior to the beginning of the Conference, including name, gender and room assignments. Full charges will be made for the guarantee figure even if actual attendance is below this estimate. If no guarantee figure is so furnished, the reservations above will become the guaranteed figure and the Client agrees to pay that figure. Should the actual number of participants exceed the guarantee figure, the Client will be billed for the actual number. All guarantee figures are for the entire Conference period unless otherwise approved in writing by the University's Director of Conferences and Scheduling.

7. INSURANCE

INSURANCE: The Client shall, at its own cost and expense, secure and maintain in force at all times during which this Agreement is in effect policies of insurance that meet the minimum requirements of Chapman University as described below.

- A. Commercial General Liability Insurance for personal bodily injury including sexual misconduct (including by definition sexual molestation, abuse, and harassment), wrongful death, and broad form property damage losses included, written on an occurrence form, with limits as follows:
- | | |
|---|-------------|
| i. Each Occurrence | \$1,000,000 |
| ii. Products/Completed Operations Aggregate | \$1,000,000 |
| iii. Personal and Advertising Injury | \$1,000,000 |
| iv. Sexual Misconduct | \$ 50,000 |
- Limits no less than \$50,000 per occurrence/\$100,000 aggregate
Note: If the General Liability coverage has any sub-limits or exclusions that apply to coverage for sexual misconduct, the Certificate of Insurance must define those limits or exclusions.
- v. General Aggregate \$2,000,000
- B. The Client must provide a Certificate of Insurance or other evidence of insurance satisfactory to Chapman University, with specific reference to the event described in this Agreement. Coverage must be written on an "occurrence" form and maintained throughout the term of the contract. With regard to coverages described under paragraphs A above:
- By endorsement, the policy must reflect, "Chapman University, its trustees, officers, employees, faculty, and agents as an additional insured as their interest may appear with regard to the activity and/or operations under this Facilities Agreement."
 - By endorsement, the policy must include a provision that the coverage will be primary and will not participate with nor be excess over any valid and collectible insurance or program of self-insurance carried or maintained by the University.

- iii. It is agreed that the provisions under (i), and (ii) above shall only apply in proportion to and to the extent of the negligent act or omissions of the Client, its officers, agents, or employees.
 - iv. By endorsement, the policy must reflect Waiver of Subrogation in favor of Chapman University.
 - v. Where required "by endorsement," the presence of such endorsement must be noted on the Certificate of Insurance and a separate insurer issued endorsement must be accompany the Certificate of Insurance.
- C. Insurance maintained by Client shall apply on a first dollar basis. Any deductible or self-insured retention shall not exceed \$5,000 per occurrence, unless otherwise approved by Chapman University. The client herein acknowledges their responsibility for any losses that fall under a deductible or self-insured retention.
- D. It is agreed herein that the coverage, limits, and conditions referred to under A, B, and C above shall not in any way limit the liability of the Client. The Client shall furnish the University with Certificates of Insurance evidencing compliance with all requirements 30 days prior to commencement of this Agreement. Such certificates shall:
- i. Provide for thirty (30)-days advance written notice to the University of any modification, change, or cancellation of any of the above insurance coverage. The Certificate of Insurance must reflect wording as follows: "Should any of the described policies be cancelled or coverage and/or limits reduced or materially altered prior to the expiration date thereof, the issuing insurer will mail 30 days written notice to the certificate holder named to the left."
 - ii. The above-described Certificate of Insurance will be due in the Conference Services Office by June 9, 2011.
- E. Each insurance policy shall be issued by an insurance company authorized to do business in the State of California or eligible surplus lines insurer acceptable to the State and having agents in California to whom service of process may be made, and currently rated by A.M. Best as "(A-) IX" or better.
- F. The Client shall provide the University with Certificates of Insurance in conformance with the above requirements for any companies providing services to Client in connection with this Agreement.

8. USE

All individuals and Clients in their use and occupancy of University property shall comply with all applicable laws, rules and regulations, including University regulations. Any use of the University Facilities contrary to or in violation of any applicable law, rule or regulation shall bar such individual or Client from any further use of such Facilities.

The Client shall use the Facilities for the purposes as stated above and no other.

The University reserves the right to reassign facilities to assure maximum and most appropriate utilization of University facilities, to revoke campus privileges, including residency in its buildings, of any occupant whose conduct becomes, in the University's opinion, injurious or potentially injurious to the residential community, to assign alternate housing and/or meeting space commensurate with reduced space needs should the actual number of participants fall below the attendance expected based upon the reserved space, to terminate the reservation of the Client should unforeseen emergencies occur making it inadvisable, illegal, or impossible to provide the facilities, and/or to add or delete from these policies any clause(s) whatsoever upon timely notification.

Use and occupancy of University property shall be primarily for University purposes. Any authorized use or occupancy of the Facilities or property by anyone, including Client, for other than University purposes shall be subordinate to such primary purposes.

No use or occupancy of University property will be permitted if the University Officials in the exercise of its discretion determines that such use or occupancy is prohibited by law, will interfere with the use of the property for University purposes or will result in picketing, rioting, disturbance of the peace or other disruption of University activities, or in damage to the property or alterations which may render it unfit for, or may interfere with its proper use for, University purposes.

During the Client's use of Facilities, the University shall have access to the Facilities as necessary to the University's use of its adjoining properties and to assure compliance with this Agreement.

9. UNIVERSITY POLICIES

MEDICAL SERVICES: It is understood and agreed that the University shall furnish no medical services to the Client or the Client's guests or employees.

ANIMALS: The Client is not permitted to have animals on campus.

AMPLIFIED SOUND: Chapman University has very strict policies about outdoor amplified sound. The Conference Office must approve all amplified sound.

SMOKING: No smoking shall be permitted in university buildings.

EQUIPMENT: Individuals or Clients who wish to bring any equipment on campus must obtain prior approval from the University Conference Office, and must agree to waive any University liability or responsibility regarding any and all damage to, or theft of, said equipment.

CONFERENCE PROGRAM: The University may require that it be furnished, within a reasonable period in advance of the scheduled Conference, with a complete program of the Conference, with copies of all talks and addresses and the script of any entertainment proposed to be given on the University property. If such copy reasonably demonstrates that the program will be in violation of law or of these rules and regulations, the proposed use shall not be permitted.

USE OF UNIVERSITY NAME: The Client will not use the Chapman University name in any advertisement material, brochure, mailer or any similar item in a manner that infers that the University is a sponsor/co-sponsor or in any way affiliated with the user group. The University's name may only be used for reference of event location unless written approval has been granted by the Executive Vice President / Chief Operating Officer or designee.

10. LEGAL ISSUES

DAMAGE: The Client agrees to leave the Facilities and premises of the University in the same condition as at the commencement of the Conference and to pay the cost of extraordinary cleaning necessitated by the use of such Facilities and premises by the Client. The Client shall be liable for any damage to the Facilities or property therein which may be caused by any act or negligence of the Client, its employees, agents, and other individuals using the Facilities with its consent, and the University may, at its option, repair such damage, and the Client agrees to reimburse and compensate the University for the total cost of such repair or damage, within five (5) days of receiving a statement by University for the same.

PROPERTY OF THE CLIENT: The University is not responsible for lost, stolen or damaged property of the Client, its conferees or their guests.

RELICENSING OF SPACE: The University reserves the right to relicense all Facilities covered by this Agreement if this Agreement is not signed, returned to the University, and deposit paid by the due date listed herein.

INDEMNITY: Both parties shall conduct their activities upon the University premises so as not to negligently, recklessly or willfully endanger any person lawfully thereon. Each party will be responsible for its own negligent, reckless or willful acts or omissions, and will indemnify, defend and hold the other harmless from any and all claims, demands, loss, liability, costs, and expenses arising out of or resulting from its own negligent, reckless or willful acts or omissions. Such obligations will be for the benefit of the officers, trustee, agents, and employees of the respective parties. The foregoing obligations are in addition to, and not in lieu of, the other obligations of the parties under this agreement.

ASSIGNABILITY: The Client may not sublet or sublicense any portion of the Facilities or assign, mortgage, encumber, or otherwise transfer this Agreement without prior written consent of the University. Any consent by the University shall not constitute a waiver of this provision for any future assignment, encumbrance, sublease or transfer or a release of the Client from its obligations under this Agreement.

ATTORNEYS' FEES AND EXPENSES: If any action at law or in equity is commenced to enforce any of the provisions or rights under this Agreement, the unsuccessful party to such litigation, as determined by the court in a final judgment or decree, shall pay the successful party or parties all costs, expenses, and reasonable attorneys' fees incurred by the successful party or parties (including, without limitation, costs, expenses and fees on any appeals), and if the successful party recovers judgment in any such action or proceeding, such costs, expenses and attorneys' fees shall be included as part of the judgment.

CONSENT TO ARBITRATION: Any controversy, dispute, or claim of whatever nature arising out of, in connection with, or in relation to the interpretation, performance or breach of this Conference Agreement, including any claim based on contract, tort, or statute, shall be resolved, at the request of any party to this Agreement, by final and binding arbitration administered by and in accordance with the then existing Rules of Practice and Procedures of Judicial Arbitration & Mediation Services, Inc. Unless the parties otherwise agree, the arbitrator shall apply California substantive law, and the California Evidence Code to the proceeding. The arbitrator shall prepare in writing and provide to the parties an award including factual findings and the reasons on which the decision is based. The arbitrator shall not have the power to commit errors of law or legal reasoning, and the award may be vacated or corrected pursuant to California Code of Civil Procedure section 1286.2 or 1286.6 for any such error. The arbitration shall be conducted in Orange County, California.

AMERICANS WITH DISABILITIES ACT: It is the responsibility of the University to exercise reasonable effort in assuring that its Facilities are accessible to people with disabilities in a manner consistent with the guidelines of the Americans With Disabilities Act, provided that the Client uses reasonable effort to determine and report to University any special needs that may exist. The Client must insure that program activities covered under this Agreement are consistent with and comply with all legal requirements, including the requirements of the Americans With Disabilities Act. This includes, if necessary, the provision of auxiliary services, such as sign language interpreters. The Client is responsible for providing accommodations for special needs of participants including interpreters, guides, handicap vans, etc.

CATASTROPHES: In the event the Facilities licensed hereunder are unavailable due to destruction, partial or total, or for any other reason beyond the control of the University, including acts of God, natural disasters, strikes, or actions by governmental agencies, the University shall have the right to terminate this Agreement by refunding all deposits due to the Client. The Client shall have no right nor claim against the University for any damages it suffers as a result of such cancellation.

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

ENTIRE AGREEMENT: This Agreement constitutes the entire agreement between the parties hereto concerning the subject matter hereof and supersedes any and all prior agreements, whether written or oral, regarding the subject matter hereof.

AUTHORITY: The person signing this Agreement on behalf of the Client represents that (s)he is duly authorized to bind the Client to all the terms, conditions, and requirements of this Agreement.

11. ACCEPTANCES

The organization acknowledges by signing this Conference Agreement that its primary purpose is to provide an educational program for the benefit of those who attend.

We the undersigned, do hereby enter into this Conference Agreement, as witnessed by our signatures below.

For Chapman University

By: _____
Signature

Print Name

Title

Date

For the Client

By: _____ *SMU*
Signature

Peter J. Hardash
Print Name

Vice Chancellor Business Operations
Title and Fiscal Services

Date

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Human Services and Technology Division

To: Board of Trustees	Date: April 25, 2011
Re: Approval of OTA Agreement Renewal – County of San Bernardino	
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 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) year 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 agreement with the County of San Bernardino in San Bernardino, California.

Fiscal Impact: None	Board Date: April 25, 2011
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 Rodriguez, Chancellor, RSCCD	



County of San Bernardino

F A S

STANDARD CONTRACT

FOR COUNTY USE ONLY

<input checked="" type="checkbox"/> New	Vendor Code		SC	Dept. PHL	A	Contract Number DPH-SI-014	
<input type="checkbox"/> Change						Contractor's License No.	
<input type="checkbox"/> Cancel	County Department Public Health		Dept.	Orgn.			
County Department Contract Representative Michele Jacknik			Telephone (909)387-6281		Total Contract Amount \$ 0.00		
Contract Type							
<input type="checkbox"/> Revenue		<input type="checkbox"/> Encumbered		<input type="checkbox"/> Unencumbered		<input checked="" type="checkbox"/> Other Non-financial	
If not encumbered or revenue contract type, provide reason:				Template			
Commodity Code		Contract Start Date 10/01/10		Contract End Date 09/30/13		Original Amount \$	Amendment Amount \$
Fund AAA	Dept. PHL	Organization 1000	Appr.	Obj/Rev Source	GRC/PROJ/JOB No	Amount \$ 0.00	
Fund	Dept.	Organization	Appr.	Obj/Rev Source	GRC/PROJ/JOB No.	Amount \$	
Fund	Dept.	Organization	Appr.	Obj/Rev Source	GRC/PROJ/JOB No.	Amount \$	
Project Name Student Internship Program			Estimated Payment Total by Fiscal Year				
			FY	Amount	I/D	FY	Amount

THIS CONTRACT is entered into in the State of California by and between the County of San Bernardino, hereinafter called the County, and

Name
 Rancho Santiago Community College District _____ hereinafter called School
 Address
 2323 N. Broadway _____
 Santa Ana, CA 92706 _____
 Telephone (714) 564-6800 _____ Federal ID No. or Social Security No. _____

IT IS HEREBY AGREED AS FOLLOWS:

This Agreement is entered into by and between the County of San Bernardino, hereinafter referred to as "County," on behalf of the Department of Public Health, hereinafter referred to as the "Department," and Rancho Santiago Community College District, hereinafter referred to as (School).

WITNESSETH:

WHEREAS, the School has the need of additional facilities for public health field experiences of its students, hereinafter referred to as "Students"; and

WHEREAS, the Department operates a site which is suitable for the public health training of Students; and

WHEREAS, it is of mutual benefit to the parties that the Students use the facilities of the Department for their learning experience;

Auditor/Controller-Recorder Use Only

<input type="checkbox"/> Contract Database	<input type="checkbox"/> FAS
Input Date	Keyed By

NOW, THEREFORE, the parties hereto enter into this Agreement as a full statement of their respective responsibilities during the term of this Agreement, and in consideration of the representations made above and the covenants and conditions set forth herein, the parties agree as follows:

I. Obligations of the Department

The Department will:

1. Permit access for Students and Instructors to facilities as necessary to participate in required public health field experiences so long as such access does not interfere with the regular activities of the Department.
2. Designate appropriate personnel to coordinate the Student's public health field experiences, and inform Students of all applicable policies and regulations of the Department.
3. Provide, when possible, a reasonable amount of space for Students and Instructors who may be taking part in the field experiences, including suitable space for lectures, and storage of instructional material, or otherwise specified items.
4. Permit and encourage employees of the Department to participate in the instructional phase of the field experiences.
5. When practical, permit the Department's management or other designated personnel to attend meetings of the School's field faculty, or any committee thereof, to coordinate the field experiences provided under this Agreement.
6. Provide students with a general orientation to the organizational structure, services, and relevant policies and procedures.
7. Recommend to the School the withdrawal of a Student for reasons not limited to: (a) the achievement, progress, or adjustment or health of the student does not warrant a continuation at the Department, or (b) the behavior of the Student fails to conform to the applicable regulations of the Department.
8. Reserve the right, exercisable in its discretion after consultation with the School, to exclude any Student from its facilities in the event that such person's conduct or state of health is deemed objectionable or detrimental, having in mind the proper administration of the Department.
9. Be responsible for costs incurred in fingerprinting scans and California Department of Justice Clearance for any students under this Agreement.

II. Obligations of the School

The School will:

1. Designate a faculty member of the School who shall serve as a Coordinator and be responsible for planning and coordinating the activities and assignments of the Students with the Coordinator designated by the Department.
2. Provide the names of Students, who must be pre-registered, sufficiently in advance to allow convenient planning of schedules. Students assigned for public health field experiences at the Department shall be subject to the supervision and direction of the Department.
3. Provide and maintain the records and reports of its Students during their public health field experiences.
4. Require every student to conform to all applicable Department policies, procedures, and regulations, and all requirements and restrictions specified jointly by representatives to the School and the Department.
5. Provide the Department upon written request verification of the immunization, diagnostic tests, and examinations performed to document Students' freedom from communicable disease as required by the Department policy in effect at the time of assignment to the Department.
6. Warrant that Students have been provided with information and education necessary to enable them to function safely and effectively. As applicable, this will include but is not limited to safety, use of hazardous materials, prevention of infection (including tuberculosis and blood borne pathogens), and

prevention of violence. These requirements may be updated periodically as required by the Department policy or the requirements of external regulating agencies. Documentation of such training will be provided to the Department upon request.

7. Ensure students are informed that they are required to submit to fingerprinting scan by the County Sheriff's Department, in order for the Students to obtain clearance from the California Department of Justice, prior to assignment to the Department for field experiences.
8. In consultation and coordination with the Department, arrange for periodic conferences between appropriate representatives of the School and the Department to evaluate the Field Experience Program provided under this Agreement.

III. Insurance

1. School agrees that the Department is not to assume, nor shall it assume by this Agreement, liability under any applicable Workers' Compensation Law for, by, or on behalf of any Students while said Students are on the premises of Department performing any duty under the terms of this Agreement and School agrees to indemnify, defend and hold Department harmless with respect thereto as provided herein.
2. School agrees to maintain insurance policies or a self-insurance program in amounts sufficient to satisfy its indemnification obligations set forth in Section III and IV of this Agreement, and to provide proof of such coverage at the request of Department.
3. The Department does not provide professional liability coverage for Students. All Students who perform invasive clinical procedures and/or dispense medications must be either covered by the School's professional liability insurance or carry their own professional liability insurance with combined single limits of \$1,000,000 and \$3,000,000 in the aggregate. Upon request from Department, the School or the Student must be able to provide proof of such insurance coverage.

IV. Indemnification

1. School agrees to indemnify, defend and hold harmless the Department, its officers, agents and volunteers against all claims, demands, suits, judgments, expenses, costs and/or liability of any and every kind arising out of this Agreement resulting from the negligent acts, errors or omissions of the School, on account of the injury or death of persons, or loss or damage to equipment or property of the Department.
2. Department agrees to indemnify, defend and hold harmless the School, its officers, agents and volunteers against all claims, demands, suits, judgments, expenses, costs and/or liability of any and every kind arising out of this Agreement resulting from the negligent acts, errors or omissions of the Department, on account of the injury or death of persons, or loss or damage to equipment or property of the School.
3. In the event the Department and/or School is found to be comparatively at fault for any claim, action, loss or damage which results from their respective obligations under this Agreement, the Department and/or School shall indemnify the other to the extent of its comparative fault.

V. Term and Termination

This Agreement shall be effective for a three (3) year term, commencing on the execution of the Agreement by both parties and shall automatically renew for successive one year terms thereafter.

However, this Agreement may be terminated at any time, with or without cause, by either party after giving the other party 30 days advance written notice of its intention to terminate. Any such termination by the Department shall not be effective, at the election of the School, as to any Student(s) who, at the date of mailing of said notice by the Department, was participating in said program, until such Student(s) has completed the program for the then current academic term.

Written notice issued pursuant to this Section by the Department shall be sent by registered mail to the School faculty member or Designee in charge of the program. Written notice issued pursuant to this Section by the School shall be sent by registered mail to the Department Director.

VI. Modification

This Agreement may only be altered, changed, or amended by mutual agreement of the parties in writing.

VII. Governing Law

This Agreement is made and entered into the State of California and shall in all respects be interpreted, enforced and governed by and under the laws of the State of California.

VIII. Attorney's Fees and Costs

In any legal action to enforce or declare any party's rights hereunder, each party, including the prevailing party, shall bear its own costs and attorneys' fees. This section shall not apply to those costs and attorneys' fees directly arising from any third party legal action against a party hereto and payable under the indemnification requirement of this Contract.

IN WITNESS WHEREOF, this Agreement has been executed by and on behalf of the parties hereto, the day and year first above written.

COUNTY OF SAN BERNARDINO

Rancho Santiago Community College District
(Print or type name of corporation, company, contractor, etc.)

► _____
Department of Public Health Director

Dated _____

By ► _____
(Authorized signature - sign in blue ink)

Name Peter J. Hardash
(Print or type name of person signing contract)

Title Vice Chancellor of Business Operations/Fiscal Svcs
(Print or Type)

Dated _____

Address 2323 N. Broadway
Santa Ana, CA 92706

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Human Services and Technology Division

To: Board of Trustees	Date: April 25, 2011
Re: Approval of New OTA Agreement – Terrio Therapy-Fitness, Inc.	
Action: Request for Approval	

BACKGROUND

The Occupational Therapy Assistant Program of Santa Ana College is required to offer all program students Fieldwork opportunities at sites throughout the community in order to gain practical field experience. This is necessary to apply the knowledge and skills they have learned in their college classes. This is a new agreement for the Occupational Therapy Assistant program. The OTA Program will place no students at the site 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 five (5) 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 Terrio Therapy-Fitness, Inc., in Bakersfield, California.

Fiscal Impact: None	Board Date: April 25, 2011
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 Rodriguez, Chancellor, RSCCD	

AGREEMENT

Occupational Therapy Assistant Program

THIS AGREEMENT is made and entered into the 26th day of April, 2011 by and between **TERRIO Therapy-Fitness, Inc.**, hereinafter called the Agency, and **Rancho Santiago Community College District on behalf of Santa Ana College**, hereinafter called the District.

PART I. BASIS AND PURPOSE OF AGREEMENT

WITNESSETH:

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

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

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

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

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

PART II. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE COLLEGE

A. For the Program in General

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

by the State Workmen's Compensation Insurance Fund.

B. For Program Planning

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

C. For Occupational Therapy Assistant Program Students

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

PART III. **GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY**

A. For the Program in General

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

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

B. For Services and Facilities

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

C. For the Control of District Personnel

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

PART IV. **JOINT RESPONSIBILITIES AND PRIVILEGES**

A. For publications

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

B. Insurance:

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

C. Indemnification

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

PART V. **STATUS OF OCCUPATIONAL THERAPY ASSISTANT STUDENTS**

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

PART VI. **PERIOD OF AGREEMENT, TERMINATION**

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

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

**District: Rancho Santiago Community
College District**

**Rancho Santiago Community College
District**

2323 N. Broadway
Santa Ana, CA 92706

Agency: TERRIO Therapy-Fitness, Inc.

TERRIO Therapy-Fitness, Inc.

4101 Easton Drive
Bakersfield, CA 93309

Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services

Tim Terrio
Title: Founder/CEO

Date: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Fine and Performing Arts

To: Board of Trustees	Date: April 25, 2011
Re: Approval of Agreement with Apple Computer, Inc. for the Digital Media Center to be designated as an Apple Certified Training Center for Education	
Action: Request for Approval	

BACKGROUND

Under the terms of this agreement, Apple Computer Inc. will designate our Digital Media Center (DMC) as an “Apple Certified Training Center for Education” (ACTCE). The Digital Music Certificate Program at the DMC, a well-established career technical education program at the college, has been working over the last two years to meet Apple’s specifications in the areas of curriculum, instructor qualifications, and hardware/software configuration. Now that we meet those specifications, the DMC qualifies to be designated as an ACTCE. This agreement will allow us to integrate Apple instructional curriculum into our existing courses in music editing so that students can earn certification granted by Apple Computer in their industry-standard music production software. It will also allow us to advertise the DMC as an Apple Certified Training Center and SAC will be listed on Apple’s website and publications as an approved training site.

ANALYSIS

This agreement with Apple covers appropriate uses of Apple logos in advertisement, specifications for curriculum, and specifications for instructor qualification. It also covers insurance and other issues relating to the liability of both parties. This agreement shall be effective for one (1) year or until termination by written notice of either party. Sylvia Turner, Dean of Fine and Performing Arts, has reviewed the agreement. Apple requires that at least five (5) students take their certification test per year at a cost of \$75 per test. This cost will be charged to students who desire to take the test and the cost will not be borne by the college.

RECOMMENDATION

It is recommended that the Board of Trustees approve this agreement with Apple Computer so that the DMC can be designated as an Apple Certified Training Center for Education.

Fiscal Impact: None	Board Date: April 25, 2011
Prepared by: Norm Fujimoto, Vice President of Academic Affairs Sylvia Turner, Dean of Fine and Performing Arts	
Submitted by: Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by: Dr. Raúl Rodriguez, Chancellor, RSCCD	



Dear Apple Training Center Applicant:

Apple Training & Certification would like to welcome you to the contractual phase of the Apple Authorized Training Center (AATC) or Apple Authorized Training Center for Education (AATCE) program. We look forward to a successful outcome of this process.

For your review, we have compiled this contract kit, which contains the following documentation:

- Document Checklist
- AATC Contract
- AATC or AATCE Program Policies and Procedures, as appropriate to your candidacy
- General Information Form

Please direct any questions about the contract or the program to trainingcenter@apple.com. We look forward to receiving your signed contract.

Thank you for supporting Apple Inc.

Sincerely,
Apple Training & Certification



Apple Authorized Training Center (AATC) Checklist

Overview: Please take a few moments to review the enclosed documents. Ensuring that each document is reviewed, filled out completely and accurately, and returned to the address below will allow Apple to quickly process your contract. For your convenience you can check each item off from this list. Email contracts@apple.com if you have any questions.

_____ Apple Authorized Training Center (AATC) Agreement

- Print the Agreement. A scanned copy of the fully executed Agreement will be emailed to the Mailing Contact email address you provided. Note: If you wish to receive a fully executed original Agreement back, please provide Apple with two (2) originals of the Agreement.
- Review the Agreement
- Fill in your organization's name and address at the top on the first page
- Sign and date the last page

_____ AATC General Information Form – print one copy and complete

Return all required documents, including this checklist to:

Apple Inc.
Sales Contracts Management
1 Infinite Loop, MS 90-2CM
Cupertino, CA 95014
Fax: 866-784-4003
Email: contracts@apple.com



Apple Authorized Training Center Agreement

This Apple Authorized Training Center Agreement ("Agreement") is entered into between Apple Inc., located at 1 Infinite Loop, Cupertino, CA 95014 ("Apple") and:

Entity Name ("Training Center"): Santa Ana College Digital Media Center
Address: 1300 S. Bristol Street
City, ST, Zip: Santa Ana, CA 92706

1. Definitions.

When used in this Agreement, the following words have the meanings specified below:

A. "Agreement" means collectively this Apple Authorized Training Center Agreement, together with all amendments, additions, documents or materials incorporated by reference.

B. "Apple Certification Curriculum" means Apple's authorized and/or proprietary course names, course materials, and supporting collateral.

C. "Apple Certification Test" means an Apple proprietary examination delivered at an Authorized Location and administered by a Training Center.

D. "Apple Marks" means trademarks, service marks, logos and product names owned by or licensed to Apple and used on and in connection with the Apple Certification Curriculum, Apple Certification Tests, a Training Class or Testing Service, including the designation "Apple Authorized Training Center."

E. "Authorized Location" means the location at which Apple authorizes a Training Center to provide Training Classes and Testing Services under this Agreement.

F. "Candidate" means an individual who registers with a Training Center to take an Apple Certification Test.

G. "Certified Trainer" means an individual certified by Apple to instruct an Apple Certification Curriculum course at a Training Class.

H. "Confidential Information" means confidential information disclosed by either party to the other, which is not generally available to others, including but not limited to any non-public information relating to the other party's research, development, proprietary technology, product and marketing plans, finances, personnel, business opportunities, and pricing, but does not include information that becomes public knowledge except to the extent made public in violation of this Agreement.

I. "Instructor Material" means the Apple Certification Curriculum materials for use by a Certified Trainer to assist in instructing Students on the subject matter being taught during a Training Class.

J. "Student" means an individual who registers with a Training Center to attend a Training Class.

K. "Student Material" means the Apple Certification Curriculum materials for use by Students to assist in learning about the subject matter being taught during a Training Class.

L. "Training Class" means a course of instruction in which a body of Students registered with a Training Center and led by a Certified Trainer are taught a subject matter with the use of Apple Certification Curriculum materials at an Authorized Location.

M. "Testing Services" means the scheduling, delivery, and proctoring of any and all Apple Certification Tests offered and

delivered to Candidates through the Training Center, and the performance of related activities and procedures incidental thereto as required by Apple.

N. "Training Center" means an entity authorized by Apple to provide Training Classes and/or Testing Services at an Authorized Location.

O. "Policies and Practices" means policies, practices and programs that (i) govern Training Center's performance under this Agreement and its use of or activities under or with respect to any other Apple-provided resources and systems, (ii) are posted on the Apple sales web or other Apple web sites or otherwise provided to Training Center, and (iii) may be updated periodically by Apple at Apple's sole discretion.

2. **Appointment.** Apple appoints Training Center as a limited and nonexclusive Apple Authorized Training Center or Apple Authorized Training Center for Education for the delivery of Training Classes and/or Testing Services to Students in accordance with the terms of this Agreement and accompanying Policies and Practices; and Training Center accepts this appointment.

3. Scope of Authorization.

A. Upon Apple's confirmation that Training Center has compliant Authorized Location(s) and available Certified Trainers, Training Center is authorized to deliver Training Classes and/or Testing Services, as authorized under this Agreement and accompanying Policies and Practices. Training Center will determine its own prices for delivery of a Training Class and/or an Apple Certification Test.

B. Notwithstanding anything to the contrary, Apple reserves the right to add or remove a Training Center's Authorized Location, authorized Training Class, or authorized Apple Certification Test, or modify the scope of the Training Center's authorization under this Agreement at any time upon thirty (30) days prior written notice.

C. Notwithstanding anything to the contrary, Apple reserves the right to add, remove or modify the Policies and Practices at any time without notice. Training Center will have a commercially reasonable period of time to implement changes by Apple, not to exceed thirty (30) days.

D. Training Center will use only the Apple Certification Curriculum and Apple Certification Tests when delivering Training Classes and Testing Services. Training Center may also deliver their own course materials, provided no representation is made that the course materials are endorsed by Apple or are led by an Apple Certified Trainer.

4. Training Center's Obligations.

A. Training Center shall act at all times and conduct its activities in a professional and competent manner and maintain a high level of customer satisfaction. Without limitation, Training Center will: (i) adhere to all requirements of the Policies and Practices; (ii) communicate with Students in a courteous and timely manner, providing information on and availability of Training Classes and Apple Certification Tests; (iii) register Students and provide administration services that among



others enable the facilitation and confirmation of Customer's payment; (iv) acquire and keep current at all times an inventory of Apple Certification Curriculum materials and/or Apple Certification Test eligibility codes that is reasonably sufficient to meet Training Center's obligations under this Agreement; (v) obtain all required certifications, registrations and licenses, and comply with all federal, state and local laws and regulations; and (vi) make commercially reasonable efforts to notify Students of the copyright notices contained within the Apple Certification Curriculum.

B. Training Center will maintain an Internet email address, that it will provide to Apple, and have Internet access at all times. Training Center will access Apple's channel web sites at least weekly to ascertain whether Apple has modified the Policies and Practices.

C. Training Center will notify Apple promptly in writing of any suspected intellectual property infringement or erroneous information contained in the Apple Certification Curriculum and/or Apple Certification Tests.

D. Training Center will pay all applicable sales or use taxes, duties and other imposts due on account of purchases made under this Agreement. Training Center will be responsible for the collection of all applicable sales tax and use taxes associated with the resale of Apple Certification Tests or provision of Training Classes.

E. The Training Center agrees that the method of delivery and technical discussions of the Apple Certification Curriculum shall be based on those demonstrated to Certified Trainers during the Apple Certified Trainer Train-the-Trainer (T3) Program. Class discussions and laboratory exercises will be consistent with those defined in the Apple Certification Curriculum.

F. Training Center shall provide one set of new Student Materials for each Student enrolled in the Training Class and will not use any other materials, unless otherwise agreed in writing by Apple. Training Center will not alter, add to or delete from, or teach part of the Apple Certification Curriculum at any time without prior written authorization from Apple. Training Center is not authorized to provide copies of the Apple Certification Curriculum to any person not enrolled in the Training Class.

5. **Confidentiality.** Neither party will use the other's Confidential Information except as required to achieve the objectives of this Agreement, or disclose such Confidential Information except to employees, agents or contractors who have a need to know or as required by law. Neither party will make any disclosure or statement of Confidential Information in connection with this Agreement or its subject matter without the other's prior written consent or as required by law.

6. Limited Warranty.

A. Apple warrants to Training Center that the Apple proprietary Apple Certification Curriculum materials conform to their general descriptions and are in good condition. These warranties are nontransferable. Training Center's sole and exclusive remedy for any breach of this warranty is replacement of the item upon return to Apple of the nonconforming item, if applicable.

B. APPLE MAKES NO OTHER WARRANTY TO TRAINING CENTER, EITHER EXPRESS OR IMPLIED, WITH RESPECT TO ANY ITEMS PROVIDED BY APPLE UNDER THIS AGREEMENT. APPLE SPECIFICALLY DISCLAIMS THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

7. Records, Inspections, Reporting and Audit.

A. Unless otherwise instructed by Apple, Training Center will report to Apple on a regular basis as defined by the Policies and

Practices the number of Students enrolled in Training Class, the type and number of Training Classes held by Training Center, the number of Apple Certification Tests delivered, and any other information reasonably related to the provision of Training Classes or Testing Services, as requested by Apple. Apple will have the right to inspect Training Center's Authorized Locations and related facilities at any time during regular business hours for purposes of verifying Training Center's compliance with the terms of this Agreement and the Policies and Practices.

B. Training Center will maintain, at the applicable Authorized Location, its records relating to the delivery of Apple Certification Tests and/or Training Classes for at least five (5) years from the date of this Agreement. Upon Apple's reasonable request, during the term of this Agreement and for five (5) years after its expiration or termination, Training Center will promptly provide copies of any requested records, financial statements, and documents to Apple.

C. Training Center will provide Apple with resale certificate numbers and any other documentation requested by taxing authorities to substantiate any claim of exemption from taxes, duties, or imposts.

D. In addition to any other rights of inspection Apple may have under this Agreement, Training Center shall, upon written request, during normal business hours, but not more frequently than once each calendar year, provide access to pertinent records relating to purchases and payments made in connection with the Training Center Program thereto, to an independent accounting firm chosen and compensated by Apple, for purposes of audit. Such accounting firm shall be authorized to report to Apple the amount of payments due and payable for the period examined. If the audit discloses any noncompliance with this Agreement, then Training Center shall immediately remedy the noncompliance, and should noncompliance represent a discrepancy in payments of greater than three percent (3%), Training Center shall be obligated to reimburse Apple for the discrepancy as well as the cost of the audit.

8. Proprietary Marks.

A. Apple Marks

Training Center is permitted to use the Apple Marks and the designation "Apple Authorized Training Center" or "Apple Authorized Training Center for Education" in furtherance of Training Center's appointment, provided that all such use complies with Apple's policies (including Apple's Guidelines for Using Apple Trademarks and Copyrights as published at <http://www.apple.com/legal/trademark/guidelinesfor3rdparties.html>) as updated from time to time). This Agreement does not grant to Training Center any rights with respect to any other Apple intellectual property, including trade dress, design (and particularly the design of Apple's retail stores and web sites), and look and feel, and Apple reserves all rights to the exclusive use of its intellectual property. Other than specifically authorized by this Agreement or another agreement between Training Center and Apple, Training Center will not do anything that suggests Apple's endorsement or recommendation or otherwise creates an association with Apple. Training Center agrees that Apple owns all rights in the Apple Marks, and that any use by Training Center shall inure to the benefit of Apple. Except as expressly permitted hereunder, Training Center agrees not to use any Apple trademark, service mark, logo, trade dress, design, "look and feel" (e.g., the design and layout of Apple's retail stores or websites, or the name under which Training Center does business) in any manner whatsoever, or act in any manner that implies an endorsement of Training Center by Apple. Training Center will not remove, obfuscate or add any mark to any Apple Certification Curriculum materials provided by Apple.



B. Training Center Publications

All course catalogues, promotion publications and other materials promoting Training Classes offered by the Training Center must be reviewed and approved by Apple in writing before publication to ensure Apple's Guidelines for Using Apple Trademarks and Copyrights are being met. Apple will use reasonable efforts to approve publications within a commercially reasonable period of time not to exceed thirty (30) days. Apple shall consider requests from Training Center for "template approval" such that standard layout and design of Training Center's course catalogues, promotion publications and other materials can be approved in advance. Such template approval requests will only be approved on the condition that Training Center ensures that it always refers to and complies with the latest version of Apple's Guidelines for Using Apple Trademarks and Copyrights prior to re-using any pre-approved template, and that the templates are submitted to Apple for reassessment no less than once every six (6) months.

C. Apple Certification Curriculum

Training Center acknowledges and agrees that the Apple Certification Curriculum is proprietary to Apple and its suppliers and that Apple and its suppliers retains all rights, title, and interest, in so far as it has right thereto. Training Center agrees that this Agreement does not grant Training Center any title or other right of ownership to the Student Materials, Instructor Materials, or Apple Certification Tests, or any title, license or other right of ownership to any Apple trademark. Training Center will not disassemble, copy, modify, create derivative works, or otherwise change the Student Materials, Instructor Materials, or Apple Certification Tests.

D. Apple Proprietary Customer Information

Training Center acknowledges that (i) Apple maintains customer information independently derived from numerous sources other than Training Center, including product registration and use of Apple's websites by customers and prospective customers; (ii) such customer information may be identical to information that Training Center has developed or maintains; and (iii) Apple has a proprietary interest in such customer information when derived from sources other than Training Center, whether or not Training Center has derived or maintains identical information. Training Center disclaims any interest whatsoever in Apple's proprietary customer information.

9. Insurance. For each Authorized Location, Training Center will have a general liability insurance policy, including coverage for premises liability, products, and completed operations. This policy will have limits of not less than one million dollars (\$1,000,000) per incident for bodily, personal injury or property damage, or one million dollars (\$1,000,000) in a combined single limit, and a Certificate of Insurance will be made available to Apple at its request. Public entities, as allowed or required by local statute or regulation, shall have the right to maintain a program of self-insurance. Evidence of such shall be provided, upon execution of this agreement.

10. Indemnity.

A. Training Center will defend, hold harmless and indemnify Apple against any claim or threat of claim brought by a third party against Apple arising out of the acts or omissions of Training Center, its employees or agents, excluding acts or omissions expressly required or prescribed by Apple under this Agreement.

B. If Apple seeks indemnification provided for in this Section, Apple will cooperate with and provide reasonable assistance in the defense or settlement of any claim or legal proceeding. Training Center and Apple will not make public any terms, or the mere existence, of any settlements.

11. Limitation of Liability and Remedies. DIRECT DAMAGES

FOR ALL CLAIMS MADE BY TRAINING CENTER ARISING FROM THIS AGREEMENT SHALL BE LIMITED TO THREE HUNDRED THOUSAND DOLLARS (\$300,000). IN NO EVENT, WHETHER AS A RESULT OF BREACH OF CONTRACT, WARRANTY, TORT, STRICT LIABILITY, STATUTE OR OTHERWISE, SHALL APPLE BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL OR INDIRECT DAMAGES (INCLUDING, WITHOUT LIMITATION, CLAIMS FOR LOST BUSINESS PROFITS OR REVENUE, LOSS OF DATA, INTERRUPTION IN USE, UNAVAILABILITY OF DATA, OR THE COST OF THE PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES) OR FOR PUNITIVE OR EXEMPLARY DAMAGES. This limitation is a critical element of the parties' bargained-for consideration and will be effective even in the event Apple is informed in advance of the possibility of such damages. The remedies set forth in this Agreement shall be Training Center's sole and exclusive remedies for any claims against Apple under or related to this Agreement.

12. Term and Termination.

A. Term

Unless terminated earlier as provided in this Agreement, the initial term of this Agreement will be in effect until June 30, and unless either party provides written notice to the contrary to the other party not less than thirty (30) days before the expiration of any renewal term, this Agreement shall be renewed for additional one (1) year periods.

B. Termination

This Agreement may be terminated as follows: (i) either party may terminate this Agreement at any time, with or without cause, on thirty (30) days prior written notice to the other party; and (ii) Apple may terminate this Agreement immediately and without any period to remedy if: (a) Training Center fails to fully perform any obligation under this Agreement or violates any practices or procedures set forth herein, (b) Training Center commits a felony or engages in any unlawful or unfair business practice, (c) there is a material change in or transfer of Training Center's management, ownership, control, business operations, or Training Center becomes affiliated, through common management, ownership, or control, with any person who or entity that is unacceptable to Apple, (d) Training Center's actions expose or threaten to expose Apple to any liability, obligation, or violation of law, (e) Training Center fails to maintain sufficient net worth and working capital to meet its obligations, has a receiver or trustee appointed for its property, becomes insolvent or makes an assignment for the benefit of creditors, (f) Training Center closes its last Authorized Location or terminates its last Certified Trainer, or (g) Training Center abandons this Agreement.

C. Effect of Notice of Termination

If either party gives notice of termination of this Agreement according to Section 12b(i): (i) all unpaid Apple invoices will become due on the effective date of termination; and (ii) Apple may refuse all or part of Training Center's orders received by Apple after the date of notice of termination. Training Center may continue to use the designation "Apple Authorized Training Center" until the effective date of termination. In addition, if termination is in accordance with Section 13B(ii), all unpaid Apple invoices will become due on the effective date of termination.

D. Effect of Expiration or Termination

Upon expiration or termination of this Agreement: (i) Training Center will immediately cease use of the Apple Marks and the designation "Apple Authorized Training Center" or "Authorized Training Center for Education"; (ii) Apple will cancel all eligibility codes issued to Training Center; (iii) Training Center will complete all Training Classes in progress; and (iv) Training Center will return promptly to Apple all Apple property in Training Center's possession, such as loaned equipment and all Apple Confidential Information.



13. General Terms.

A. Governing Law; Venue; Limitation of Claims

This Agreement will be governed and interpreted under the laws of California, U.S.A, without regard to its conflict of laws provisions, unless the Training Center is a public institution or agency, in which case this Agreement will be governed and interpreted under the laws of the state in which Training Center is located. In the event of any dispute or controversy between the parties to this Agreement, the parties shall try to resolve the dispute in a fair and reasonable way. To that end, the parties shall first attempt to resolve such dispute or controversy through one senior management member of each party. If the parties' senior management members are unable to resolve such dispute or controversy within sixty (60) days after the complaining party's written notice (a "Dispute Notice") to the other party of such dispute or controversy, the parties shall further seek to resolve the dispute or controversy pursuant to non-binding mediation conducted in either Santa Clara County or San Francisco County, California. Each party shall bear its own expenses in connection with the mediation, except that Apple shall pay the fees and expenses of the mediator. If the parties are unable to resolve the dispute or controversy within sixty (60) days after commencing mediation, either party may commence litigation in the state or federal courts in Santa Clara County, California (but only such courts). Notwithstanding the foregoing, each party shall have the right to seek equitable relief in order to protect any rights to confidentiality or intellectual property. The parties hereby waive any bond requirements for obtaining equitable relief. To the extent permitted by law, EACH PARTY HERETO HEREBY IRREVOCABLY WAIVES ALL RIGHT OF TRIAL BY JURY IN ANY ACTION, PROCEEDING OR COUNTERCLAIM (WHETHER OR NOT RELATING TO OR ARISING OUT OF WITH THIS AGREEMENT). ANY LITIGATION ARISING OUT OF ANY DISPUTE OR CONTROVERSY BETWEEN THE PARTIES TO THIS AGREEMENT MUST BE BROUGHT WITHIN ONE (1) YEAR FROM THE FIRST DATE SUCH ACTION COULD HAVE BEEN BROUGHT. IF A LONGER PERIOD IS PROVIDED BY STATUTE, THE PARTIES HEREBY EXPRESSLY WAIVE IT.

B. Notice

Any notice under this Agreement, except as expressly provided otherwise, must be in writing and will be deemed given upon the earlier of actual receipt or ten (10) days after being sent by first class mail, return receipt requested, to the address set forth below for Apple and to the address designated on page one (1) of this Agreement by Training Center for receipt of notices, or as may be provided by the parties.

Apple Inc.
Sales Contracts Management
1 Infinite Loop, Mail Stop 38-2CM
Cupertino, CA 95014

Either party may give notice of its change of address for receipt of notices by giving notice in accordance with this section. Written notice shall include notice provided via electronic email.

C. Privacy

Training Center acknowledges that in performing Testing Services and/or delivering Training Classes under this Agreement Training Center will gather, transfer, process, and use the personal data of Students. Such personal data may include the name, address, telephone number, and electronic mail address of Students. Training Center warrants that any data transferred for use has been collected and transferred to Apple or its agent in accordance with the data protection laws applicable in the country in which the Customer is based, including if appropriate, notice prior to or at registration that personally identifiable information may be shared with other third parties for evaluation, marketing and administration purposes. Training Center shall take appropriate legal,

organizational, and technical measures to ensure the confidentiality of personal data in accordance with applicable law.

D. Severability

If a court of competent jurisdiction holds that any provision of this Agreement is invalid or unenforceable, the remaining portions of this Agreement will remain in full force and effect, and the parties will replace the invalid or unenforceable provision with a valid and enforceable provision that achieves the original intent of the parties and economic effect of the Agreement.

E. Headings and Construction

Paragraph headings are for reference only and will not be considered as parts of this Agreement. Wherever the singular is used, it includes the plural, and, wherever the plural is used, it includes the singular.

F. Waivers

A party's waiver of any breach by the other party or failure to enforce a remedy will not be considered a waiver of subsequent breaches of the same or of a different kind.

G. Assignments and Other Material Business Changes

Training Center will notify Apple promptly if there is a material change in Training Center's ownership, management, or control; or Training Center acquires an ownership, managerial or controlling interest in a third party that provides training services or training classes. Training Center may not assign, in whole or in part, this Agreement without Apple's prior written approval.

H. Relationship of Parties

Training Center is an independent contractor, has no power or authority to bind Apple, and is contracting for certain goods and services. Nothing in this Agreement will be construed as creating any relationship such as employer-employee, principal-agent or franchisor-franchisee. Training Center acknowledges that Apple can provide the Apple Certification Curriculum and Apple Certification Tests directly to any person, including Training Center's customers.

I. Entire Agreement

Apple and Training Center acknowledge that this Agreement supersedes and extinguishes all previous agreements and representations of, between or on behalf of the parties with respect to its subject matter. This Agreement contains all of Apple's and Training Center's agreements, warranties, understandings, conditions, covenants, and representations with respect to its subject matter. In the event of a conflict between the terms and conditions of this Agreement and the terms and conditions contained in an exhibit, the terms and conditions of this Agreement shall prevail. Neither Apple nor Training Center will be liable for any agreements, warranties, understandings, conditions, covenants, or representations not expressly set forth or referenced in this Agreement. Apple is deemed to have refused any different or additional provisions in purchase orders, invoices or similar documents, unless Apple affirmatively accepts such provisions in writing, and such refused provisions will be unenforceable.

J. Modifications

Except as otherwise provided in this Agreement, no modification to this Agreement will be binding unless in writing and signed by an authorized representative of each party.

K. Counterparts

This Agreement may be executed in one or more counterparts (including by facsimile), each of which when so executed shall be deemed to be an original and shall have the same force and effect as an original but such counterparts together shall constitute one and the same instrument.



Authorized Apple Training Center (AATC) General Information Form (GIF)

Completing this form will ensure that Apple has accurate information regarding your company. The information requested below is used for referrals, mailings, announcement notifications, and invoicing.

Instructions:

1. Complete Headquarters Information and Authorization Information
 2. Include this form with your AATC Agreement and other documents. Inquiries may be directed via email to contracts@apple.com.
-

AATC Headquarters Location

Please complete this information about your principal place of business:

Rancho Santiago Community College
Full Legal Name

Santa Ana College (DMC)
Business (aka) Name

1530 West 17th Street
Street Address

Santa Ana, CA 92706
City, State, Zip

Authorization

District Sylvia Turner, Dean Fine & Perf Arts
Name and title of person completing this form

714-564-5600
Phone Number / Fax Number

turner_sylvia@sac.edu
Email Address

April 25, 2011
Date

Additional Locations To Be Authorized (copy as many GIFs as required)

None

Location Manager/Contact Name

Phone and Fax Number for Location Manager

Business Name (if different than above)

Email for Location Manager

Street Address

City, ST, Zip

Rev 01/07



Training and Certification

Policies and Practices

Apple Authorized Training Center for Education

Updated April 2009

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Changes to this Document

Apple reserves the right to change the Policies and Practices document at any time, by posting to Apple Sales Web, and notice shall be deemed given when posted. The Apple Authorized Training Center for Education shall have a commercially reasonable period of time to implement any notified changes, provided such period shall not exceed thirty (30) days.

Definition of the AATCE Program

This section defines AATCEs, and describes the relationship between Apple and AATCE Program members, including resources that Apple makes available to AATCEs, AATCE responsibilities, and restrictions on AATCE behavior.

Definition of AATCE

"Apple Authorized Training Center for Education" (hereafter referred to as "AATCE" in this document) means an academic institution that is authorized by Apple to incorporate Apple Certification Curriculum course materials into the institution's existing, accredited curriculum, to deliver the Apple Certification Curriculum training classes through Apple Certified Trainers (hereafter referred to as "ACTs" in this document) who have met Apple's quality standards, and to administer exams to its matriculated students and faculty. Apple refers to this type of training as "academic delivery," which means that the training and exams may NOT be made available to the general public, even via extension or enrichment programs (which are classified as "commercial delivery"). An AATCE MUST have Apple's written permission to change its classification to commercial AATC (that is, an AATCE may not offer classes to members of the general public without first getting written clearance from Apple). Acceptance into the AATCE Program does not guarantee acceptance into the AATC Program. For example, high schools are not eligible to join the AATC Program.

Scope of Authorization

The AATCE may be authorized to deliver only specific Apple Certification Curriculum training for Pro applications; only specific Apple Certification Curriculum training for Mac OS X, Mac OS X Server, and/or other Apple IT technologies such as Xsan; or Apple Certification Curriculum training for both IT and Pro Applications, as requested in the initial AATCE application process, agreed upon in the qualification process, and stipulated in the AATCE Welcome Letter package sent via email upon contract approval. An AATCE MUST have Apple's written permission to expand its scope of authorization.

Apple Sales Web Access

Apple Sales Web (hereafter referred to as "ASW" in this document) is Apple's channel website that provides policies, practices, and other valuable tools necessary for doing business with Apple. As an AATCE, you are required to access this site on a weekly basis. All personnel at your facility who are involved in the administrative tasks of the AATCE Program need access to ASW for important program documentation, AATCE signature logos, and exam code ordering. Instructions for obtaining an account and accessing the site are contained in the AATCE Welcome email sent to new AATCEs.

Apple Certification Curriculum

The Apple Certification Curriculum is Apple's authorized and/or proprietary course names, course materials, and supporting collateral. Apple reserves the right to change training course names and content at any time. Notice shall be deemed given when changes are posted to ASW. The AATCE shall have a commercially reasonable period of time to implement any notified changes, provided such period shall not exceed thirty (30) days.

Apple Certified Trainers (ACTs)

The AATCE is permitted to deliver only the Apple Certification Curriculum training that their ACTs are currently certified to teach. Details on Apple's ACT Program are available at training.apple.com/act/. AATCEs may not deliver Apple Certification Curriculum training for which their ACTs are not currently certified. The AATCE shall ensure that each ACT delivers courses in a professional, technically accurate manner, and requests that his or her students submit evaluations at the conclusion of each course.

Method of Course Delivery

The AATCE agrees that the method of delivery and technical discussions of the Apple Certification Curriculum course materials shall be based on those demonstrated to the ACT during the ACT Train-the-Trainer (T3) Program. In order to maintain its authorized status, the AATCE agrees to comply with the following methods of delivery:

- The AATCE may incorporate the Apple Certification Curriculum course materials into its regular academic curriculum adopted by the local school district. However, the class discussions and laboratory exercises should be consistent with those defined in the Apple Certification Curriculum course materials.
- The AATCE must provide each student with a copy of the Apple Certification Curriculum course materials. AATCE students may purchase optional course materials such as Apple Practice Exams and corresponding Exam Prep Guides, if available, as needed.
- The AATCE is not authorized to provide copies of Apple proprietary Apple Certification Curriculum course materials to any person who is

not a matriculated student or regular faculty member enrolled in an Apple Certification Curriculum course.

Additional AATCE Locations

The AATCE may request that additional permanent locations be authorized. Based on the location's compliance with the requirements and any inspection by Apple deemed necessary, Apple will determine in its sole discretion whether the location is authorized, and shall confirm its approval in writing.

Minimum Number of Training Classes and Exams

In order to maintain their Apple Authorized status, AATCEs agree to comply with the following Apple Certification Curriculum course delivery and exam administration minimums, per academic year:

- One (1) Apple Certification Curriculum course
- Five (5) Apple Certification exams

Registration

The AATCE is responsible for maintaining an enrollment, process for its matriculated students and faculty. The AATCE is responsible for handling all student inquiries and complaints concerning registration, unless agreed otherwise in writing by Apple and the AATCE. The AATCE is responsible for administering the cancellation policy.

Customer Billings

The AATCE is responsible for maintaining a billing process for its matriculated students and faculty. The AATCE shall be responsible for handling all student inquiries and complaints concerning billings, unless agreed otherwise in writing by Apple and the AATCE.

Course Completion Certificates

The ACT must provide each student who completes an Apple Certification Curriculum course with a course completion certificate on the last day of class. The certificate may be downloaded from ASW. Please do not alter the certificate in any way other than to add the class name and date, student name, and ACT name. The AATCE may choose whether to distribute these as PDFs or printed copies.

AATCE Facilities and Classroom Requirements

Apple Certification Curriculum training classes must be held in an approved AATCE classroom that meets Apple's minimum facility recommendations and requirements as outlined in the AATC Facility Requirements Document (FRD), available on the public AATC Program website, training.apple.com/aatc/ and on ASW. The AATCE is responsible for

providing all hardware and software described in this document; for following the classroom, network, and projection system setup outlined in the Classroom Requirements Document (CRD) for each class delivered at the AATCE location; and for installing the required software prior to the first day of class. The CRDs can be found on ASW.

Each AATCE classroom will have sufficient equipment to allow each student to use individual equipment (no sharing) throughout the duration of an Apple Certification Curriculum training course. Apple recommends a maximum number of thirty (30) students for AATCE classes.

Apple may request in writing to inspect the AATCE location(s) prior to authorization or at anytime thereafter, to confirm that the location complies with the requirements. We understand that Apple must give adequate notice to be present on academic campuses and will abide by local laws as to visitation rights.

Software

The AATCE will provide the appropriate software to run each Apple Certification Curriculum training course, as specified in the CRD for each course, found on ASW. The AATCE shall purchase, as required, valid software licenses from Apple or any third-party vendor for all computer systems used by ACTs and students participating in the Apple Certification Curriculum training course in the classroom, including updates that may be required. Existing Apple Software licenses for the AATCE locations may be used as long as each student and ACT station is individually licensed and the version complies with the CRD. The AATCE agrees to comply with all licensing terms of the software required in delivering Apple Certification Curriculum training classes. AATCEs can purchase their software and hardware from their Educational Sales representatives at academic pricing.

Certification Exams

The Apple Certification Program creates a benchmark for assessing a student's proficiency in a specific application or technology. Certification is an important part of the perceived value of Apple's training offerings. When a specific course has a corresponding certification exam that is offered via Apple's online certification testing system, the AATCE must provide each student with an opportunity to take the corresponding exam, either during the class or at some time after the class, per the following regulations:

- The AATCE may only offer certification exams to their own matriculated students and faculty. They may not administer exams to the general public, even through enrichment programs.
- The AATCE agrees to offer all IT and Pro Apps Level One exams to all interested matriculated students. AATCEs may administer these exams even if they do not offer the course that corresponds to the exam. Pro Applications AATCEs may also offer IT exams and IT AATCEs may also offer Pro Applications Level One exams. The Pro Applications AATCE agrees to offer Level Two exams with each corresponding Level Two

training course. Students registering for a Level Two training course and exam must be certified at Level One in same application and version. Only Pro Applications AATCEs who offer Level Two courses may administer Level Two exams.

Voucher codes for Apple Certification exams are purchased by the AATCE from Prometric. Instructions for ordering online are posted on ASW.

Certification Exam Proctoring

Apple Certification exams must be proctored according to the Exam Guide (Delivering and Proctoring Apple Certification Exams) posted on ASW at part #L397218A-US. By signing your contract, you agree to abide by all conditions listed in this document. Proctor access is granted by Apple.

Marketing and Communication

Listing on Apple Website

AATCEs are not listed on the commercial AATC Locator on the Apple site, but AATCEs are provided a free listing on the Apple Education website at www.apple.com/education/creative/aatcelist.html.

AATC Program Updates

Apple emails a monthly Program Update to all AATCEs. This is one of our vehicles for communicating important AATC program news and Apple Training & Certification updates, including new courses and exams. As an AATCE, you are required to have at least one member of your staff read this Program Update each month. You can add additional recipients to the distribution list by sending their email addresses to trainingcenter@apple.com.

AATC Program Webcasts

Apple produces a monthly Program Webcast for all AATCs. This is another of our vehicles for communicating important AATC Program news and Apple Training & Certification updates, including new courses and exams. At least one representative from each AATCE must attend the monthly AATC Program Webcast.

Course Materials

Student Course Materials Orders

Each AATCE is eligible to become a Peachpit Press reseller and purchase Apple Certification Curriculum student course materials through Peachpit Press. Peachpit Press contact information and ordering instructions are available on ASW.

Student Course Materials

The AATCE shall provide one set of Apple Certification Curriculum student course materials for each student enrolled in an Apple Certification Curriculum course. AATCE students may purchase optional course materials such as Apple Practice Exams and corresponding Exam Prep Guides, if available, as needed. The AATCE is not authorized to provide copies of Apple proprietary course materials to any person who is not a matriculated student or regular faculty member enrolled in an Apple Certification Curriculum course.

Instructor Course Materials

For Pro Applications courses, Apple provides, as part of the T3 (Train-the-Trainer) process, one set of instructor course materials per course to the ACT. Any lost or replacement materials must be replaced at the expense of the ACT or AATCE.

Apple Proprietary Materials

The AATCE will use only the Apple Certification Curriculum materials when delivering Apple Certification Curriculum training classes and certification exams. The AATCE will not alter, add to, delete from, or teach part of the Apple Certification Curriculum, instructor or student course material, or presentation slides at any time without prior written authorization from Apple. The AATCE may also deliver its own Apple-related course materials and exams provided that no representation is made that the course materials or exams are endorsed by Apple or are led by an ACT.

It is the responsibility of the AATCE to make reasonable efforts to make students and faculty aware of the copyright notice contained within the Apple Certification Curriculum student materials and exams.

Evaluation and Reporting

Evaluation Forms

On the last day of each Apple Certification Curriculum course, the AATCE agrees to provide to students the online class evaluation form specified by Apple, if permissible by local Internet laws for minors. Currently this form is located at appletraining.techitweb.com/eval/. AATCEs may immediately view individual evaluations or download a spreadsheet of a specific date range as soon as students submit them. The AATCE may choose whether to share this data with their ACTs.

Following receipt of the class evaluation forms, Apple will review the forms for quality assurance purposes. In the event that Apple Certification Curriculum courses are not performed in a manner consistent with the provisions of this Policies and Practices document, Apple may request that the situation be remedied. Upon receipt of notice, the AATCE and Apple

will jointly develop and implement an action plan to remedy the situation within thirty (30) days. If the situation is not corrected within a total of forty-five (45) days after notification of the problem, or within a reasonable length of time as dictated by the agreed-upon action plan, Apple may, after reasonable consultation with the AATCE, direct the AATCE to take additional corrective action. If a replacement ACT is required, AATCE shall bear the costs associated with replacing the ACT.

If problems persist beyond an additional remedial action time limit of forty-five (45) days, Apple reserves the right to terminate the AATCE contract immediately. This right to terminate is in addition to any other rights Apple may have under the AATCE contract.

Monthly Reports

Each AATCE is required to submit monthly reporting on the number of Apple Certification Curriculum courses administered per class name, the number of students taught per course, and the number of certification exams delivered. This reporting can be done at appletraining.techitweb.com/report/ and is due on the last day of each month. Educational institutions that run classes on a quarter or semester basis may report every six months (please write in the comments section the time period that the class spans).

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RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Student Services

To:	Board of Trustees	Date: April 25, 2011
Re:	Confirmation of Santa Ana College Associate Degrees and Certificates for Fall 2010	
Action:	Request for Confirmation	

BACKGROUND

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

ANALYSIS

Santa Ana College awarded 393 Associate Degrees at the conclusion of the fall 2010 semester, 267 Associate in Arts and 126 Associate in Science. This is 18 up from fall 2009 in which 375 Associate Degrees were conferred. The areas that showed significant increases were Business Administration, Occupational Therapy Assistant, and Paralegal. The area that showed the most significant decrease was Fire Technology.

Santa Ana College awarded 335 Certificates of Achievement/Accomplishment at the conclusion the fall 2010 semester, compared to 340 awarded at the conclusion of fall 2009. The area with the most significant increase in certificates was the IGETC General Education. This significant increase is due to the fact that the State Chancellors Office has authorized SAC to issue IGETC certificates.

RECOMMENDATION

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

Fiscal Impact:	None	Board Date: April 25, 2011
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 Rodríguez, Chancellor, RSCCD	

Santa Ana College
Certificates Awarded
Fall 2009 and Fall 2010

1 of 2

MAJOR	2009	2010
Accounting	1	0
- Accounting/Bookkeeping QuickBooks **	4	0
- Computerized Accounting MAS 90	2	3
- Computerized Bookkeeping MAS 90	1	0
- General Accounting	2	2
- QuickBooks**	0	7
Art		
- 3D Animation Art Emphasis	1	3
- Digital Media w/Graphic Design Emphasis	1	1
Automotive Technology		
- Advanced Engine Performance**	2	3
- Chassis Service	2	2
- Drive Train Service**	3	1
- Engine and Electrical Performance	6	8
- Engine Service**	4	2
Business Applications		
- Digital Publishing	1	0
- International Office **	0	1
- MS Office Professional	2	0
- Office Management	0	4
- PC Maintenance & Troubleshooting**	0	2
- Spanish/English Interpretation & Translation Option**	1	4
Computer Information Systems	3	0
- Database **	5	0
- Help Desk**	0	2
- Networking**	2	3
- Web Programming**	2	0
Criminal Justice - Corrections Officer **	2	5
CSU General Education	134	130
Engineering		
- Computer Aided Drafting & Design	1	2
- Parametric 3D Solid Modeling CAD	0	1
Exercise Science - Sports Medicine**	1	1
Fashion Design Merchandising	1	0
Fire Technology		
- Chief Officer	1	1
- Fire Administration	1	3
- Prevention Officer	0	1
- Public Fire Service	45	8
- Public Fire Safety Education Officer	1	0
Human Development		
- Infant/Toddler	1	2
- Preschool Child	7	11
IGETC General Education	28	34
International Business	5	4
Library Technology	5	0
Management		
- General	1	0
- Human Resources **	2	6
- Retail Management	0	1
- Small Business	0	2

Santa Ana College
 Certificates Awarded
 Fall 2009 and Fall 2010

- Supervision**	3	8
Manufacturing Technology		
- CNC Lathe Set Up	5	3
- CNC Milling Set Up	3	4
- CNC Machine Set Up	1	3
- CNC Programmer Mastercam	3	6
- Solidworks 3D Solid Modeling **	3	2
Marketing		
- Advertising **	0	1
- General**	2	1
- Professional Selling **	1	1
Medical Assistant - Administrative / Clinical	15	21
Music		
- Digital Music Production**	0	1
Paralegal	5	6
Pharmacy Technology		
- Advanced	5	5
- Basic**	5	11
Sign Language Education	1	2
TV/Video Communication		
- A-TV Production	2	0
- B-Broadcast Journalism	1	0
- C-TV Scriptwriter	1	0
- Digital Media	1	0
- Media Studies	1	0
Welding Technology	1	0
TOTAL	340	335
Male	188	163
Female	152	172
Double Majors	13	31
Three or more majors	2	3
** = Certificates Less Than 18 Units not posted on transcript -	40	65

<u>LAST</u>	<u>FIRST</u>	<u>AWARD</u>	<u>MAJOR</u>	<u>TERM</u>
Acevedo	Jose	CERT	Marketing Professional Selling	2010FA
Acevedo	Zulma	CA	Paralegal	2010FA
Adams	Christian	CA	Fire Technology Public Fire Service	2010FA
Aguilar	Cindy	CA	CSU General Education	2010FA
Aguirre	Martha	CA	IGETC General Education	2010FA
		CA	CSU General Education	2010FA
Allaw	Marlen	CA	Pharmacy Technology Advanced	2010FA
Alonso	Octavio	CA	Automotive Tech Engine Performance and Electrical	2010FA
Alvarado	Ivette	CA	CSU General Education	2010FA
Alvarez	Juan	CA	CSU General Education	2010FA
Alvarez	Olivia	CA	Human Development Preschool Child	2010FA
Amaro	Rosa	CA	CSU General Education	2010FA
Amaya	Adelfo	CA	Manufacturing Machine Set Up and Operation	2010FA
Amaya	Adelfo	CA	Manufacturing Milling Machine Set Up and Operation	2010FA
Anaya	Tanya	CA	CSU General Education	2010FA
Arceo	Elena	CA	CSU General Education	2010FA
Arreola	Alma	CA	Human Development Preschool Child	2010FA
Arreola	Patricia	CA	CSU General Education	2010FA
Audelo	Edith	CERT	Management Human Resource	2010FA
Avalos	Roberto	CA	Automotive Tech Engine Performance and Electrical	2010FA
		CERT	Automotive Tech Advanced Engine Performance	2010FA
		CERT	Automotive Tech Drive Train Service	2010FA
Avila	Enrique	CERT	Management Human Resource	2010FA
		CERT	Management Supervision	2010FA
Ayala Beckman	Marcus	CA	CSU General Education	2010FA
Bao	Fengfei	CA	Accounting	2010FA
		CA	CSU General Education	2010FA
Barcarse	Maria	CA	Pharmacy Technology Advanced	2010FA
Barker	Robert	CA	Fire Technology Public Fire Service	2010FA
Beardsley	Kenneth	CA	CSU General Education	2010FA
Beas	Maria	CA	Human Development Infant Toddler	2010FA
Beltran	Lizette	CA	CSU General Education	2010FA
Bohanan	Sebrina	CERT	Management Human Resource	2010FA
Bradbury	Jonathan	CA	CSU General Education	2010FA
Bravo	Lesslie	CA	IGETC General Education	2010FA
Brito	Norely	CA	CSU General Education	2010FA

Bryant	Sarah	CERT	Medical Assistant	2010FA
Buenrostro	Brittney	CA	CSU General Education	2010FA
Bugarin	Elva	CA	Paralegal	2010FA
Bui	Tu	CA	Accounting	2010FA
		CERT	Computer Accounting Quickbooks	2010FA
Burciago	Anthony	CA	Fire Administration	2010FA
Burke	Benjamin	CA	IGETC General Education	2010FA
Burkhardt	Gretchen	CA	International Business	2010FA
Caballero	Brandon	CA	CSU General Education	2010FA
Caballes	Jaicel	CA	Business Applications Office Management	2010FA
Cabezas	Cristina	CA	IGETC General Education	2010FA
		CA	CSU General Education	2010FA
Camino	Reyna	CA	CSU General Education	2010FA
Campos	Janet	CA	CSU General Education	2010FA
Castro	Brenda	CA	CSU General Education	2010FA
Castro	Rodolfo	CERT	Criminal Justice Corrections Officer	2010FA
Cermak	Rosa	CA	CSU General Education	2010FA
Cervantes	Jessica	CA	CSU General Education	2010FA
Chavez	Monica	CA	CSU General Education	2010FA
Chhith	Russell	CA	IGETC General Education	2010FA
Chin	James	CA	CSU General Education	2010FA
Chu	Kinh	CERT	Parametric 3D Solid Modeling	2010FA
Claus	Amber	CA	CSU General Education	2010FA
Contreras	Julian	CA	Automotive Tech Chassis Service	2010FA
Cook	Kendra	CERT	Management Human Resource	2010FA
Corona	Daniel	CA	CSU General Education	2010FA
		CERT	Management Supervision	2010FA
Corona	Jose	CERT	Computer Information Systems Networking	2010FA
		CERT	Computer Science Programming	2010FA
		CERT	Computer Informatino Systems Help Desk	2010FA
Craik	Kimberly	CA	Management - Retail Management	2010FA
		CERT	Management Supervision	2010FA
Crews	Courtney	CA	IGETC General Education	2010FA
Cruz Medina	Manuel	CA	CSU General Education	2010FA
Cuevas	Omar	CERT	Exercise Science Sports Medicine	2010FA
Cunningham	Joshua	CERT	Music - Digital Music Production	2010FA
Curiel	Rodolfo	CA	CSU General Education	2010FA

De la Riva Ramir	Maria de Lo	CA	CSU General Education	2010FA
De Leon	Marissa	CA	CSU General Education	2010FA
De Sant' Anna	Alexandre	CA	CSU General Education	2010FA
Deb	Shelly	CA	Computerized Accounting MAS 90	2010FA
Delgado	Angel	CA	Automotive Tech Engine Performance and Electrical	2010FA
Di Maria	Ryan	CA	Fire Technology Public Fire Service	2010FA
Dinh	Anhhuy	CA	Manufacturing Programmer Mastercam	2010FA
Doan	Khoa	CA	CSU General Education	2010FA
Dorfmeier	Logan	CA	Fire Technology Public Fire Service	2010FA
Duran	Javier	CA	CSU General Education	2010FA
Duran	Yvette	CA	IGETC General Education	2010FA
		CA	CSU General Education	2010FA
Escamilla	Joanna	CA	CSU General Education	2010FA
Esparza	Brenda	CA	CSU General Education	2010FA
Espino	Frederick	CA	CSU General Education	2010FA
Estrada	Elizabeth	CA	CSU General Education	2010FA
Fabian	Nashielly	CERT	Criminal Justice Corrections Officer	2010FA
Farnsworth	Jason	CA	Fire Technology Public Fire Service	2010FA
Felix	Vanessa	CA	CSU General Education	2010FA
Fiala	Renee	CA	IGETC General Education	2010FA
		CA	CSU General Education	2010FA
Fitch	Cody	CA	Paralegal	2010FA
Flaro	Carol	CA	Human Development Preschool Child	2010FA
		CA	CSU General Education	2010FA
Flores	David	CA	CSU General Education	2010FA
Flores	Ramses	CERT	Management Supervision	2010FA
Franco	Isabel	CA	CSU General Education	2010FA
		CA	IGETC General Education	2010FA
Gamaadikari	Sanjaya	CA	CSU General Education	2010FA
Garcia	Jonathan	CERT	Management Small Business	2010FA
Garcia	Osvaldo	CA	IGETC General Education	2010FA
Garcia	Ulises	CA	CSU General Education	2010FA
Gillaspie	Shawn	CA	IGETC General Education	2010FA
Ginez	Vanessa	CA	CSU General Education	2010FA
Gomez	Maria	CA	Human Development Preschool Child	2010FA
Gonzalez	Ashley	CA	CSU General Education	2010FA
		CERT	Criminal Justice Corrections Officer	2010FA

Gonzalez	Merced	CA	Business Applications Office Management	2010FA
Gonzalez	Nancy	CA	CSU General Education	2010FA
Grajeda	Yvonne	CA	CSU General Education	2010FA
Gudino	Alejandro	CA	IGETC General Education	2010FA
Guerra	Mayco	CA	CSU General Education	2010FA
Guerrero	Juan	CA	Manufacturing Lathe Set up and Operation	2010FA
		CA	Manufacturing Programmer Mastercam	2010FA
Gutierrez	Ernesto	CA	CSU General Education	2010FA
Guzman	Janelle	CA	CSU General Education	2010FA
Guzman	Joseph	CA	IGETC General Education	2010FA
Haddad	Alex	CERT	Management Small Business	2010FA
Haga	Kana	CERT	Management Supervision	2010FA
Happach	Jeffrey	CA	CSU General Education	2010FA
Hernandez	Bethany	CA	CSU General Education	2010FA
Hernandez	Genaro	CERT	Medical Assistant	2010FA
Hernandez	Luis	CA	International Business	2010FA
Hernandez	Marco	CERT	Solidworks 3D Solid Modeling	2010FA
Hernandez	Zaira	CA	CSU General Education	2010FA
Hettle	Allison	CERT	Medical Assistant	2010FA
Hickman	Kurt	CA	Fire Administration	2010FA
Hill	Brittany	CA	IGETC General Education	2010FA
Him	Jimmy	CA	CSU General Education	2010FA
Ho	VU	CA	CSU General Education	2010FA
Hourani	Kirsten	CA	IGETC General Education	2010FA
Hua	Hieu	CERT	Pharmacy Technology Basic	2010FA
Huynh	Truc	CA	CSU General Education	2010FA
Huynh	Tuan	CA	CSU General Education	2010FA
Ixta	Gerardo	CA	CSU General Education	2010FA
Jochim	Laura	CERT	Medical Assistant	2010FA
Johnson	Amber	CERT	Fire Technology Prevention Officer	2010FA
Johnston	Jeffry	CERT	Marketing	2010FA
Johnston	Jeffry	CERT	Marketing - Advertising	2010FA
Kazemzadeh	Alireza	CA	IGETC General Education	2010FA
Khiv	Nina Paula	CERT	Pharmacy Technology Basic	2010FA
Kien	Vannara	CA	CSU General Education	2010FA
Knight	Matthew	CA	Fire Technology Public Fire Service	2010FA
Kurz	Krysta	CA	CSU General Education	2010FA

Lam	Johnny	CA	Art 3D Animation	2010FA
Lam	Quang	CA	CSU General Education	2010FA
Lambing	Kristi	CA	IGETC General Education	2010FA
Lay	Noelle	CERT	Medical Assistant	2010FA
Le	Hien	CERT	Pharmacy Technology Basic	2010FA
Legaspi	Hilda	CA	CSU General Education	2010FA
Leon	Javier	CA	IGETC General Education	2010FA
Leyva	Francisco	CA	CSU General Education	2010FA
Limpin	Ivan	CERT	Computerized Accounting Quickbooks	2010FA
Limpin	Sokhom	CERT	Computerized Accounting Quickbooks	2010FA
Livigni	Jessica	CA	CSU General Education	2010FA
Lo	Gloria	CA	IGETC General Education	2010FA
Lopez	Edwin	CA	CSU General Education	2010FA
Lopez	Jacqueline	CA	CSU General Education	2010FA
Lopez	Julio	CA	Automotive Tech Engine Performance and Electrical	2010FA
Lopez	Liliana	CA	IGETC General Education	2010FA
Lopez	Nora	CERT	Business Applications Spanish/English Interpretation	2010FA
Lopez	Omar	CA	CSU General Education	2010FA
Lucas	Alexis	CA	CSU General Education	2010FA
Luong	Thanh	CA	CSU General Education	2010FA
Manansala	Paul	CA	Automotive Tech Engine Performance and Electrical	2010FA
Manansala	Paul	CERT	Automotive Tech Advanced Engine Performance	2010FA
Manzo	Gabriela	CA	IGETC General Education	2010FA
Manzo	Isaac	CA	IGETC General Education	2010FA
Marin Hernandez	Sara	CERT	Pharmacy Technology Basic	2010FA
Marquez	Yuliana	CERT	Medical Assistant	2010FA
Martinez	Douglas	CA	CSU General Education	2010FA
Martinez	Jose	CERT	Solidworks 3D Solid Modeling	2010FA
Martinez	Sandra	CA	CSU General Education	2010FA
McLean	Stephen	CERT	Pharmacy Technology Basic	2010FA
Melgar	Salvador	CA	CSU General Education	2010FA
Mendez	Gabriela	CA	CSU General Education	2010FA
Mendez	Zihomara	CA	CSU General Education	2010FA
		CA	Human Development Preschool Child	2010FA
Mercado	Maribel	CA	CSU General Education	2010FA
		CA	American Sign Language	2010FA
Merida	Brainer	CA	CSU General Education	2010FA

Miller	Shaura	CERT	Pharmacy Technology Basic	2010FA
Mojica	Pablo	CA	CSU General Education	2010FA
Montoya	Alfredo	CERT	Pharmacy Technology Basic	2010FA
Montoya	Diana	CA	CSU General Education	2010FA
Morales	Cesar	CERT	Pharmacy Technology Basic	2010FA
Morales	Margarita	CA	American Sign Language	2010FA
Morales	Melissa	CERT	Medical Assistant	2010FA
Moron	Brenda	CA	IGETC General Education	2010FA
Muniz	Angel	CA	Art 3D Animation	2010FA
Munoz	Leticia	CA	IGETC General Education	2010FA
Murillo	Gabriel	CERT	Criminal Justice Corrections Officer	2010FA
Mutashubilwa	Alinda	CA	CSU General Education	2010FA
Nguyen	Chi	CA	CSU General Education	2010FA
Nguyen	Christine	CERT	Medical Assistant	2010FA
Nguyen	Han	CA	Manufacturing Programmer Mastercam	2010FA
Nguyen	Hao	CA	CSU General Education	2010FA
Nguyen	Hong-Nga	CA	CSU General Education	2010FA
Nguyen	Hung	CERT	Computerized Accounting Quickbooks	2010FA
Nguyen	Jenny	CERT	Medical Assistant	2010FA
Nguyen	Julie	CERT	Pharmacy Technology Basic	2010FA
Nguyen	Loc	CA	CSU General Education	2010FA
Nguyen	Mary	CA	Pharmacy Technology Advanced	2010FA
Nguyen	Nancy	CERT	Medical Assistant	2010FA
Nguyen	Phuong	CA	IGETC General Education	2010FA
Nguyen	Steve	CA	CSU General Education	2010FA
Nguyen	Trucly	CERT	Medical Assistant	2010FA
Nguyen	Trudy	CERT	Medical Assistant	2010FA
Nielsen	Brigitte	CA	Paralegal	2010FA
Nieto	Jesus	CA	CSU General Education	2010FA
Nunez	Marisol	CA	CSU General Education	2010FA
Ortega	Edna	CA	Human Development Preschool Child	2010FA
Osorio	Leticia	CA	CSU General Education	2010FA
Osuna	Marisol	CA	Human Development Preschool Child	2010FA
Pacela	David	CA	CSU General Education	2010FA
Pantoja	Emmanuel	CA	IGETC General Education	2010FA
Perdue	Ashly	CA	CSU General Education	2010FA
Perez	Danny	CERT	Management Supervision	2010FA

Perez	Johana	CA	CSU General Education	2010FA
Perez	Trisha	CA	CSU General Education	2010FA
Pham	Hung	CA	Manufacturing Programmer Mastercam	2010FA
		CA	Manufacturing Lathe Set up and Operation	2010FA
Pham	Liem	CA	CSU General Education	2010FA
Pham	Tram	CA	IGETC General Education	2010FA
Pineda	Alexander	CA	CSU General Education	2010FA
Pineda	Edward	CA	Automotive Tech Engine Performance and Electrical	2010FA
Pino	Addy	CERT	Computer Information Systems Networking	2010FA
Ponce	Diana	CA	CSU General Education	2010FA
Poulsen	Cheryl	CA	CSU General Education	2010FA
Quach	Chi	CERT	Medical Assistant	2010FA
Ramirez	Jesus	CA	CSU General Education	2010FA
Rangel	Juan	CA	CSU General Education	2010FA
Razo	Mark	CERT	Computerized Accounting Quickbooks	2010FA
Rebollar	Roxana	CERT	Medical Assistant	2010FA
		CA	Business Applications Office Management	2010FA
Repol	Anthony	CERT	Business Applications International Office	2010FA
		CA	Engineering Computer Aided Drafting and Design	2010FA
Reynoso	Moises	CA	CSU General Education	2010FA
Rios	Christina	CA	CSU General Education	2010FA
Rios	Marcela	CA	CSU General Education	2010FA
Rivera	Jose	CA	Automotive Tech Engine Performance and Electrical	2010FA
		CERT	Automotive Tech Engine Service	2010FA
Robinson	Ilsa	CA	Human Development Preschool Child	2010FA
Rodriguez	Javier	CA	CSU General Education	2010FA
Rodriguez	Johnny	CA	International Business	2010FA
Rodriguez	Juan	CA	CSU General Education	2010FA
Romero	Cesar	CERT	Criminal Justice Corrections Officer	2010FA
Rotter	Matthew	CA	CSU General Education	2010FA
Royse	Ronald	CA	CSU General Education	2010FA
Ruiz	Mirna	CA	CSU General Education	2010FA
Ruiz	Rachel	CA	CSU General Education	2010FA
Ruiz	Yazmin	CA	CSU General Education	2010FA
Ruvalcaba	Sunny	CA	CSU General Education	2010FA
Saenz	Cruz	CA	CSU General Education	2010FA
Sakata	Sherry	CERT	Medical Assistant	2010FA
Saldana	Denise	CERT	Business Applications Spanish/English Interpretation	2010FA

Sanchez	Odon	CERT	Management Human Resource	2010FA
		CERT	Management Supervision	2010FA
Sandoval	Ismael	CA	Art 3D Animation	2010FA
Sanmiguel	Antonio	CA	Engineering Computer Aided Drafting and Design	2010FA
Santamaria	Jessica	CA	IGETC General Education	2010FA
Santana	Xochitl	CERT	Medical Assistant	2010FA
Santos	Michael	CA	CSU General Education	2010FA
Sarabia	Karen	CERT	Management Supervision	2010FA
		CERT	Management Human Resource	2010FA
Schatzlein	Suzanna	CA	CSU General Education	2010FA
Schlegel	Kristen	CA	CSU General Education	2010FA
Selk	Chad	CA	Fire Administration	2010FA
Senethavong	Kanlaya	CA	Automotive Tech Engine Performance and Electrical	2010FA
Serna	Maricela	CERT	Business Applications Spanish/English Interpretation	2010FA
Serrano	Marcela	CA	Human Development Preschool Child	2010FA
		CA	Human Development Infant Toddler	2010FA
Serrano	Nataly	CA	CSU General Education	2010FA
Serrato	Raul	CERT	Automotive Tech Advanced Engine Performance	2010FA
		CERT	Automotive Tech Engine Service	2010FA
Sexton	Franklin	CA	Fire Technology Chief Officer	2010FA
Shariff	Sana	CA	CSU General Education	2010FA
Shi	Zhi	CA	Automotive Tech Chassis Service	2010FA
Shirwanloo	Zenya	CA	CSU General Education	2010FA
Sierra	Ana	CA	Human Development Preschool Child	2010FA
Silvas	Adrian	CA	CSU General Education	2010FA
Soto	Jose	CA	Fire Technology Public Fire Service	2010FA
Soto	Mariela	CERT	Business Applications Spanish/English Interpretation	2010FA
Tatum	Micah	CA	CSU General Education	2010FA
Tehrani	Mona	CA	CSU General Education	2010FA
Tellez Giron	Francisco	CA	Art Digital Media Graphic Design	2010FA
Tennenini	Louis	CA	Accounting	2010FA
		CERT	Computerized Accounting Quickbooks	2010FA
Thach	Andy	CA	Manufacturing Milling Machine Set Up and Operation	2010FA
		CA	Manufacturing Machine Set Up and Operation	2010FA
Thai	Hung	CA	CSU General Education	2010FA
Topete	Yvette	CERT	Medical Assistant	2010FA
Tran	Caroline	CA	Pharmacy Technology Advanced	2010FA

		CERT	Pharmacy Technology Basic	2010FA
Tran	Duc	CA	IGETC General Education	2010FA
Tran	Hang	CA	CSU General Education	2010FA
Tran	Hoang	CA	Manufacturing Milling Machine Set Up and Operation	2010FA
		CA	Manufacturing Lathe Set up and Operation	2010FA
		CA	Manufacturing Programmer Mastercam	2010FA
		CA	Manufacturing Machine Set Up and Operation	2010FA
Tran	Hoang	CA	Manufacturing Milling Machine Set Up and Operation	2010FA
		CA	Manufacturing Programmer Mastercam	2010FA
Tran	Nhung	CERT	Medical Assistant	2010FA
Tran	Thanhdanh	CA	Accounting	2010FA
		CERT	Computerized Accounting Quickbooks	2010FA
Tran	Xuan	CA	CSU General Education	2010FA
Trinh	Long	CERT	Computer Information Systems Help Desk	2010FA
		CERT	Computer Information Systems Networking	2010FA
		CERT	Computer PC Maintenance and Troubleshooting	2010FA
Trujillo	Adela	CA	CSU General Education	2010FA
Truong	Hai	CA	IGETC General Education	2010FA
Turner	Mary	CERT	Medical Assistant	2010FA
Ulloa	Gladys	CA	Human Development Preschool Child	2010FA
Valdez	Pedro	CA	IGETC General Education	2010FA
Valdez	Pedro	CERT	Medical Assistant	2010FA
Valenzuela	Jerry	CA	Fire Technology Public Fire Service	2010FA
Valverde	Fanny	CERT	Medical Assistant	2010FA
Vargas	Gilbert	CA	CSU General Education	2010FA
Vargas	Jose	CA	IGETC General Education	2010FA
Vega	Paulina	CA	CSU General Education	2010FA
Velarde	Javeth	CA	CSU General Education	2010FA
Vesga	Kevin	CA	CSU General Education	2010FA
Villasenor	Yolanda	CA	CSU General Education	2010FA
Vitela	Sandra	CA	CSU General Education	2010FA
VU	Tracie	CA	IGETC General Education	2010FA
Wakabayashi	Ron	CA	CSU General Education	2010FA
Walsh	Todd	CA	Paralegal	2010FA
West	Lisa	CA	Pharmacy Technology Advanced	2010FA
		CERT	Pharmacy Technology Basic	2010FA
Wong	Angela	CA	Paralegal	2010FA

Yurtin	Jazmine	CA	International Business	2010FA
Zendejas	Juan	CA	Business Applications Office Management	2010FA
Zook	Aaron	CA	IGETC General Education	2010FA

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Santiago Canyon College - Student Services

To:	Board of Trustees	Date: April 25, 2011
Re:	Confirmation of AA Degrees and Certificates Awarded in Fall 2010 – Santiago Canyon College	
Action:	Request for Action	

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 fall 2010. Also attached are the statistical tables showing degrees, certificates of achievement, and certificates awarded by major.

ANALYSIS

Santiago Canyon College awarded 162 associate degrees in fall 2010, as compared to 159 in fall 2009. The most significant increase was seen in Liberal Arts (Arts, Humanities and Communication) and Water Utility Science (water distribution). Increases were also seen in Accounting, Apprenticeship Surveying (Chief Of Party), Biological Science, Communication, Cosmetology, Gemology, Maintenance Mechanic Apprentice I, Mathematics, Modern Languages, Physics, Political Science, Psychology, Science, Sociology, and Survey/Mapping Sciences (Land Surveyor). The most significant decreases occurred in Business Administration with a decrease of four and Business Management with a decrease of three. Additional decreases were seen in Apprenticeship (Surveying Chainman), Economics, History, Management, Marketing, Travel and Tourism, and Water Utility Science (Wastewater/Environmental Sanitation).

Santiago Canyon College awarded 290 Certificates of Achievement and 31 Certificates for a total of 321 in fall 2010, as compared to 229 in fall 2009. The reason for the dramatic increase is directly correlated to the department identifying qualified students and submitting a petition on behalf of these students. Significant increases were seen in Apprenticeship Electricity (Industrial) with an increase of 34 and IGETC General Education Breadth with an increase of 21. Other increases are noted in all other areas except for Cosmetology, Public Works (General), Public Works (Construction Inspection), Water Utility Science (Wastewater/Environmental Sanitation), Accounting (General), Apprenticeship Barbering, Human Development (Basic Early Childhood Infant/Toddler), and Management (Supervision And Human Resource Management).

RECOMMENDATION

The administration recommends confirmation of the recipients of the SCC associate degrees, certificates of achievement, and certificates for fall 2010 as presented.

Fiscal Impact: None	Board Date: April 25, 2011
Prepared by: Dr. John C. Hernandez, Vice President of Student Services	
Submitted by: Juan Vázquez, President	
Recommended by: Dr. Raúl Rodríguez, Chancellor	



Santiago Canyon College

FALL 2010

STATISTICS

Santiago Canyon College
Associate in Arts and Associate in Science
FALL 2010

<u>MAJOR</u>	<u>TOTAL</u>
Accounting	1
Apprenticeship Surveying: Chief of Party	1
Biological Science	3
Business Administration	6
Business Management	1
Business Management: Entrepreneurship	1
Communication	1
Cosmetology	1
Gemology	2
History	3
Liberal Arts	14
Liberal Arts: Arts, Humanities & Communication	47
Liberal Arts: Math & Science	10
Liberal Arts: Social and Behavioral Sciences	13
Liberal Arts: University Transfer Studies	27
Maintenance Mechanic Apprentice I	1
Marketing - General	1
Mathematics	1
Modern Languages	1
Philosophy	1
Physics	2
Political Science	1
Psychology	3
Science	1
Sociology	1
Survey/Mapping Sciences: Land Surveyor	3
Water Utility Science: Water Distribution	9
Water Utility Science: Water Treatment	6

Fall 2010 - Total	162
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MALE	87
FEMALE	75

AA Degrees	133
AS Degrees	29

Students with multiple awards	10
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Santiago Canyon College
Associate Degrees - Comparative Statistics by Semester

<u>MAJOR</u>	<u>Fall 2009</u>	<u>Fall 2010</u>
Accounting		1
Apprenticeship - Surveying		
Chainman	1	
Chief of Party		1
Biological Science		3
Business Administration	10	6
Business Management	4	1
Communication		1
Cosmetology		1
Economics	1	
Entrepreneurship	1	1
Gemology	1	2
History	4	3
Liberal Arts	61	14
Liberal Arts: Arts, Humanities & Communication	16	47
Liberal Arts: Math & Science	1	10
Liberal Arts: Social and Behavioral Sciences	3	13
Liberal Arts - University Transfer Studies	35	27
Maintenance Mechanic Apprentice I		1
Management (General)	1	
Marketing (General)	2	1
Mathematics		1
Modern Languages		1
Philosophy	1	1
Physics	1	2
Political Science		1
Psychology	2	3
Science		1
Sociology		1
Survey/Mapping Sciences - Land Surveyor	2	3
Travel and Tourism	1	
Water Utility Science		
Wastewater/Environmental Sanitation	2	
Water Distribution	3	9
Water Treatment	6	6

Fall

2009

2010

159

162

Santiago Canyon College
Certificate Report
FALL 2010

Certificates of Achievement

TOTALS

Approved by the State Chancellor's Office

Accounting	1
-----	-----
Apprenticeship - Barbaring	1
-----	-----
Apprenticeship - Electricity	
Industrial	35
-----	-----
Power Lineman	12
-----	-----
Sound Installer	9
-----	-----
Apprenticeship - Surveying	
Chainman	7
-----	-----
Chief of Party	1
-----	-----
Cosmetology	11
-----	-----
CSU General Education Breadth	98
-----	-----
Gemology	5
-----	-----
IGETC General Education Breadth	45
-----	-----
Maintenance Mechanic Apprentice I	1
-----	-----
Public Works:	
Construction Inspection	8
-----	-----
Management	16
-----	-----
Survey/Mapping Science: Land Surveyor	7
-----	-----
Water Utility Science	
Wastewater/Environmental Sanitation	3
-----	-----
Water Distribution	18
-----	-----
Water Treatment	12
-----	-----

TOTAL	290
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Santiago Canyon College
Certificate Report
FALL 2010

Certificates

TOTALS

Under 18 units and not approved as Certificate of Achievement by State Chancellor's Office

Accounting - Computerized	1
Computer Information Systems: Web Programing	1
Cosmetology: Cosmetician	6
Marketing	
Advertising	1
General Marketing	2
Project Management	2
Public Works	
Green-Sustainable Building	3
Supervisor	2
Survey/Mapping - Land Surveyor Technician	11
Television/Video Communications: Media Studies	1
Water Utility Supervisor	1

TOTAL	31
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Male - 217
Female - 104

GRAND TOTAL	321
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Santiago Canyon College
Certificate Comparative Statistics by Semester

Certificate of Achievement **Fall 2009** **Fall 2010**
Approved by the State Chancellor's Office

Accounting		1
American Sign Language	1	
Apprenticeship Barbering		1
Apprenticeship - Electricity		
Industrial	1	35
Power Lineman	6	12
Sound Installer		9
Apprenticeship - Surveying		
Chainman		7
Chief of Party		1
Cosmetology	13	11
CSU General Education Breadth ++	96	98
Gemology	2	5
IGETC General Education Breadth ++	24	45
Maintenance Mechanic Apprentice I		1
Public Works	1	
Public Works: Construction Inspection	31	8
Public Works: Management	2	16
Survey/Mapping - Land Surveyor	2	7
Water Utility Science		
Wastewater/Environmental Sanitation	6	3
Water Distribution	18	18
Water Treatment	12	12

Fall	2009	2010
Totals	215	290

Santiago Canyon College
Certificate Comparative Statistics by Semester

<u>Certificate</u>	<u>Fall 2009</u>	<u>Fall 2010</u>
<i>Under 18 units and not approved as Certificate of Achievement by State Chancellor's Office</i>		
Accounting - Computerized		1
Accounting - General	1	
Apprenticeship Barbering	1	
Computer Information Systems: Web Programing		1
Cosmetology: Cosmetician		6
Human Development		
Basic Early Childhood Infant/Toddler	1	
Management		
Supervision	2	
Human Resource Management	1	
Marketing		
Advertising		1
General Marketing		2
Project Management		2
Public Works:		
Green-Sustainable Building		3
Supervisor	1	2
Survey/Mapping: Land Surveyor Technician	5	11
TV/Video Communications: Media Studies	1	1
Water Utility Science: Supervisor	1	1
Fall	2009	2010
Totals	14	31



Santiago Canyon College

FALL 2010

**Student Names
Associate Degrees**

Santiago Canyon College

Graduate File Listing

Fall 2010

April 25, 2011

<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	Acheson	David			
AA	Liberal Arts: Arts, Humanities and Communication	Alatorre	Roberto			
AA	Liberal Arts: Mathematics and Sciences	Allen	Forest			
AA	Sociology	Anascavage	Brittany	Honors	Departmental Honors	
AS	Water Utility Science: Water Distribution	Anzora	Juan			
AA	Liberal Arts: Mathematics and Sciences	Austin	Christina			
AA	Liberal Arts: Arts, Humanities and Communication	Barajas	Manuel			
AA	Liberal Arts: Mathematics and Sciences	Barrios	Andrew			
AA	Liberal Arts: Arts, Humanities and Communication	Bartolic	Anton			
AA	Liberal Arts: Social and Behavioral Sciences	Beck	Kathleen			
AA	Liberal Arts: Social and Behavioral Sciences	Bowman	Michael			
AA	Mathematics	Bowman	Michael			
AA	Accounting	Bridges	Lari			
AA	Liberal Arts	Buchanan	Martina			
AA	Liberal Arts: Arts, Humanities and Communication	Callina	Justin			
AS	Survey/Mapping Sciences: Land Surveying	Camarillo	James			
AA	Liberal Arts: Arts, Humanities and Communication	Cameron	Carie			
AA	Liberal Arts: University Transfer Studies	Campana	Maximo			
AS	Survey/Mapping Sciences: Land Surveying	Campbell	Timothy	Honors	Departmental Honors	
AA	Liberal Arts	Carpenter	Blake			
AA	Liberal Arts: Mathematics and Sciences	Castro	Melissa			
AA	Liberal Arts: University Transfer Studies	Chavez	Diego			
AA	Liberal Arts: Social and Behavioral Sciences	Christian	Natalie			
AA	Liberal Arts: Mathematics and Sciences	Coats	Catherine			
AS	Gemology	Cohen	Natalie			
AA	Liberal Arts: University Transfer Studies	Cole	Erin	Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Collins	Lisa	Honors		
AA	Business Management: Entrepreneurship	Condia	Michael	Honors	Departmental Honors	
AA	Liberal Arts	Crandall	Anthony			
AA	Liberal Arts: University Transfer Studies	Crandall	Jeremy			
AA	General Marketing	Da Silva	Denise			
AS	Water Utility Science: Water Distribution	Dalton	Nicole	Honors	Departmental Honors	
AA	Liberal Arts: Arts, Humanities and Communication	Davis	Logan			
AA	Modern Languages	Degante	Roberto			
AA	Political Science	Delariva	Erinn	Honors	Departmental Honors	President's Scholar
AA	Liberal Arts: Social and Behavioral Sciences	Delgado	Samuel			
AA	Liberal Arts	Denkler	Molly			
AA	Liberal Arts: University Transfer Studies	Devitt	Ashley			
AA	Liberal Arts: University Transfer Studies	Dieppa	Andrew	High Honors		

AA = Associate of Arts
AS = Associate of Science

Santiago Canyon College

Graduate File Listing

April 25, 2011

Fall 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	Water Utility Science: Water Treatment	Eguez	Mario			
AA	Liberal Arts	Ehlig	Christy			
AA	Liberal Arts: University Transfer Studies	Ellis	Dalen	Honors		
AA	Liberal Arts: Mathematics and Sciences	Eumurian	Jennifer	Highest Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Farmer	Kelly			
AA	Liberal Arts: Social and Behavioral Sciences	Fishel	Danielle	High Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Fletcher	Ryan			
AA	Liberal Arts: University Transfer Studies	Foley	Kevin	Honors		
AA	Liberal Arts: University Transfer Studies	Fraga	Uriel			
AA	Liberal Arts: Mathematics and Sciences	Franco	Bradley			
AA	History	Garcia	Daniel			
AA	Liberal Arts: Social and Behavioral Sciences	Garcia	Daniel			
AA	Liberal Arts: University Transfer Studies	Garcia	Vanessa			
AA	Liberal Arts: Arts, Humanities and Communication	Gherghel	Lauren			
AS	Water Utility Science: Water Treatment	Greene	Andrew			
AA	Psychology	Gremling	Nicole	Honors	Departmental Honors	
AS	Water Utility Science: Water Distribution	Grisso	Michael			
AS	Water Utility Science: Water Treatment	Grisso	Michael			
AA	Liberal Arts: University Transfer Studies	Guillen	Elsa			
AA	Liberal Arts: Arts, Humanities and Communication	Gulley	Eric			
AS	Biological Science	Hackney	Vincent			
AA	Liberal Arts: University Transfer Studies	Hackney	Vincent			
AS	Science	Hackney	Vincent			
AA	Liberal Arts	Hadrous	Veronica			
AA	Liberal Arts	Harris	Richard			
AA	Liberal Arts: Arts, Humanities and Communication	Harris	Steve			
AA	Liberal Arts: University Transfer Studies	Hazu	Izhak			
AS	Water Utility Science: Water Distribution	Huynh	Huy	High Honors	Departmental Honors	
AA	Liberal Arts: Arts, Humanities and Communication	Inman	Jayme			
AA	Liberal Arts: Social and Behavioral Sciences	Innocente	Sheena			
AA	Liberal Arts: Social and Behavioral Sciences	Johnson	Peter			
AA	Liberal Arts: Arts, Humanities and Communication	June	Bobby			
AA	Liberal Arts: Arts, Humanities and Communication	Karimpoor	Sepideh	Honors		
AS	Biological Science	Kawagishi	Tina			
AS	Water Utility Science: Water Distribution	Kemp	Shane			
AA	Liberal Arts: Social and Behavioral Sciences	Key	Sasha			
AA	Business Administration	Khanna	Arav	Honors	Departmental Honors	
AS	Cosmetology	Kim	David	Honors	Departmental Honors	
AA	Business Administration	Kiskadden	Kelly			

AA = Associate of Arts
AS = Associate of Science

Santiago Canyon College

Graduate File Listing

April 25, 2011

Fall 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: University Transfer Studies	Kiskadden	Kelly			
AS	Survey/Mapping Sciences: Land Surveying	Kow	Chu			
AA	Liberal Arts: University Transfer Studies	Kuskie	Courtney			
AA	Liberal Arts: Social and Behavioral Sciences	La Berge	Danielle			
AA	Psychology	La Berge	Danielle			
AA	Liberal Arts: University Transfer Studies	Lantz	Courtney			
AA	Liberal Arts: Arts, Humanities and Communication	Ledesma	Steven			
AA	Liberal Arts: Mathematics and Sciences	Lopez	Paul	High Honors		
AS	Water Utility Science: Water Treatment	Magelnicki	John	Honors	Departmental Honors	
AA	Liberal Arts	Maguire	Sean			
AA	Psychology	Marjiya	Catherine			
AA	Liberal Arts: Arts, Humanities and Communication	Martin	Jodi			
AA	Liberal Arts: Arts, Humanities and Communication	Martinez	Eliezer			
AA	Liberal Arts: University Transfer Studies	Mauban	Rachelle	Honors		
AA	Liberal Arts: Arts, Humanities and Communication	May	Lance			
AA	Liberal Arts: University Transfer Studies	Mejia	Esmeralda			
AA	Liberal Arts: Arts, Humanities and Communication	Mendiola	Norman			
AS	Biological Science	Mendoza	Monica	Honors	Departmental Honors	
AA	Liberal Arts: Mathematics and Sciences	Meyer	Brent			
AA	Liberal Arts: Arts, Humanities and Communication	Minnich	Laura			
AA	Liberal Arts	Misity	Jillian			
AS	Apprenticeship Surveying: Chief of Party	Morales	Rafael			
AA	Liberal Arts: Arts, Humanities and Communication	Mosley	Amanda			
AA	Liberal Arts	Myers	Brittany			
AA	Liberal Arts: Arts, Humanities and Communication	Napier	Sharla			
AA	Liberal Arts: Social and Behavioral Sciences	Nay	Ciara			
AS	Water Utility Science: Water Distribution	Needham	Shari	Honors	Departmental Honors	
AS	Water Utility Science: Water Treatment	Needham	Shari	Honors	Departmental Honors	
AS	Water Utility Science: Water Treatment	Nguyen	Chinh			
AA	Liberal Arts: Arts, Humanities and Communication	Nichols	Amanda			
AA	Liberal Arts: Arts, Humanities and Communication	Noble	Trevor			
AA	History	O Neill	Robert			
AA	Liberal Arts: Arts, Humanities and Communication	Oh	Debbie			
AA	Business Administration	Parille	Rachel			
AA	Liberal Arts: University Transfer Studies	Prajapati	Jitesh			
AA	Liberal Arts: Arts, Humanities and Communication	Raftogianis	Kevin	Highest Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Ragan	Caitlin	Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Ragan	Ryan			
AA	Liberal Arts: Mathematics and Sciences	Reese	Patrick			

AA = Associate of Arts
AS = Associate of Science

Santiago Canyon College

Graduate File Listing

April 25, 2011

Fall 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: Arts, Humanities and Communication	Rettberg	Breanna			
AA	Liberal Arts: University Transfer Studies	Reyes	Kathleen	Highest Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Rickerts	Allison			
AA	Liberal Arts	Rivas	Mario			
AS	Gemology	Rivera	Rhonda			
AA	Business Administration	Roberts	Steven			
AA	Business Management	Robinson	Katie	Honors	Departmental Honors	
AA	Liberal Arts: Arts, Humanities and Communication	Saenz	Jose			
AA	Liberal Arts	Saiza	Linda			
AA	Liberal Arts: Arts, Humanities and Communication	Saldana	Carol			
AA	Liberal Arts: University Transfer Studies	Sanchez	Gabriel			
AA	Liberal Arts: Arts, Humanities and Communication	Sandru	Jason			
AA	Liberal Arts: Arts, Humanities and Communication	Sarmiento	Marissa			
AA	Liberal Arts: Social and Behavioral Sciences	Sena	Theresa			
AS	Maintenance Mechanic Apprentice I	Shanahan	Alan			
AA	Liberal Arts: Arts, Humanities and Communication	Shrock	Matt			
AA	Liberal Arts	Smith	Chelsey			
AA	Liberal Arts: Arts, Humanities and Communication	Smith	Megan			
AA	Liberal Arts: Arts, Humanities and Communication	Sonye	Justin			
AA	Liberal Arts: Arts, Humanities and Communication	Sproule	Corbin			
AA	Liberal Arts: Arts, Humanities and Communication	Stanfield	Tamara			
AS	Water Utility Science: Water Distribution	Stava	Gabrielle			
AA	Business Administration	Swanke	Ryan			
AA	Liberal Arts: University Transfer Studies	Ta	Amy	High Honors		
AA	Liberal Arts: Arts, Humanities and Communication	Tate	Trenton			
AA	Liberal Arts: Arts, Humanities and Communication	Thompson	Sherrie			
AA	Liberal Arts: University Transfer Studies	Tichelaar	Katie			
AA	Liberal Arts	Torres	Anthony			
AA	Liberal Arts: Arts, Humanities and Communication	Torres	Viviana			
AS	Water Utility Science: Water Distribution	Traboulsi	Mark			
AA	Liberal Arts: University Transfer Studies	Uribe	Victor			
AA	Business Administration	Valiquette	Elise			
AA	History	Vasquez	Ayrton			
AA	Liberal Arts: Arts, Humanities and Communication	Vasquez	Ayrton			
AA	Liberal Arts: University Transfer Studies	Villamor	Carolyn			
AA	Liberal Arts: Arts, Humanities and Communication	Vincent	Christopher			
AA	Liberal Arts: University Transfer Studies	Voss	Nicholas			
AA	Philosophy	Voss	Nicholas			
AS	Physics	Voss	Nicholas			

AA = Associate of Arts
AS = Associate of Science

Santiago Canyon College

Graduate File Listing

April 25, 2011

Fall 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	Water Utility Science: Water Distribution	Wade	Bradley			
AA	Liberal Arts: University Transfer Studies	White	Nigel			
AS	Physics	White	Nigel			
AA	Liberal Arts: Social and Behavioral Sciences	Wilson	Amanda			
AA	Communication	Winn	Maria			
AA	Liberal Arts: Arts, Humanities and Communication	Zaki	Sahra			



Santiago Canyon College

FALL 2010

**Student Names
Certificates of Achievement
and
Certificates**

Santiago Canyon College

Graduate File Listing

April 25, 2011

Fall 2010

<u>Degree</u>	<u>Program</u>	<u>Last</u>	<u>First</u>
CA	California State University General Education Breadth	Acheson	David
CA	California State University General Education Breadth	Acosta	Sarah
CA	Apprenticeship Electricity: Power Lineman	Acuna	Abraham
CA	Apprenticeship Electricity: Industrial	Adair	Mark
CA	Apprenticeship Surveying: Chief of Party	Adams	Leif
CA	Intersegmental General Education Transfer Curriculum	Alatorre	Roberto
CA	Public Works Management	Alfaro	Rudy
CA	Intersegmental General Education Transfer Curriculum	Allen	Forest
CA	Apprenticeship Surveying: Chainman	Allsman	Jason
CA	Cosmetology	Alvarado	Dominic
CA	Public Works Construction Inspection	Alvarez	Issac
CA	Water Utility Science: Water Distribution	Alvarez	Issac
CA	Survey/Mapping Sciences: Land Surveying	Amador	Carlos
CERT	Survey/Mapping Sciences: Land Surveying Technician	Amador	Carlos
CERT	Cosmetology: Cosmetician	Andretta	Carmen
CA	Apprenticeship Electricity: Industrial	Andrew	Dustin
CA	Water Utility Science: Water Distribution	Anzora	Juan
CA	Water Utility Science: Water Treatment	Anzora	Juan
CA	Intersegmental General Education Transfer Curriculum	Ariaz	Ashlee
CA	Water Utility Science: Water Distribution	Arreola	Elieceer
CA	Apprenticeship Surveying: Chainman	Augspurger	Anthony
CA	Apprenticeship Barbering	Autry	Lindsay
CA	California State University General Education Breadth	Avila	Gregorio
CA	Apprenticeship Electricity: Industrial	Bailey	Sriandayani
CA	California State University General Education Breadth	Ballard	Timothy
CA	Intersegmental General Education Transfer Curriculum	Barajas	Manuel
CA	Public Works Management	Barela	Richard
CA	Public Works Construction Inspection	Barnhart	Camden
CA	Public Works Construction Inspection	Barragan	Mario
CA	California State University General Education Breadth	Barrios	Andrew
CA	California State University General Education Breadth	Bartolic	Anton
CA	Apprenticeship Electricity: Power Lineman	Bauman	Matthew
CA	Intersegmental General Education Transfer Curriculum	Bilog	Angelica
CA	California State University General Education Breadth	Bitar	Viken
CA	California State University General Education Breadth	Boffa	Stephanie
CA	California State University General Education Breadth	Borak	Megan
CA	Water Utility Science: Water Distribution	Bornhoff	Mike

CA = Certificate of Achievement

CERT = Certificate

Santiago Canyon College

Graduate File Listing

April 25, 2011

Fall 2010

CA	Intersegmental General Education Transfer Curriculum	Bowman	Michael
CA	Accounting	Bridges	Lari
CA	Public Works Management	Brone	Andrea
CA	Public Works Management	Brown	Wendy
CA	Water Utility Science: Water Treatment	Buhl	Michael
CA	California State University General Education Breadth	Burnett	Christina
CA	Intersegmental General Education Transfer Curriculum	Cameron	Carie
CA	California State University General Education Breadth	Campana	Maximo
CA	Intersegmental General Education Transfer Curriculum	Campana	Maximo
CA	Survey/Mapping Sciences: Land Surveying	Campbell	Timothy
CERT	Survey/Mapping Sciences: Land Surveying Technician	Campbell	Timothy
CA	Apprenticeship Electricity: Sound Installer	Campos	Jairo
CA	Intersegmental General Education Transfer Curriculum	Carpenter	Blake
CA	Apprenticeship Surveying: Chainman	Carrel	Mark
CA	Apprenticeship Electricity: Industrial	Carrillo	Gustavo
CA	Survey/Mapping Sciences: Land Surveying	Casanova	Jose
CERT	Survey/Mapping Sciences: Land Surveying Technician	Casanova	Jose
CA	Intersegmental General Education Transfer Curriculum	Castro	Melissa
CA	Apprenticeship Electricity: Industrial	Chang	Calvin
CA	Apprenticeship Electricity: Industrial	Chapel	James
CA	Intersegmental General Education Transfer Curriculum	Chavez	Diego
CA	Apprenticeship Electricity: Industrial	Chavez	Eric
CA	California State University General Education Breadth	Christian	Natalie
CA	Apprenticeship Electricity: Industrial	Cirigliano	Joseph
CA	California State University General Education Breadth	Coats	Catherine
CA	California State University General Education Breadth	Cole	Carole
CA	California State University General Education Breadth	Cole	Erin
CA	Intersegmental General Education Transfer Curriculum	Collins	Lisa
CA	Apprenticeship Electricity: Sound Installer	Concepcion	Antonio
CA	California State University General Education Breadth	Condia	Michael
CA	Cosmetology	Cota	Jennifer
CA	Intersegmental General Education Transfer Curriculum	Cote	Rebecca
CA	California State University General Education Breadth	Crandall	Jeremy
CA	California State University General Education Breadth	Criscuolo	Amanda
CA	Apprenticeship Electricity: Sound Installer	Dale	Greg
CA	California State University General Education Breadth	Dalton	Nicole
CA	Water Utility Science: Water Distribution	Dalton	Nicole
CA	California State University General Education Breadth	Davis	Logan

CA = Certificate of Achievement
CERT = Certificate

Santiago Canyon College

Graduate File Listing

April 25, 2011

Fall 2010

CA	Apprenticeship Electricity: Industrial	Davis	Sean
CA	Apprenticeship Electricity: Industrial	Davis	Shawn
CA	Survey/Mapping Sciences: Land Surveying	De Los Monteros	Domenico
CA	California State University General Education Breadth	Degante	Roberto
CA	Intersegmental General Education Transfer Curriculum	Delariva	Erinn
CA	Intersegmental General Education Transfer Curriculum	Delgado	Samuel
CA	Gemology	Deshane	Gail
CA	Intersegmental General Education Transfer Curriculum	Devitt	Ashley
CERT	Survey/Mapping Sciences: Land Surveying Technician	Diffley	James
CA	Water Utility Science: Water Distribution	Dugan	Jeffrey
CA	Water Utility Science: Water Treatment	Dunahee	Charles
CA	Apprenticeship Electricity: Industrial	Duncan	Wallace
CA	Gemology	Dunn	Maruja
CA	Apprenticeship Electricity: Power Lineman	Edwards	Ronnie
CA	Water Utility Science: Water Treatment	Eguez	Mario
CA	Water Utility Science: Wastewater/Environmental Sanitation	Elizarraraz	David
CA	California State University General Education Breadth	Ellis	Dalen
CA	Intersegmental General Education Transfer Curriculum	Ellis	Dalen
CA	Water Utility Science: Water Distribution	Espinoza	Valentin
CA	California State University General Education Breadth	Eumurian	Jennifer
CA	Intersegmental General Education Transfer Curriculum	Farmer	Kelly
CA	Apprenticeship Electricity: Industrial	Figueroa	Jose
CA	California State University General Education Breadth	Fishel	Danielle
CA	Intersegmental General Education Transfer Curriculum	Fitkin	Michael
CA	California State University General Education Breadth	Fletcher	Ryan
CA	Intersegmental General Education Transfer Curriculum	Foley	Kevin
CA	Apprenticeship Electricity: Industrial	Fortelny	Chris
CA	California State University General Education Breadth	Fraga	Uriel
CA	California State University General Education Breadth	Franco	Bradley
CA	Intersegmental General Education Transfer Curriculum	Franco	Bradley
CA	Apprenticeship Electricity: Power Lineman	Garceau	Tristan
CA	Intersegmental General Education Transfer Curriculum	Garcia	Daniel
CA	Public Works Management	Garcia	Mario
CA	California State University General Education Breadth	Garcia	Vanessa
CERT	Survey/Mapping Sciences: Land Surveying Technician	Garcia de Jesus	Ricardo
CA	Apprenticeship Electricity: Industrial	Germanero	Joseph
CA	California State University General Education Breadth	Gherghel	Lauren
CA	Apprenticeship Electricity: Sound Installer	Gonzalez	Jose

CA = Certificate of Achievement
CERT = Certificate

Santiago Canyon College

Graduate File Listing

April 25, 2011

Fall 2010

CA	Water Utility Science: Water Distribution	Goris	Detlef
CA	Water Utility Science: Water Treatment	Goris	Detlef
CA	Water Utility Science: Water Distribution	Green	Joseph
CA	Water Utility Science: Water Treatment	Greene	Andrew
CA	California State University General Education Breadth	Gremling	Nicole
CA	Intersegmental General Education Transfer Curriculum	Gremling	Nicole
CERT	Water Utility Supervisor	Grisso	Michael
CA	California State University General Education Breadth	Guillen	Elsa
CA	Intersegmental General Education Transfer Curriculum	Gulley	Eric
CA	California State University General Education Breadth	Hackney	Vincent
CA	Intersegmental General Education Transfer Curriculum	Hackney	Vincent
CA	California State University General Education Breadth	Hadrous	Veronica
CA	Apprenticeship Electricity: Power Lineman	Hagan	Charles
CA	Apprenticeship Electricity: Power Lineman	Hamann	Jason
CA	California State University General Education Breadth	Harmon	Chad
CA	Apprenticeship Electricity: Power Lineman	Harrell	Lawrence
CA	Public Works Management	Harris	Jermaine
CA	Intersegmental General Education Transfer Curriculum	Harris	Richard
CA	California State University General Education Breadth	Harris	Steve
CA	California State University General Education Breadth	Hazu	Izhak
CA	Cosmetology	Henry	Chelsay
CA	Public Works Construction Inspection	Hernandez	Ruben
CA	Apprenticeship Surveying: Chainman	Hicks	Kerry
CA	Water Utility Science: Wastewater/Environmental Sanitation	Hill	Daniel
CERT	Television/Video Communications: Media Studies	Howland	Spencer
CA	Water Utility Science: Water Distribution	Hutton	Michael
CERT	Survey/Mapping Sciences: Land Surveying Technician	Ihn	Kwan
CA	California State University General Education Breadth	Inman	Jayne
CA	Intersegmental General Education Transfer Curriculum	Inman	Jayne
CA	California State University General Education Breadth	Innocente	Sheena
CA	Public Works Management	Jackson	Brad
CA	Apprenticeship Electricity: Industrial	Jellicoe	Patrick
CA	California State University General Education Breadth	Johnson	Melissa
CA	Intersegmental General Education Transfer Curriculum	Johnson	Melissa
CA	California State University General Education Breadth	Johnson	Peter
CA	California State University General Education Breadth	Juarez	Nikol
CA	California State University General Education Breadth	June	Bobby
CA	California State University General Education Breadth	Karimpoor	Sepideh

CA = Certificate of Achievement
CERT = Certificate

Santiago Canyon College

Graduate File Listing

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CA	Intersegmental General Education Transfer Curriculum	Kawagishi	Tina
CA	Water Utility Science: Water Distribution	Kemp	Shane
CA	California State University General Education Breadth	Kiskadden	Kelly
CA	Intersegmental General Education Transfer Curriculum	Kiskadden	Kelly
CA	Public Works Management	Knapp	Matthew
CERT	Cosmetology: Cosmetician	Kopischke	Krista
CA	Public Works Management	Kort	Bradley
CA	Survey/Mapping Sciences: Land Surveying	Kow	Chu
CA	Apprenticeship Surveying: Chainman	Krull	Jesse
CA	California State University General Education Breadth	La Berge	Danielle
CA	California State University General Education Breadth	Lantz	Courtney
CA	Intersegmental General Education Transfer Curriculum	Lantz	Courtney
CA	Intersegmental General Education Transfer Curriculum	Larragueta	Alejandro
CA	Apprenticeship Electricity: Industrial	Leach	Mark
CA	California State University General Education Breadth	Ledesma	Steven
CA	Intersegmental General Education Transfer Curriculum	Ledesma	Steven
CA	Apprenticeship Electricity: Sound Installer	Lem	Nov
CA	California State University General Education Breadth	Li	Jonathan
CA	Water Utility Science: Water Treatment	Lingenfelter	Phillip
CA	Gemology	Littiken	Mary
CA	Water Utility Science: Water Distribution	Lopez	Alicia
CA	California State University General Education Breadth	Lopez	Paul
CA	Public Works Management	Lovelady	Marna
CA	California State University General Education Breadth	Lozano	Raymond
CERT	Public Works: Green-Sustainable Building	Lumactod	Epitacio
CA	Water Utility Science: Water Treatment	Magelnicki	John
CA	California State University General Education Breadth	Marjiya	Catherine
CA	California State University General Education Breadth	Martin	Jodi
CA	California State University General Education Breadth	Martinez	Eliezer
CA	Apprenticeship Electricity: Industrial	Martinez	Thomas
CA	California State University General Education Breadth	Mauban	Rachelle
CA	Intersegmental General Education Transfer Curriculum	May	Lance
CA	Public Works Management	Mazraani	Dany
CA	Apprenticeship Electricity: Industrial	Mc Clure	Dan
CA	Cosmetology	McConnell	Christine
CA	Cosmetology	McPherson	Danielle
CA	California State University General Education Breadth	Mejia	Esmeralda
CA	California State University General Education Breadth	Mendiola	Norman

4.6 (20)

Santiago Canyon College

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CA	Intersegmental General Education Transfer Curriculum	Mendoza	Monica
CERT	Project Management	Mertz	Richard
CA	California State University General Education Breadth	Meyer	Brent
CA	Apprenticeship Electricity: Industrial	Meyer	Russell
CA	Apprenticeship Electricity: Industrial	Michaud	Paula
CA	California State University General Education Breadth	Mosley	Amanda
CA	Water Utility Science: Water Distribution	Muniz	Carlos
CA	Public Works Management	Murphy	Melissa
CA	California State University General Education Breadth	Myers	Brittany
CA	Intersegmental General Education Transfer Curriculum	Myers	Brittany
CA	Cosmetology	Nahay	Alexis
CA	California State University General Education Breadth	Napier	Sharla
CA	California State University General Education Breadth	Narez	Reynalda
CA	Public Works Management	Navarro	Ruben
CA	California State University General Education Breadth	Nay	Ciara
CA	Apprenticeship Electricity: Sound Installer	Nelson	Neil
CA	Cosmetology	Nerell	Allison
CA	Water Utility Science: Water Treatment	Nguyen	Chinh
CA	Water Utility Science: Wastewater/Environmental Sanitation	Nguyen	Tran
CA	California State University General Education Breadth	Nichols	Amanda
CA	California State University General Education Breadth	Nieruchalski	Dayna
CA	Apprenticeship Electricity: Sound Installer	Ormonde	Chris
CA	Public Works Construction Inspection	Ortiz	Henry
CA	California State University General Education Breadth	Otley	Jacqueline
CA	Apprenticeship Electricity: Industrial	Owen	Evan
CA	Public Works Management	Palmer	Gary
CA	Cosmetology	Palomo	Diana
CA	Intersegmental General Education Transfer Curriculum	Paquette	Joseph
CA	California State University General Education Breadth	Parille	Rachel
CA	Public Works Construction Inspection	Payne	Trevor
CA	Apprenticeship Electricity: Industrial	Perez	Stephen
CA	Public Works Management	Persaud	Kristina
CA	Apprenticeship Electricity: Industrial	Peterson	Jason
CA	Survey/Mapping Sciences: Land Surveying	Pineda	Carlito
CERT	Survey/Mapping Sciences: Land Surveying Technician	Pineda	Carlito
CA	Water Utility Science: Water Treatment	Plummer	Matthew
CERT	Public Works: Green-Sustainable Building	Poff	Kyle
CERT	Cosmetology: Cosmetician	Potalivo	Pamela

4.6 (21)

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CA	California State University General Education Breadth	Prajapati	Jitesh
CA	Apprenticeship Electricity: Industrial	Quader	Omar
CA	Water Utility Science: Water Distribution	Quick	Donald
CA	Public Works Construction Inspection	Quinones	Fabio
CA	Gemology	Quintana	Ana
CA	Water Utility Science: Water Treatment	Quintero	Francisco
CA	Gemology	Rabinowitz	Art
CA	Intersegmental General Education Transfer Curriculum	Raftogianis	Kevin
CA	California State University General Education Breadth	Ragan	Caitlin
CA	California State University General Education Breadth	Ragan	Ryan
CA	California State University General Education Breadth	Reames	Randel
CA	California State University General Education Breadth	Reese	Patrick
CA	California State University General Education Breadth	Rehm	David
CERT	Survey/Mapping Sciences: Land Surveying Technician	Renteria	Michael
CA	California State University General Education Breadth	Reyes	Kathleen
CA	California State University General Education Breadth	Rickerts	Allison
CA	California State University General Education Breadth	Rivas	Mario
CA	California State University General Education Breadth	Rodriguez	Maria
CA	Apprenticeship Electricity: Industrial	Roesch	Trevor
CERT	Project Management	Rogers	Christopher
CA	Public Works Management	Rogers	Christopher
CERT	Public Works: Green-Sustainable Building	Rogers	Christopher
CA	Apprenticeship Electricity: Industrial	Roth	Timothy
CA	Apprenticeship Electricity: Sound Installer	Rothas	Brett
CA	Apprenticeship Electricity: Industrial	Ruder	W
CA	Apprenticeship Electricity: Power Lineman	Russell	Stuart
CA	California State University General Education Breadth	Saenz	Jose
CA	California State University General Education Breadth	Saldana	Carol
CA	Apprenticeship Electricity: Power Lineman	Sanchez	Ezechiel
CA	California State University General Education Breadth	Sanchez	Gabriel
CA	Apprenticeship Electricity: Industrial	Sandoval	Oscar
CA	California State University General Education Breadth	Sandru	Jason
CA	California State University General Education Breadth	Sarmiento	Marissa
CERT	General Marketing	Savala	Anthony
CERT	Marketing Advertising	Savala	Anthony
CA	Intersegmental General Education Transfer Curriculum	Schindelbeck	Rachel
CA	Water Utility Science: Water Distribution	Schreck	Jeffrey
CA	Apprenticeship Electricity: Industrial	Scott	Sean

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Graduate File Listing

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CA	Apprenticeship Surveying: Chainman	Sears	John
CA	California State University General Education Breadth	Sena	Theresa
CA	Maintenance Mechanic Apprentice I	Shanahan	Alan
CERT	Cosmetology: Cosmetician	Shchetinina	Irina
CA	California State University General Education Breadth	Shepherd	Melissa
CA	California State University General Education Breadth	Shrock	Matt
CA	California State University General Education Breadth	Smith	Megan
CA	Apprenticeship Electricity: Industrial	Snook	Cale
CA	California State University General Education Breadth	Sonye	Justin
CA	California State University General Education Breadth	Sproule	Corbin
CA	Water Utility Science: Water Distribution	Stava	Gabrielle
CA	California State University General Education Breadth	Swanke	Ryan
CERT	Public Works Supervisor	Switzer	Gregory
CA	California State University General Education Breadth	Ta	Amy
CA	Intersegmental General Education Transfer Curriculum	Tate	Trenton
CA	Apprenticeship Electricity: Power Lineman	Taylor	Jeremy
CA	Apprenticeship Electricity: Sound Installer	Thompson	Steven
CA	Survey/Mapping Sciences: Land Surveying	Tom	Keith
CA	California State University General Education Breadth	Torres	Anthony
CA	Apprenticeship Electricity: Industrial	Torres	George
CA	Apprenticeship Electricity: Power Lineman	Torres	Jorge
CA	California State University General Education Breadth	Torres	Viviana
CA	Water Utility Science: Water Distribution	Traboulsi	Mark
CA	Intersegmental General Education Transfer Curriculum	Tribbey	John
CERT	Cosmetology: Cosmetician	Trinidad	Arlene
CERT	Cosmetology: Cosmetician	Trinidad	Austyn
CERT	Survey/Mapping Sciences: Land Surveying Technician	Tucker	Monte
CERT	Survey/Mapping Sciences: Land Surveying Technician	Urbiztondo	Reginaldo
CA	California State University General Education Breadth	Uribe	Victor
CA	California State University General Education Breadth	Valdovinos	Daniel
CA	Cosmetology	Valencia	Isabel
CA	California State University General Education Breadth	Van	Kim
CA	Cosmetology	Vega	Michelle
CERT	Computerized Accounting	Vetter	Bill
CA	Intersegmental General Education Transfer Curriculum	Vigneault	Kathryn
CA	Apprenticeship Electricity: Industrial	Villalobos	Frank
CERT	Public Works Supervisor	Villalobos	Jimmy
CA	Intersegmental General Education Transfer Curriculum	Villamor	Carolyn

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Graduate File Listing

April 25, 2011

Fall 2010

CA	California State University General Education Breadth	Vincent	Christopher
CA	California State University General Education Breadth	Voss	Nicholas
CA	Water Utility Science: Water Distribution	Wade	Bradley
CERT	Computer Information Systems: Web Programing	Walker	Michael
CA	Apprenticeship Surveying: Chainman	Waterman	Jesse
CA	Apprenticeship Electricity: Industrial	Watson	Matthew
CA	Water Utility Science: Water Treatment	West	Daniel
CERT	Survey/Mapping Sciences: Land Surveying Technician	Whatley	David
CA	Intersegmental General Education Transfer Curriculum	White	Nigel
CA	Intersegmental General Education Transfer Curriculum	Wilcox	Charles
CA	California State University General Education Breadth	Winn	Maria
CERT	General Marketing	Woods	Jazmine
CA	Public Works Construction Inspection	Woods	Ken
CA	Apprenticeship Electricity: Sound Installer	Ybarra	Victor
CA	Cosmetology	Yelicich	Nicole
CA	Apprenticeship Electricity: Industrial	You	Panhnhapung
CA	California State University General Education Breadth	Zaki	Sahra
CA	Apprenticeship Electricity: Industrial	Ziemer	Brian

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College

To:	Board of Trustees	Date: April 25, 2011
Re:	Approval of SCC Sociology Associate in Arts Degree for Transfer (AA-T)	
Action:	Request for Action	

BACKGROUND

The implementation of Senate Bill 1440 (Padilla, 2010), which is now California Education Code §§66745-66749, establishes that California community colleges, commencing with the 2011-12 academic year, must have in place degrees as defined by California Education Code § 66746 – 66748. The Santiago Canyon College Curriculum and Instruction Council has approved the second of the aforementioned degrees, a new Sociology Associate in Arts Degree for Transfer.

ANALYSIS

The attached program represents a summary of requirements as outlined by the Transfer Model Curriculum. The Sociology department, Curriculum and Instruction Council and Articulation Officer have collaborated, reviewed and approved the program as presented.

RECOMMENDATION

It is recommended by the Sociology department, Curriculum and Instruction Council chair, and Vice President of Academic Affairs that the Board of Trustees approve the proposed program as required by the California Community Colleges Chancellor's Office.

Fiscal Impact:	None.	Board Date: April 25, 2011
Prepared by:	Aracely Mora, Interim Vice President, Academic Affairs	
Submitted by:	Juan Vázquez, President	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	



PROGRAM OF STUDY

Sociology A.A. Degree for Transfer

The transfer degree in Sociology is an interdisciplinary social science program providing students an understanding of interpersonal behavior and social structure, a critical appreciation of contemporary social life, and a form of reference for an analysis of human behavior. Successful completion of the transfer degree in Sociology guarantees the student acceptance to a local California State University to pursue a baccalaureate degree in Sociology or a related field.

Major requirements for the associate in arts degree for transfer in Sociology:

		Units
Required Core:		
SOC 100/100H	Introduction to Sociology	3
Select two courses from the following (List A):		
SOC 140/140H	Analysis of Social Trends and Problems	3
SOCS 219/219H	Statistics and Probability	4
or		
MATH 219/219H	Statistics and Probability	4
Select two courses from the following (List B):		
SOC 112	Relationships, Marriages, and Family Dynamics	3
SOC 240	Introduction to Social Psychology	3
or		
PSYC 240	Introduction to Social Psychology	3
Select one course from the following (List C):		
ANTH 100/100H	Introduction to Cultural Anthropology	3
ENGL 103/103H	Critical Thinking and Writing	4
PSYC 100/100H	Introduction to Psychology	3
Total Units		19 – 20

Program Outcomes

1. To learn to implement perspectives in dealing with social dynamics.
2. To learn the application of research methods in investigating social problems.
3. To understand group interaction, including gender, ethnicity, age differences, and social class.
4. To learn the influence of social institutions on individuals and groups

PID 218

REQUIRED SIGNATURES

Title of Proposed Program Sociology A.A. Degree for Transfer College Santiago Canyon
College

LOCAL CURRICULUM APPROVAL:

Changes proposed in this application have been approved by the curriculum committee and instructional administration, and all applicable requirements of Title 5 regulations have been satisfied.

4/19/2011
DATE

Craig R. Rutan
SIGNATURE, CHAIR, CURRICULUM COMMITTEE

Craig Rutan
TYPED OR PRINTED NAME

4/19/11
DATE

Aracely Mora
SIGNATURE, CHIEF INSTRUCTIONAL OFFICER

Aracely Mora
TYPED OR PRINTED NAME

4/19/11
DATE

Morrie Barembaum
SIGNATURE, ACADEMIC SENATE PRESIDENT

Morrie Barembaum
TYPED OR PRINTED NAME

CAREER TECHNICAL EDUCATION ONLY:

Program fulfills the requirements of employers in the occupation, provides students with appropriate occupational competencies, and meets any relevant professional or licensing standards.

DATE SIGNATURE, ADMINISTRATOR OF CTE TYPED OR PRINTED NAME

Changes proposed in this application been reviewed by the Career Technical Education Regional Consortium, and approval was recommended on _____ (date).

DATE SIGNATURE, CHAIR, REGIONAL CONSORTIUM TYPED OR PRINTED NAME

COLLEGE PRESIDENT:

All provisions of Title 5, Section 55130 have been considered. All factors, taken as a whole, support establishment and maintenance of the proposed changes to an existing, approved program.

4/14/11
DATE

Juan Vázquez
SIGNATURE, PRESIDENT OF THE COLLEGE

Juan Vázquez
TYPED OR PRINTED NAME

DISTRICT APPROVAL (check one):

On _____ (date), the governing board of the _____ District approved the proposed changes to this existing program attached to this request.

The governing board has delegated to me the authority to approve substantial changes to existing programs, and I have approved the associate degree or certificate attached to this request.

DATE SIGNATURE, SUPERINTENDENT/CHANCELLOR OF DISTRICT

Dr. Raúl Rodríguez
TYPED OR PRINTED NAME

Check Registers Submitted for Approval
 Checks Written for Period 04/09/11 thru 04/15/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50615	General Fund Unrestricted	52.00	0.00	52.00	92*0277641	92*0277641
50616	General Fund Unrestricted	3,925.00	0.00	3,925.00	92*0277642	92*0277643
50617	General Fund Unrestricted	6,721.50	0.00	6,721.50	92*0277644	92*0277675
50618	General Fund Unrestricted	19,664.70	0.00	19,664.70	92*0277676	92*0277676
50619	General Fund Unrestricted	5,665.82	0.00	5,665.82	92*0277677	92*0277683
50622	General Fund Unrestricted	5,063.29	0.00	5,063.29	92*0277699	92*0277706
50623	General Fund Unrestricted	3,701.31	0.00	3,701.31	92*0277707	92*0277714
50624	General Fund Unrestricted	9,597.51	0.00	9,597.51	92*0277715	92*0277723
50626	General Fund Unrestricted	4,289.82	0.00	4,289.82	92*0277725	92*0277736
50627	General Fund Unrestricted	289.16	0.00	289.16	92*0277742	92*0277743
50636	General Fund Unrestricted	3,076.17	0.00	3,076.17	92*0277791	92*0277799
50637	General Fund Unrestricted	12,128.08	0.00	12,128.08	92*0277800	92*0277804
50638	General Fund Unrestricted	12,757.45	0.00	12,757.45	92*0277806	92*0277811
50639	General Fund Unrestricted	7,707.04	0.00	7,707.04	92*0277815	92*0277815
50640	General Fund Unrestricted	40,645.86	0.00	40,645.86	92*0277818	92*0277819
50641	General Fund Unrestricted	717.50	0.00	717.50	92*0277820	92*0277827
50646	General Fund Unrestricted	324.00	0.00	324.00	92*0277835	92*0277837
50660	General Fund Unrestricted	1,627.11	0.00	1,627.11	92*0278938	92*0278938
50661	General Fund Unrestricted	1,303.84	0.00	1,303.84	92*0278946	92*0278949
50662	General Fund Unrestricted	414.70	0.00	414.70	92*0278950	92*0278954
50664	General Fund Unrestricted	1,782.56	0.00	1,782.56	92*0278962	92*0278967
50665	General Fund Unrestricted	330.83	0.00	330.83	92*0278972	92*0278976
50666	General Fund Unrestricted	221,113.15	0.00	221,113.15	92*0278977	92*0278977
50668	General Fund Unrestricted	1,174.13	0.00	1,174.13	92*0279000	92*0279000
50669	General Fund Unrestricted	5,623.55	0.00	5,623.55	92*0279001	92*0279008
50670	General Fund Unrestricted	1,759.14	0.00	1,759.14	92*0279009	92*0279015
50671	General Fund Unrestricted	2,514.96	0.00	2,514.96	92*0279018	92*0279025
50672	General Fund Unrestricted	7,720.87	0.00	7,720.87	92*0279027	92*0279033
50673	General Fund Unrestricted	23,710.76	0.00	23,710.76	92*0279035	92*0279037
50674	General Fund Unrestricted	27,500.00	0.00	27,500.00	92*0279039	92*0279039
50681	General Fund Unrestricted	598.00	0.00	598.00	92*0279060	92*0279062
50715	General Fund Unrestricted	1,780.75	0.00	1,780.75	92*0281897	92*0281905
50716	General Fund Unrestricted	9,506.98	0.00	9,506.98	92*0281909	92*0281913
50717	General Fund Unrestricted	203.45	0.00	203.45	92*0281915	92*0281922
50718	General Fund Unrestricted	2,916.97	0.00	2,916.97	92*0281923	92*0281926
50720	General Fund Unrestricted	1,528.62	0.00	1,528.62	92*0281935	92*0281940
50721	General Fund Unrestricted	2,584.57	0.00	2,584.57	92*0281941	92*0281949
50722	General Fund Unrestricted	1,653.31	0.00	1,653.31	92*0281951	92*0281959
50723	General Fund Unrestricted	4,100.31	0.00	4,100.31	92*0281962	92*0281962
50724	General Fund Unrestricted	2,565.81	0.00	2,565.81	92*0281967	92*0281967
50725	General Fund Unrestricted	245.15	0.00	245.15	92*0281971	92*0281977

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50726	General Fund Unrestricted	31,987.59	0.00	31,987.59	92*0281978	92*0281981
50728	General Fund Unrestricted	8,213.66	0.00	8,213.66	92*0281990	92*0281992
50729	General Fund Unrestricted	14,761.69	0.00	14,761.69	92*0281995	92*0281995
Total Fund 11 General Fund Unrestricted		<u><u>515,548.67</u></u>	<u><u>0.00</u></u>	<u><u>515,548.67</u></u>		

Check Registers Submitted for Approval
 Checks Written for Period 04/09/11 thru 04/15/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50620	General Fund Restricted	420.20	0.00	420.20	92*0277684	92*0277691
50621	General Fund Restricted	3,267.92	0.00	3,267.92	92*0277692	92*0277698
50625	General Fund Restricted	44,381.95	0.00	44,381.95	92*0277724	92*0277724
50627	General Fund Restricted	1,404.33	0.00	1,404.33	92*0277737	92*0277741
50628	General Fund Restricted	2,180.00	0.00	2,180.00	92*0277744	92*0277752
50629	General Fund Restricted	2,720.00	0.00	2,720.00	92*0277753	92*0277763
50634	General Fund Restricted	5,955.44	0.00	5,955.44	92*0277780	92*0277781
50635	General Fund Restricted	1,450.00	0.00	1,450.00	92*0277782	92*0277790
50636	General Fund Restricted	235.46	0.00	235.46	92*0277793	92*0277793
50638	General Fund Restricted	8,509.75	0.00	8,509.75	92*0277805	92*0277812
50639	General Fund Restricted	15,231.92	0.00	15,231.92	92*0277813	92*0277817
50641	General Fund Restricted	1,900.63	0.00	1,900.63	92*0277822	92*0277826
50660	General Fund Restricted	5,686.31	0.00	5,686.31	92*0278939	92*0278945
50662	General Fund Restricted	391.30	0.00	391.30	92*0278951	92*0278955
50663	General Fund Restricted	4,150.76	0.00	4,150.76	92*0278956	92*0278961
50664	General Fund Restricted	163.76	0.00	163.76	92*0278968	92*0278970
50665	General Fund Restricted	873.76	0.00	873.76	92*0278971	92*0278974
50667	General Fund Restricted	20,400.00	0.00	20,400.00	92*0278978	92*0278994
50668	General Fund Restricted	2,849.01	0.00	2,849.01	92*0278995	92*0278999
50670	General Fund Restricted	471.80	0.00	471.80	92*0279011	92*0279017
50671	General Fund Restricted	1,041.16	0.00	1,041.16	92*0279020	92*0279026
50672	General Fund Restricted	7,659.48	0.00	7,659.48	92*0279029	92*0279034
50673	General Fund Restricted	7,500.00	0.00	7,500.00	92*0279038	92*0279038
50675	General Fund Restricted	2,791.70	0.00	2,791.70	92*0279040	92*0279042
50715	General Fund Restricted	401.34	0.00	401.34	92*0281899	92*0281900
50716	General Fund Restricted	15,550.08	0.00	15,550.08	92*0281906	92*0281912
50717	General Fund Restricted	1,828.09	0.00	1,828.09	92*0281914	92*0281920
50718	General Fund Restricted	1,110.53	0.00	1,110.53	92*0281925	92*0281925
50719	General Fund Restricted	10,465.00	0.00	10,465.00	92*0281927	92*0281933
50720	General Fund Restricted	331.53	0.00	331.53	92*0281934	92*0281936
50721	General Fund Restricted	165.27	0.00	165.27	92*0281942	92*0281950
50722	General Fund Restricted	2,759.26	0.00	2,759.26	92*0281952	92*0281954
50723	General Fund Restricted	7,664.73	0.00	7,664.73	92*0281960	92*0281964
50724	General Fund Restricted	3,678.79	0.00	3,678.79	92*0281965	92*0281970
50725	General Fund Restricted	795.69	0.00	795.69	92*0281973	92*0281975
50727	General Fund Restricted	2,744.05	0.00	2,744.05	92*0281982	92*0281989
50728	General Fund Restricted	5,046.82	0.00	5,046.82	92*0281993	92*0281993
50729	General Fund Restricted	3,825.30	0.00	3,825.30	92*0281994	92*0281996
Total Fund 12 General Fund Restricted		198,003.12	0.00	198,003.12		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50630	Child Development Fund	1,550.00	0.00	1,550.00	92*0277764	92*0277767
50631	Child Development Fund	1,474.21	0.00	1,474.21	92*0277768	92*0277774
50632	Child Development Fund	6,603.00	0.00	6,603.00	92*0277775	92*0277777
50676	Child Development Fund	12,762.27	0.00	12,762.27	92*0279043	92*0279047
50677	Child Development Fund	2,765.45	0.00	2,765.45	92*0279048	92*0279056
50719	Child Development Fund	0.00	0.00	0.00	92*0281928	92*0281932
50730	Child Development Fund	194.59	0.00	194.59	92*0281997	92*0282002
50731	Child Development Fund	5,605.81	0.00	5,605.81	92*0282003	92*0282003
Total Fund 33 Child Development Fund		<u>30,955.33</u>	<u>0.00</u>	<u>30,955.33</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50633	Capital Outlay Projects Fund	8,093.86	0.00	8,093.86	92*0277778	92*0277779
50644	Capital Outlay Projects Fund	451.04	0.00	451.04	92*0277832	92*0277833
Total Fund 41 Capital Outlay Projects Fu		<u><u>8,544.90</u></u>	<u><u>0.00</u></u>	<u><u>8,544.90</u></u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50642	Bond Fund, Measure E	42,768.46	0.00	42,768.46	92*0277828	92*0277828
50643	Bond Fund, Measure E	3,196.26	0.00	3,196.26	92*0277829	92*0277831
50678	Bond Fund, Measure E	1,080.00	0.00	1,080.00	92*0279057	92*0279057
50732	Bond Fund, Measure E	24,316.00	0.00	24,316.00	92*0282004	92*0282004
Total Fund 42 Bond Fund, Measure E		<u><u>71,360.72</u></u>	<u><u>0.00</u></u>	<u><u>71,360.72</u></u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50645	Property and Liability Fund	7,500.00	0.00	7,500.00	92*0277834	92*0277834
50680	Property and Liability Fund	907.50	0.00	907.50	92*0279059	92*0279059
Total Fund 61 Property and Liability Fund		<u><u>8,407.50</u></u>	<u><u>0.00</u></u>	<u><u>8,407.50</u></u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50679	Workers' Compensation Fund	1,837.50	0.00	1,837.50	92*0279058	92*0279058
Total Fund 62 Workers' Compensation Fu		<u><u>1,837.50</u></u>	<u><u>0.00</u></u>	<u><u>1,837.50</u></u>		

50733	Student Financial Aid Fund	1,700.00	0.00	1,700.00	92*0282005	92*0282005
Total Fund 74 Student Financial Aid Fund		<u>1,700.00</u>	<u>0.00</u>	<u>1,700.00</u>		

SUMMARY

Total Fund 11 General Fund Unrestricted	515,548.67
Total Fund 12 General Fund Restricted	198,003.12
Total Fund 33 Child Development Fund	30,955.33
Total Fund 41 Capital Outlay Projects Fund	8,544.90
Total Fund 42 Bond Fund, Measure E	71,360.72
Total Fund 61 Property and Liability Fund	8,407.50
Total Fund 62 Workers' Compensation Fund	1,837.50
Total Fund 74 Student Financial Aid Fund	1,700.00
Grand Total:	<u><u>836,357.74</u></u>

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

From 3 / 1 / 2011 To 3 / 31 / 2011
 Board Meeting on 4 / 25 / 2011

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 Account</u>		
1000	ACADEMIC SALARIES		\$82,840
2000	CLASSIFIED / OTHER NONACADEMIC		503,702
3000	EMPLOYEE BENEFITS		111,026
4000	SUPPLIES AND MATERIALS	\$11,262	
5000	OPERATING EXPENSES & SERVICES		74,832
6000	CAPITAL OUTLAY	3,584	
7000	OTHER OUTGO	1,150	
	Total appropriation	\$15,996	\$772,400
	<u>Revenue Account</u>		
8100	FEDERAL REVENUE		\$307,191
8600	STATE REVENUE		447,233
8800	LOCAL REVENUE		1,980
	Total revenue		\$756,404

RECOMMENDATION

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

Fund 12: General Fund Restricted

bc10pn310n		3/10/2011	B007492	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES			0	5,309
3000	EMPLOYEE BENEFITS			0	642
4000	SUPPLIES AND MATERIALS			0	3,000
5000	OPERATING EXPENSES AND SERVICES			0	5,899
8600	STATE REVENUE			0	14,850
				<hr/>	
				0	29,700

Reason: Special Project Adjustment
Description: SP#2450 SA Middle College HS

bc10pn316d		3/16/2011	B007516	<u>Decreases</u>	<u>Increases</u>
4000	SUPPLIES AND MATERIALS			0	1,407
5000	OPERATING EXPENSES AND SERVICES			0	13
8800	LOCAL REVENUE			0	1,420
				<hr/>	
				0	2,840

Reason: Special Project Adjustment
Description: Fam Owned Bus Forum-Wm Bus Ctr

bc10pn316h		3/16/2011	B007520	<u>Decreases</u>	<u>Increases</u>
2000	CLASSIFIED/OTHER NONACADEMIC			0	560
8800	LOCAL REVENUE			0	560
				<hr/>	
				0	1,120

Reason: Special Project Adjustment
Description: WBC prog income budg set up

bc10kt31711b		3/17/2011	B007530	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES			0	13,856
8600	STATE REVENUE			0	13,856
				<hr/>	
				0	27,712

Reason: New Budget
Description: Newb SAC BSI P1 Augmentation

bc10kt31711c		3/17/2011	B007531	<u>Decreases</u>	<u>Increases</u>
2000	CLASSIFIED/OTHER NONACADEMIC			0	30,720
3000	EMPLOYEE BENEFITS			0	6,905
4000	SUPPLIES AND MATERIALS			0	1,750
5000	OPERATING EXPENSES AND SERVICES			0	30,534
8100	FEDERAL REVENUE			0	69,909
				<hr/>	
				0	139,818

Reason: New Budget
Description: Newb JA/CITD 10-11 SBA Jobs Ac

Fund 12: General Fund Restricted

		3/17/2011	B007532	<u>Decreases</u>	<u>Increases</u>
bc10kt31711d					
2000	CLASSIFIED/OTHER NONACADEMIC			0	244,080
3000	EMPLOYEE BENEFITS			0	54,862
5000	OPERATING EXPENSES AND SERVICES			0	15,512
8600	STATE REVENUE			0	314,454
				<hr/>	<hr/>
				0	628,908

Reason: New Budget
Description: Newb SBDC Network State Fundin

		3/17/2011	B007533	<u>Decreases</u>	<u>Increases</u>
bc10kt31711e					
2000	CLASSIFIED/OTHER NONACADEMIC			0	190,080
3000	EMPLOYEE BENEFITS			0	13,059
4000	SUPPLIES AND MATERIALS			0	2,000
5000	OPERATING EXPENSES AND SERVICES			0	29,861
8100	FEDERAL REVENUE			0	235,000
				<hr/>	<hr/>
				0	470,000

Reason: New Budget
Description: Newb SBA Jobs Act CSUF SBDC

		3/17/2011	B007534	<u>Decreases</u>	<u>Increases</u>
bc10kt31711f					
1000	ACADEMIC SALARIES			0	6,275
2000	CLASSIFIED/OTHER NONACADEMIC			0	2,400
3000	EMPLOYEE BENEFITS			0	1,409
5000	OPERATING EXPENSES AND SERVICES			6,545	0
8600	STATE REVENUE			0	3,539
				<hr/>	<hr/>
				6,545	13,623

Reason: New Budget
Description: SCC BSI P1 Augmentation

		3/17/2011	B007535	<u>Decreases</u>	<u>Increases</u>
bc10kt31711g					
5000	OPERATING EXPENSES AND SERVICES			0	20,785
8600	STATE REVENUE			0	20,785
				<hr/>	<hr/>
				0	41,570

Reason: New Budget
Description: CEC BSI P1 Augmentation

		3/22/2011	B007565	<u>Decreases</u>	<u>Increases</u>
bc10kt32211g					
1000	ACADEMIC SALARIES			5,623	0
2000	CLASSIFIED/OTHER NONACADEMIC			0	14,977
3000	EMPLOYEE BENEFITS			0	4,828
4000	SUPPLIES AND MATERIALS			200	0
5000	OPERATING EXPENSES AND SERVICES			0	32,880
8600	STATE REVENUE			0	46,862
				<hr/>	<hr/>
				5,823	99,547

Reason: New Budget
Description: Newb CEC non credit Matriculat

Fund 12: General Fund Restricted

bc10kt32211h		3/22/2011	B007566	<u>Decreases</u>	<u>Increases</u>
2000	CLASSIFIED/OTHER NONACADEMIC			0	14,781
3000	EMPLOYEE BENEFITS			0	7,083
4000	SUPPLIES AND MATERIALS			1,000	0
5000	OPERATING EXPENSES AND SERVICES			1,311	0
8600	STATE REVENUE			0	19,553
				<hr/>	<hr/>
				2,311	41,417

Reason: New Budget
Description: Newb OEC non credit Matric P1

bc10kt32211i		3/22/2011	B007567	<u>Decreases</u>	<u>Increases</u>
2000	CLASSIFIED/OTHER NONACADEMIC			0	1,969
3000	EMPLOYEE BENEFITS			0	107
4000	SUPPLIES AND MATERIALS			0	1,712
8600	STATE REVENUE			0	3,788
				<hr/>	<hr/>
				0	7,576

Reason: New Budget
Description: Newb SAC credit Matriculation

bc10kt32211j		3/22/2011	B007568	<u>Decreases</u>	<u>Increases</u>
2000	CLASSIFIED/OTHER NONACADEMIC			0	15,979
3000	EMPLOYEE BENEFITS			0	1,407
4000	SUPPLIES AND MATERIALS			12,676	0
5000	OPERATING EXPENSES AND SERVICES			0	32,971
6000	CAPITAL OUTLAY			3,694	0
7000	OTHER OUTGO			1,150	0
8600	STATE REVENUE			0	32,837
				<hr/>	<hr/>
				17,520	83,194

Reason: New Budget
Description: Newb SAC credit Matriculation

bc10kt32211k		3/22/2011	B007569	<u>Decreases</u>	<u>Increases</u>
2000	CLASSIFIED/OTHER NONACADEMIC			15,296	0
3000	EMPLOYEE BENEFITS			0	3,117
4000	SUPPLIES AND MATERIALS			2,586	0
5000	OPERATING EXPENSES AND SERVICES			25,911	0
8600	STATE REVENUE			40,676	0
				<hr/>	<hr/>
				84,469	3,117

Reason: New Budget
Description: Newb SAC credit Matriculation

Fund 12: General Fund Restricted

bc10kt32211l		3/22/2011	B007570	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES			429	0
3000	EMPLOYEE BENEFITS			412	0
4000	SUPPLIES AND MATERIALS			2,045	0
5000	OPERATING EXPENSES AND SERVICES			530	0
8600	STATE REVENUE			3,416	0
				<hr/>	<hr/>
				6,832	0

Reason: New Budget
Description: Newb SAC credit Matriculation

bc10kt32211m		3/22/2011	B007571	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES			0	8,139
2000	CLASSIFIED/OTHER NONACADEMIC			1,001	0
3000	EMPLOYEE BENEFITS			6,664	0
4000	SUPPLIES AND MATERIALS			0	236
5000	OPERATING EXPENSES AND SERVICES			74,856	0
8600	STATE REVENUE			74,146	0
				<hr/>	<hr/>
				156,667	8,375

Reason: New Budget
Description: Newb SAC credit Matriculation

bc10kt32211n		3/22/2011	B007572	<u>Decreases</u>	<u>Increases</u>
2000	CLASSIFIED/OTHER NONACADEMIC			3,542	0
3000	EMPLOYEE BENEFITS			0	1,736
4000	SUPPLIES AND MATERIALS			0	262
5000	OPERATING EXPENSES AND SERVICES			0	5
8600	STATE REVENUE			1,539	0
				<hr/>	<hr/>
				5,081	2,003

Reason: New Budget
Description: Newb D.O. credit Matriculation

bc10kt32211o		3/22/2011	B007573	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES			0	55,649
2000	CLASSIFIED/OTHER NONACADEMIC			830	0
3000	EMPLOYEE BENEFITS			0	21,461
4000	SUPPLIES AND MATERIALS			0	223
5000	OPERATING EXPENSES AND SERVICES			56	0
6000	CAPITAL OUTLAY			0	110
8600	STATE REVENUE			0	76,557
				<hr/>	<hr/>
				886	154,000

Reason: New Budget
Description: Newb SAC credit Matriculation

Fund 12: General Fund Restricted

		<u>Decreases</u>	<u>Increases</u>
bc10pn329a	3/29/2011	B007584	
1000	ACADEMIC SALARIES	0	6,275
2000	CLASSIFIED/OTHER NONACADEMIC	0	2,400
3000	EMPLOYEE BENEFITS	0	1,409
5000	OPERATING EXPENSES AND SERVICES	6,545	0
8600	STATE REVENUE	0	3,539
		6,545	13,623

Reason: Special Project Adjustment
Description: SPs SCC BSI P1 augmentation

		<u>Decreases</u>	<u>Increases</u>
bc10pn329b	3/29/2011	B007585	
5000	OPERATING EXPENSES AND SERVICES	0	20,785
8600	STATE REVENUE	0	20,785
		0	41,570

Reason: Special Project Adjustment
Description: SPs CEC BSI P1 augmentation

		<u>Decreases</u>	<u>Increases</u>
bc10pn329c	3/29/2011	B007586	
5000	OPERATING EXPENSES AND SERVICES	0	13,856
8600	STATE REVENUE	0	13,856
		0	27,712

Reason: Special Project Adjustment
Description: SPs SAC BSI P1 augmentation

		<u>Decreases</u>	<u>Increases</u>
bc10pn329f	3/29/2011	B007589	
1000	ACADEMIC SALARIES	0	8,533
2000	CLASSIFIED/OTHER NONACADEMIC	5,806	0
3000	EMPLOYEE BENEFITS	445	0
8100	FEDERAL REVENUE	0	2,282
		6,251	10,815

Reason: Special Project Adjustment
Description: SP#1680 TANF Welfare-Work SAC

		<u>Decreases</u>	<u>Increases</u>
bc10pn329i	3/29/2011	B007592	
1000	ACADEMIC SALARIES	0	7,982
2000	CLASSIFIED/OTHER NONACADEMIC	0	6,000
3000	EMPLOYEE BENEFITS	0	1,210
8600	STATE REVENUE	0	15,192
		0	30,384

Reason: Special Project Adjustment
Description: SP#2061 SCC CalWorks (funded)

Fund 12: General Fund Restricted

bc10pn329k		3/29/2011	B007594	<u>Decreases</u>	<u>Increases</u>
2000	CLASSIFIED/OTHER NONACADEMIC			0	227
3000	EMPLOYEE BENEFITS			1,157	0
4000	SUPPLIES AND MATERIALS			3,345	0
5000	OPERATING EXPENSES AND SERVICES			0	1,725
8600	STATE REVENUE			2,550	0
				7,052	1,952

Reason: Special Project Adjustment
Description: SP#2061 DO CalWORKs funded

bc10pn329m		3/29/2011	B007596	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES			2,995	0
2000	CLASSIFIED/OTHER NONACADEMIC			0	8,404
3000	EMPLOYEE BENEFITS			0	1,878
8600	STATE REVENUE			0	7,287
				2,995	17,569

Reason: Special Project Adjustment
Description: SP#2061 SAC CalWORKs funded

bc10pn330k		3/30/2011	B007607	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES			6,275	0
2000	CLASSIFIED/OTHER NONACADEMIC			2,400	0
3000	EMPLOYEE BENEFITS			1,409	0
5000	OPERATING EXPENSES AND SERVICES			0	6,545
8600	STATE REVENUE			3,539	0
				13,623	6,545

Reason: Special Project Adjustment
Description: Reverse B007584

bc10pn330k		3/30/2011	B007608	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES			20,785	0
8600	STATE REVENUE			20,785	0
				41,570	0

Reason: Special Project Adjustment
Description: Reverse B007585

bc10pn330l		3/30/2011	B007609	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES			13,856	0
8600	STATE REVENUE			13,856	0
				27,712	0

Reason: Special Project Adjustment
Description: Reverse B007586

Board of Trustees
SUMMARY OF BUDGET INCREASES AND DECREASES
3/1/2011 - 3/31/2011

Summary by Major Object for Fund 12

	<u>Decreases</u>	<u>Increases</u>
1000 ACADEMIC SALARIES	0	82,840
2000 CLASSIFIED/OTHER NONACADEMIC	0	503,702
3000 EMPLOYEE BENEFITS	0	111,026
4000 SUPPLIES AND MATERIALS	11,262	0
5000 OPERATING EXPENSES AND SERVICES	0	74,832
6000 CAPITAL OUTLAY	3,584	0
7000 OTHER OUTGO	1,150	0
8100 FEDERAL REVENUE	0	307,191
8600 STATE REVENUE	0	447,233
8800 LOCAL REVENUE	0	1,980
	<hr/>	<hr/>
	15,996	1,528,804

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

From 3 / 1 / 2011 To 3 / 31 / 2011
Board Meeting on 4 / 25 / 2011

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	\$6,152	
2000	CLASSIFIED / OTHER NONACADEMIC	895	
3000	EMPLOYEE BENEFITS	1,330	
7000	OTHER OUTGO	9,842	
	Total appropriation	\$18,219	
	<u>Revenue Account</u>		
8600	STATE REVENUE	\$18,219	
	Total revenue	\$18,219	

RECOMMENDATION

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

Fund 33: Child Development Fund

bc10pn329g	3/29/2011	B007590	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES		6,152	0
2000	CLASSIFIED/OTHER NONACADEMIC		895	0
3000	EMPLOYEE BENEFITS		1,330	0
7000	OTHER OUTGO		9,842	0
8600	STATE REVENUE		18,219	0
			<hr/> 36,438	<hr/> 0
Reason: Special Project Adjustment				
Description: SP#2060 DO CalWorks Child Care				

Summary by Major Object for Fund 33

		<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES	6,152	0
2000	CLASSIFIED/OTHER NONACADEMIC	895	0
3000	EMPLOYEE BENEFITS	1,330	0
7000	OTHER OUTGO	9,842	0
8600	STATE REVENUE	18,219	0
		<hr/> 36,438	<hr/> 0

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

**From 3 / 1 / 2011 To 3 / 31 / 2011
Board Meeting on 4 / 25 / 2011**

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>		
7000	OTHER OUTGO		\$4,337,409
7900	CONTINGENCY OR RESERVE	\$87	
	Total appropriation	\$87	\$4,337,409
	<u>Revenue Account</u>		
8100	FEDERAL REVENUE		\$4,337,322
	Total revenue		\$4,337,322

RECOMMENDATION

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

Fund 74: Student Financial Aid Fund

bc10kt32111d	3/21/2011	B007558	<u>Decreases</u>	<u>Increases</u>
7000	OTHER OUTGO		0	4,337,409
7900	CONTINGENCY OR RESERVE		87	0
8100	FEDERAL REVENUE		0	4,337,322
			<hr/>	<hr/>
			87	8,674,731

Reason: Special Project Adjustment
Description: Incr budg 4 Direct Loan, PELL

Summary by Major Object for Fund 74

		<u>Decreases</u>	<u>Increases</u>
7000	OTHER OUTGO	0	4,337,409
7900	CONTINGENCY OR RESERVE	87	0
8100	FEDERAL REVENUE	0	4,337,322
		<hr/>	<hr/>
		87	8,674,731

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 3 / 1 / 2011 To 3 / 31 / 2011

Board Meeting on 4 / 25 / 2011

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 Account</u>		
1000	ACADEMIC SALARIES		\$8,356
2000	CLASSIFIED / OTHER NONACADEMIC	\$6,785	
3000	EMPLOYEE BENEFITS	6,954	
4000	SUPPLIES AND MATERIALS		88,403
5000	OPERATING EXPENSES AND SERVICES	23,186	
6000	CAPITAL OUTLAY	56,334	
7900	CONTINGENCY OR RESERVE	3,500	
	Total Transfer	\$96,759	\$96,759

RECOMMENDATION

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

Board of Trustees
SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS
3/1/2011 - 3/31/2011

Fund 11:

		3/2/2011	B007396	<u>From</u>	<u>To</u>
bc10kt3211a					
4000	SUPPLIES AND MATERIALS			1,122	0
5000	OPERATING EXPENSES AND SERVICES			6,646	0
6000	CAPITAL OUTLAY			0	7,768
				<hr/>	<hr/>
				7,768	7,768

Reason: Adjustment
Description: Pay supplies, comp, and tables

		3/2/2011	B007402	<u>From</u>	<u>To</u>
bc10pn302f					
4000	SUPPLIES AND MATERIALS			0	18,500
5000	OPERATING EXPENSES AND SERVICES			12,500	0
6000	CAPITAL OUTLAY			6,000	0
				<hr/>	<hr/>
				18,500	18,500

Reason: Adjustment
Description: SAC maint/grounds/transport

		3/2/2011	B007403	<u>From</u>	<u>To</u>
bc10pn302g					
4000	SUPPLIES AND MATERIALS			0	19,121
6000	CAPITAL OUTLAY			19,121	0
				<hr/>	<hr/>
				19,121	19,121

Reason: Special Project Adjustment
Description: SAC mandated cost equip/suppl

		3/2/2011	B007404	<u>From</u>	<u>To</u>
bc10pn302h					
5000	OPERATING EXPENSES AND SERVICES			0	5,000
6000	CAPITAL OUTLAY			5,000	0
				<hr/>	<hr/>
				5,000	5,000

Reason: Adjustment
Description: Delta College Video Surv proj

		3/3/2011	B007406	<u>From</u>	<u>To</u>
bc10pn303a					
5000	OPERATING EXPENSES AND SERVICES			0	5,156
6000	CAPITAL OUTLAY			1,656	0
7900	CONTINGENCY OR RESERVE			3,500	0
				<hr/>	<hr/>
				5,156	5,156

Reason: Adjustment
Description: SCC E Bldg lobby new blinds

		3/3/2011	B007413	<u>From</u>	<u>To</u>
bc10pn303e					
4000	SUPPLIES AND MATERIALS			0	11,812
5000	OPERATING EXPENSES AND SERVICES			0	600
6000	CAPITAL OUTLAY			12,412	0
				<hr/>	<hr/>
				12,412	12,412

Reason: Special Project Adjustment
Description: SAC mandated instr suppl/equip

Fund 11: General Fund Unrestricted

		3/3/2011	B007422	<u>From</u>	<u>To</u>
bc10pn303r					
1000	ACADEMIC SALARIES			300	0
5000	OPERATING EXPENSES AND SERVICES			0	300
				<hr/>	<hr/>
				300	300

Reason: Adjustment
Description: SCC add'l Gov permit/fees

		3/4/2011	B007425	<u>From</u>	<u>To</u>
bc10pn304b					
4000	SUPPLIES AND MATERIALS			0	2,029
6000	CAPITAL OUTLAY			2,029	0
				<hr/>	<hr/>
				2,029	2,029

Reason: Special Project Adjustment
Description: SAC commencement stage

		3/4/2011	B007426	<u>From</u>	<u>To</u>
bc10pn304c					
4000	SUPPLIES AND MATERIALS			328	0
5000	OPERATING EXPENSES AND SERVICES			0	328
				<hr/>	<hr/>
				328	328

Reason: Adjustment
Description: HR ACCA annual conference exps

		3/7/2011	B007436	<u>From</u>	<u>To</u>
bc10pn307f					
4000	SUPPLIES AND MATERIALS			1,961	0
5000	OPERATING EXPENSES AND SERVICES			379	0
6000	CAPITAL OUTLAY			0	2,340
				<hr/>	<hr/>
				2,340	2,340

Reason: Adjustment
Description: SAC Bus chairs/MAS90 install

		3/7/2011	B007439	<u>From</u>	<u>To</u>
bc10pn307i					
4000	SUPPLIES AND MATERIALS			0	2,900
6000	CAPITAL OUTLAY			2,900	0
				<hr/>	<hr/>
				2,900	2,900

Reason: Special Project Adjustment
Description: SAC M&O equipment

		3/7/2011	B007443	<u>From</u>	<u>To</u>
bc10pn307m					
4000	SUPPLIES AND MATERIALS			0	1,650
5000	OPERATING EXPENSES AND SERVICES			8,850	0
6000	CAPITAL OUTLAY			0	7,200
				<hr/>	<hr/>
				8,850	8,850

Reason: Adjustment
Description: Graphic Comm new PCs/updates

Fund 11: General Fund Unrestricted

bc10pn309a	3/9/2011	B007445	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		65	0
5000	OPERATING EXPENSES AND SERVICES		0	65
			<hr/>	<hr/>
			65	65
Reason:	Adjustment			
Description:	SAC Hum/Tech SCR TTC mbrshp			
bc10pn309j	3/9/2011	B007454	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		0	400
6000	CAPITAL OUTLAY		400	0
			<hr/>	<hr/>
			400	400
Reason:	Special Project Adjustment			
Description:	SAC printer cartridge/scanner			
bc10pn309i	3/9/2011	B007456	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES		4,000	0
5000	OPERATING EXPENSES AND SERVICES		0	4,000
			<hr/>	<hr/>
			4,000	4,000
Reason:	Adjustment			
Description:	SCC Sci DI tanks lease/maint			
bc10pn309m	3/9/2011	B007457	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		0	500
6000	CAPITAL OUTLAY		500	0
			<hr/>	<hr/>
			500	500
Reason:	Special Project Adjustment			
Description:	SAC Acad Affrs non-instr suppl			
bc10pn309r	3/9/2011	B007461	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		0	3,000
6000	CAPITAL OUTLAY		3,000	0
			<hr/>	<hr/>
			3,000	3,000
Reason:	Special Project Adjustment			
Description:	SAC Stu Svcs office equipment			
bc10pn309u	3/9/2011	B007464	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		0	600
5000	OPERATING EXPENSES AND SERVICES		600	0
			<hr/>	<hr/>
			600	600
Reason:	Adjustment			
Description:	Ed Svcs copies/office supplies			
bc10pn309y	3/9/2011	B007468	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		0	1,050
5000	OPERATING EXPENSES AND SERVICES		1,050	0
			<hr/>	<hr/>
			1,050	1,050
Reason:	Adjustment			
Description:	OEC Bus Skills camera repair			

Fund 11: General Fund Unrestricted

		3/10/2011	B007479	<u>From</u>	<u>To</u>
bc10pn310a					
4000	SUPPLIES AND MATERIALS			2,960	0
6000	CAPITAL OUTLAY			0	2,960
				2,960	2,960

Reason: Adjustment
Description: SAC Auto Tech KIA softwr tool

		3/10/2011	B007491	<u>From</u>	<u>To</u>
bc10pn310m					
4000	SUPPLIES AND MATERIALS			0	2,340
6000	CAPITAL OUTLAY			2,340	0
				2,340	2,340

Reason: Adjustment
Description: SAC mandated cost items

		3/15/2011	B007506	<u>From</u>	<u>To</u>
bc10pn315a					
2000	CLASSIFIED/OTHER NONACADEMIC			3,000	0
4000	SUPPLIES AND MATERIALS			0	36,834
5000	OPERATING EXPENSES AND SERVICES			14,000	0
6000	CAPITAL OUTLAY			19,834	0
				36,834	36,834

Reason: Special Project Adjustment
Description: SAC U Bldg new table/chairs

		3/15/2011	B007507	<u>From</u>	<u>To</u>
bc10pn315c					
4000	SUPPLIES AND MATERIALS			1,750	0
5000	OPERATING EXPENSES AND SERVICES			0	1,750
				1,750	1,750

Reason: Adjustment
Description: SCC ITS WinServ licenses

		3/15/2011	B007509	<u>From</u>	<u>To</u>
bc10pn315e					
1000	ACADEMIC SALARIES			0	12,984
2000	CLASSIFIED/OTHER NONACADEMIC			12,984	0
				12,984	12,984

Reason: Adjustment
Description: SAC SCE neg bal/expenditures

		3/15/2011	B007510	<u>From</u>	<u>To</u>
bc10pn315b					
4000	SUPPLIES AND MATERIALS			0	1,410
6000	CAPITAL OUTLAY			1,410	0
				1,410	1,410

Reason: Special Project Adjustment
Description: SAC Dist Ed iPad2 mandated

Fund 11: General Fund Unrestricted

bc10pn316a	3/16/2011	B007513	From	To
2000	CLASSIFIED/OTHER NONACADEMIC		0	18,776
3000	EMPLOYEE BENEFITS		18,776	0
			<hr/>	<hr/>
			18,776	18,776
Reason:	Special Project Adjustment			
Description:	Fed Work Study salary accts			
bc10pn316b	3/16/2011	B007514	From	To
2000	CLASSIFIED/OTHER NONACADEMIC		0	3,339
3000	EMPLOYEE BENEFITS		3,339	0
			<hr/>	<hr/>
			3,339	3,339
Reason:	Special Project Adjustment			
Description:	Fed Work Study salary accts			
bc10kt31811b	3/18/2011	B007541	From	To
4000	SUPPLIES AND MATERIALS		0	500
5000	OPERATING EXPENSES AND SERVICES		500	0
			<hr/>	<hr/>
			500	500
Reason:	Adjustment			
Description:	Pay district signage			
bc10kt32111a	3/21/2011	B007555	From	To
4000	SUPPLIES AND MATERIALS		40	0
5000	OPERATING EXPENSES AND SERVICES		0	40
			<hr/>	<hr/>
			40	40
Reason:	Adjustment			
Description:	Cover overage taxes			
bc10kt32211c	3/22/2011	B007561	From	To
4000	SUPPLIES AND MATERIALS		106	0
5000	OPERATING EXPENSES AND SERVICES		0	106
			<hr/>	<hr/>
			106	106
Reason:	Adjustment			
Description:	Pay parking fees, mileage			
bc10kt32211e	3/22/2011	B007563	From	To
1000	ACADEMIC SALARIES		0	19,700
2000	CLASSIFIED/OTHER NONACADEMIC		19,700	0
			<hr/>	<hr/>
			19,700	19,700
Reason:	Adjustment			
Description:	Fund acct expenses 4 end of yr			

Fund 11: General Fund Unrestricted

		<u>From</u>	<u>To</u>
bc10kt32211q	3/22/2011	B007575	
1000	ACADEMIC SALARIES	20,000	0
4000	SUPPLIES AND MATERIALS	5,936	0
5000	OPERATING EXPENSES AND SERVICES	0	25,936
		25,936	25,936

Reason: Adjustment
Description: Fd repair/rental temp. fencing

		<u>From</u>	<u>To</u>
bc10pn328a	3/28/2011	B007576	
4000	SUPPLIES AND MATERIALS	0	25
5000	OPERATING EXPENSES AND SERVICES	25	0
		25	25

Reason: Adjustment
Description: OEC BSI camera repair shipping

		<u>From</u>	<u>To</u>
bc10pn329d	3/29/2011	B007587	
2000	CLASSIFIED/OTHER NONACADEMIC	0	6,784
3000	EMPLOYEE BENEFITS	0	15,133
5000	OPERATING EXPENSES AND SERVICES	21,917	0
		21,917	21,917

Reason: Adjustment
Description: Match SP budget to 11-12

		<u>From</u>	<u>To</u>
bc10pn330d	3/30/2011	B007600	
1000	ACADEMIC SALARIES	28	0
3000	EMPLOYEE BENEFITS	0	28
		28	28

Reason: Adjustment
Description: SAC SCE personnel expenses

Summary by Major Object for Fund 11

		<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES	0	8,356
2000	CLASSIFIED/OTHER NONACADEMIC	6,785	0
3000	EMPLOYEE BENEFITS	6,954	0
4000	SUPPLIES AND MATERIALS	0	88,403
5000	OPERATING EXPENSES AND SERVICES	23,186	0
6000	CAPITAL OUTLAY	56,334	0
7900	CONTINGENCY OR RESERVE	3,500	0
		96,759	96,759

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

**From 3 / 1 / 2011 To 3 / 31 / 2011
Board Meeting on 4 / 25 / 2011**

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 Account</u>		
1000	ACADEMIC SALARIES		\$18,026
2000	CLASSIFIED / OTHER NONACADEMIC	\$34,122	
3000	EMPLOYEE BENEFITS	16,899	
4000	SUPPLIES AND MATERIALS		74,145
5000	OPERATING EXPENSES AND SERVICES	130,957	
6000	CAPITAL OUTLAY		100,007
7000	OTHER OUTGO	10,200	
	Total Transfer	\$192,178	\$192,178

RECOMMENDATION

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

Fund 12: General Fund Restricted

		3/2/2011	B007397	<u>From</u>	<u>To</u>
bc10pn302a					
4000	SUPPLIES AND MATERIALS			0	538
5000	OPERATING EXPENSES AND SERVICES			0	725
6000	CAPITAL OUTLAY			1,263	0
				<hr/>	<hr/>
				1,263	1,263

Reason: Special Project Adjustment
Description: SAC VTEA Weld Tech new shear

		3/2/2011	B007398	<u>From</u>	<u>To</u>
bc10pn302b					
1000	ACADEMIC SALARIES			0	24
3000	EMPLOYEE BENEFITS			0	20
5000	OPERATING EXPENSES AND SERVICES			102	0
6000	CAPITAL OUTLAY			0	58
				<hr/>	<hr/>
				102	102

Reason: Special Project Adjustment
Description: SAC VTEA svcs/F&P Arts photo

		3/2/2011	B007399	<u>From</u>	<u>To</u>
bc10pn302c					
1000	ACADEMIC SALARIES			0	4,000
4000	SUPPLIES AND MATERIALS			1,000	0
7000	OTHER OUTGO			3,000	0
				<hr/>	<hr/>
				4,000	4,000

Reason: Special Project Adjustment
Description: SAC NSF:TEST UP Bio Study Ctr

		3/2/2011	B007401	<u>From</u>	<u>To</u>
bc10pn302e					
4000	SUPPLIES AND MATERIALS			0	500
5000	OPERATING EXPENSES AND SERVICES			0	9,950
6000	CAPITAL OUTLAY			10,450	0
				<hr/>	<hr/>
				10,450	10,450

Reason: Special Project Adjustment
Description: SAC Bus Div softwr/instr suppl

		3/2/2011	B007405	<u>From</u>	<u>To</u>
bc10pn302i					
1000	ACADEMIC SALARIES			0	445
3000	EMPLOYEE BENEFITS			1,561	0
5000	OPERATING EXPENSES AND SERVICES			0	1,116
				<hr/>	<hr/>
				1,561	1,561

Reason: Special Project Adjustment
Description: YESS salary/benefits/conf

		3/3/2011	B007411	<u>From</u>	<u>To</u>
bc10pn303c					
4000	SUPPLIES AND MATERIALS			94	0
6000	CAPITAL OUTLAY			0	94
				<hr/>	<hr/>
				94	94

Reason: Special Project Adjustment
Description: SCC Fin Aid end of yr exps

Fund 12: General Fund Restricted

		3/3/2011	B007412	<u>From</u>	<u>To</u>
bc10pn303d					
5000	OPERATING EXPENSES AND SERVICES			14,000	0
6000	CAPITAL OUTLAY			0	14,000
				<hr/>	<hr/>
				14,000	14,000

Reason: Special Project Adjustment
Description: SAC SCE CASAS Dell PCs

		3/3/2011	B007414	<u>From</u>	<u>To</u>
bc10pn303f					
5000	OPERATING EXPENSES AND SERVICES			2,957	0
6000	CAPITAL OUTLAY			0	2,957
				<hr/>	<hr/>
				2,957	2,957

Reason: Special Project Adjustment
Description: SAC F&P Arts equip >\$1000

		3/3/2011	B007416	<u>From</u>	<u>To</u>
bc10pn303i					
1000	ACADEMIC SALARIES			0	29,087
2000	CLASSIFIED/OTHER NONACADEMIC			7,824	0
3000	EMPLOYEE BENEFITS			21,157	0
4000	SUPPLIES AND MATERIALS			123	0
5000	OPERATING EXPENSES AND SERVICES			0	17
				<hr/>	<hr/>
				29,104	29,104

Reason: Special Project Adjustment
Description: SP#1580 SAC Voc Rehab realloc

		3/3/2011	B007419	<u>From</u>	<u>To</u>
bc10pn303n					
2000	CLASSIFIED/OTHER NONACADEMIC			0	6,030
3000	EMPLOYEE BENEFITS			0	414
6000	CAPITAL OUTLAY			6,444	0
				<hr/>	<hr/>
				6,444	6,444

Reason: Special Project Adjustment
Description: SAC Counseling temp help

		3/3/2011	B007420	<u>From</u>	<u>To</u>
bc10pn303p					
1000	ACADEMIC SALARIES			800	0
5000	OPERATING EXPENSES AND SERVICES			0	800
				<hr/>	<hr/>
				800	800

Reason: Special Project Adjustment
Description: SAC Counsel brochures/conf/PT

		3/3/2011	B007421	<u>From</u>	<u>To</u>
bc10pn303q					
4000	SUPPLIES AND MATERIALS			0	700
6000	CAPITAL OUTLAY			700	0
				<hr/>	<hr/>
				700	700

Reason: Special Project Adjustment
Description: SCC Fin Aid end of year exps

Fund 12: General Fund Restricted

		3/4/2011	B007424	<u>From</u>	<u>To</u>
bc10pn304a					
4000	SUPPLIES AND MATERIALS			0	75
5000	OPERATING EXPENSES AND SERVICES			75	0
				<hr/>	<hr/>
				75	75

Reason: Special Project Adjustment
Description: SAC Welding/Dist Ed transfers

		3/4/2011	B007428	<u>From</u>	<u>To</u>
bc10pn304e					
1000	ACADEMIC SALARIES			224	0
3000	EMPLOYEE BENEFITS			0	224
				<hr/>	<hr/>
				224	224

Reason: Special Project Adjustment
Description: SCC VTEA reassigned time

		3/4/2011	B007429	<u>From</u>	<u>To</u>
bc10pn304f					
1000	ACADEMIC SALARIES			1,687	0
2000	CLASSIFIED/OTHER NONACADEMIC			0	2,840
3000	EMPLOYEE BENEFITS			1,153	0
				<hr/>	<hr/>
				2,840	2,840

Reason: Special Project Adjustment
Description: SCC VTEA reassign time/salary

		3/4/2011	B007430	<u>From</u>	<u>To</u>
bc10pn304g					
1000	ACADEMIC SALARIES			0	4,100
2000	CLASSIFIED/OTHER NONACADEMIC			1,680	0
3000	EMPLOYEE BENEFITS			0	580
5000	OPERATING EXPENSES AND SERVICES			3,000	0
				<hr/>	<hr/>
				4,680	4,680

Reason: Special Project Adjustment
Description: SCC VTEA counselor sal/ben

		3/7/2011	B007431	<u>From</u>	<u>To</u>
bc10pn307a					
1000	ACADEMIC SALARIES			0	3,353
2000	CLASSIFIED/OTHER NONACADEMIC			820	0
3000	EMPLOYEE BENEFITS			0	173
4000	SUPPLIES AND MATERIALS			1,541	0
6000	CAPITAL OUTLAY			1,165	0
				<hr/>	<hr/>
				3,526	3,526

Reason: Special Project Adjustment
Description: SCC VTEA Public Works/Comp

		3/7/2011	B007433	<u>From</u>	<u>To</u>
bc10pn307c					
1000	ACADEMIC SALARIES			350	0
4000	SUPPLIES AND MATERIALS			0	350
				<hr/>	<hr/>
				350	350

Reason: Special Project Adjustment
Description: SAC Nursing VTEA supplies

Fund 12: General Fund Restricted

		3/7/2011	B007435	<u>From</u>	<u>To</u>
bc10pn307e					
4000	SUPPLIES AND MATERIALS			40	0
5000	OPERATING EXPENSES AND SERVICES			0	40
				<hr style="width: 100px; margin-left: auto; margin-right: 0;"/> 40	<hr style="width: 100px; margin-left: auto; margin-right: 0;"/> 40

Reason: Special Project Adjustment
Description: SAC GEAR UP IV yr1 Xerox usage

		3/7/2011	B007436	<u>From</u>	<u>To</u>
bc10pn307f					
4000	SUPPLIES AND MATERIALS			0	4,450
5000	OPERATING EXPENSES AND SERVICES			4,450	0
				<hr style="width: 100px; margin-left: auto; margin-right: 0;"/> 4,450	<hr style="width: 100px; margin-left: auto; margin-right: 0;"/> 4,450

Reason: Adjustment
Description: SAC Bus chairs/MAS90 install

		3/7/2011	B007437	<u>From</u>	<u>To</u>
bc10pn307g					
5000	OPERATING EXPENSES AND SERVICES			0	15,550
6000	CAPITAL OUTLAY			15,550	0
				<hr style="width: 100px; margin-left: auto; margin-right: 0;"/> 15,550	<hr style="width: 100px; margin-left: auto; margin-right: 0;"/> 15,550

Reason: Special Project Adjustment
Description: SAC TV/video F&P Arts exps

		3/7/2011	B007438	<u>From</u>	<u>To</u>
bc10pn307h					
1000	ACADEMIC SALARIES			1,124	0
2000	CLASSIFIED/OTHER NONACADEMIC			0	1,197
3000	EMPLOYEE BENEFITS			73	0
4000	SUPPLIES AND MATERIALS			761	0
6000	CAPITAL OUTLAY			0	761
				<hr style="width: 100px; margin-left: auto; margin-right: 0;"/> 1,958	<hr style="width: 100px; margin-left: auto; margin-right: 0;"/> 1,958

Reason: Special Project Adjustment
Description: SAC Bus neg bal/stu asst sal

		3/7/2011	B007440	<u>From</u>	<u>To</u>
bc10pn307j					
4000	SUPPLIES AND MATERIALS			50	0
5000	OPERATING EXPENSES AND SERVICES			0	50
				<hr style="width: 100px; margin-left: auto; margin-right: 0;"/> 50	<hr style="width: 100px; margin-left: auto; margin-right: 0;"/> 50

Reason: Special Project Adjustment
Description: SAC Stu Affrs/GEAR UP delivery

		3/7/2011	B007441	<u>From</u>	<u>To</u>
bc10pn307k					
5000	OPERATING EXPENSES AND SERVICES			0	6,230
6000	CAPITAL OUTLAY			6,230	0
				<hr style="width: 100px; margin-left: auto; margin-right: 0;"/> 6,230	<hr style="width: 100px; margin-left: auto; margin-right: 0;"/> 6,230

Reason: Special Project Adjustment
Description: SAC VTEA software/move equip

Fund 12: General Fund Restricted

bc10pn307i	3/7/2011	B007442	From	To
4000	SUPPLIES AND MATERIALS		0	875
6000	CAPITAL OUTLAY		875	0
			<hr/>	<hr/>
			875	875
Reason:	Special Project Adjustment			
Description:	SAC MNFG stu instr supplies			
bc10pn309b	3/9/2011	B007446	From	To
2000	CLASSIFIED/OTHER NONACADEMIC		368	0
3000	EMPLOYEE BENEFITS		0	368
			<hr/>	<hr/>
			368	368
Reason:	Special Project Adjustment			
Description:	SAC SCE personnel expenses			
bc10pn309c	3/9/2011	B007447	From	To
2000	CLASSIFIED/OTHER NONACADEMIC		14,700	0
4000	SUPPLIES AND MATERIALS		0	14,700
			<hr/>	<hr/>
			14,700	14,700
Reason:	Special Project Adjustment			
Description:	OEC WIA program textbooks			
bc10pn309d	3/9/2011	B007448	From	To
1000	ACADEMIC SALARIES		5,000	0
4000	SUPPLIES AND MATERIALS		0	13,200
5000	OPERATING EXPENSES AND SERVICES		4,000	0
7000	OTHER OUTGO		4,200	0
			<hr/>	<hr/>
			13,200	13,200
Reason:	Special Project Adjustment			
Description:	SAC Nurs suppl/data rpt subscr			
bc10pn309e	3/9/2011	B007449	From	To
4000	SUPPLIES AND MATERIALS		100	0
6000	CAPITAL OUTLAY		0	100
			<hr/>	<hr/>
			100	100
Reason:	Special Project Adjustment			
Description:	SAC Engineer uncommitted funds			
bc10pn309i	3/9/2011	B007453	From	To
4000	SUPPLIES AND MATERIALS		75	0
6000	CAPITAL OUTLAY		0	75
			<hr/>	<hr/>
			75	75
Reason:	Special Project Adjustment			
Description:	SAC CIS uncommitted funds			

Fund 12: General Fund Restricted

bc10pn309k	3/9/2011	B007455	From	To
1000	ACADEMIC SALARIES		0	83
3000	EMPLOYEE BENEFITS		83	0
			<hr/>	<hr/>
			83	83
Reason:	Special Project Adjustment			
Description:	SP#1897 salary/benefits			
bc10pn309n	3/9/2011	B007458	From	To
4000	SUPPLIES AND MATERIALS		500	0
5000	OPERATING EXPENSES AND SERVICES		0	500
			<hr/>	<hr/>
			500	500
Reason:	Special Project Adjustment			
Description:	SAC SCE conference expenses			
bc10pn309p	3/9/2011	B007459	From	To
2000	CLASSIFIED/OTHER NONACADEMIC		2,950	0
6000	CAPITAL OUTLAY		0	2,950
			<hr/>	<hr/>
			2,950	2,950
Reason:	Special Project Adjustment			
Description:	Res Dev bldg improvements			
bc10pn309q	3/9/2011	B007460	From	To
4000	SUPPLIES AND MATERIALS		953	0
6000	CAPITAL OUTLAY		0	953
			<hr/>	<hr/>
			953	953
Reason:	Special Project Adjustment			
Description:	SAC Adv Comm/class smart tab			
bc10pn309s	3/9/2011	B007462	From	To
4000	SUPPLIES AND MATERIALS		0	1,651
6000	CAPITAL OUTLAY		1,651	0
			<hr/>	<hr/>
			1,651	1,651
Reason:	Special Project Adjustment			
Description:	SAC Hum/Soc Sci instr supplies			
bc10pn309t	3/9/2011	B007463	From	To
4000	SUPPLIES AND MATERIALS		1,400	0
6000	CAPITAL OUTLAY		0	1,400
			<hr/>	<hr/>
			1,400	1,400
Reason:	Special Project Adjustment			
Description:	SP#2262 new PC			

Fund 12: General Fund Restricted

		3/9/2011	B007465	<u>From</u>	<u>To</u>
bc10pn309v					
1000	ACADEMIC SALARIES			410	0
2000	CLASSIFIED/OTHER NONACADEMIC			0	1,795
5000	OPERATING EXPENSES AND SERVICES			1,254	0
6000	CAPITAL OUTLAY			131	0
				<hr/>	<hr/>
				1,795	1,795

Reason: Special Project Adjustment
Description: Title III yr5 negative balance

		3/9/2011	B007466	<u>From</u>	<u>To</u>
bc10pn309w					
4000	SUPPLIES AND MATERIALS			336	0
5000	OPERATING EXPENSES AND SERVICES			0	336
				<hr/>	<hr/>
				336	336

Reason: Special Project Adjustment
Description: SAC MESA stu/staff conf/travel

		3/9/2011	B007469	<u>From</u>	<u>To</u>
bc10pn309z					
2000	CLASSIFIED/OTHER NONACADEMIC			740	0
5000	OPERATING EXPENSES AND SERVICES			0	740
				<hr/>	<hr/>
				740	740

Reason: Special Project Adjustment
Description: SAC Sci Math JPL field trip

		3/9/2011	B007470	<u>From</u>	<u>To</u>
bc10pn309aa					
1000	ACADEMIC SALARIES			0	3,000
7000	OTHER OUTGO			3,000	0
				<hr/>	<hr/>
				3,000	3,000

Reason: Special Project Adjustment
Description: Corrected SAC NSF:TEST UP

		3/9/2011	B007471	<u>From</u>	<u>To</u>
bc10pn309bb					
4000	SUPPLIES AND MATERIALS			0	605
5000	OPERATING EXPENSES AND SERVICES			459	0
6000	CAPITAL OUTLAY			146	0
				<hr/>	<hr/>
				605	605

Reason: Special Project Adjustment
Description: SCC Fin Aid end of year exps

		3/9/2011	B007472	<u>From</u>	<u>To</u>
bc10pn309cc					
4000	SUPPLIES AND MATERIALS			0	3,000
5000	OPERATING EXPENSES AND SERVICES			0	1,500
6000	CAPITAL OUTLAY			4,500	0
				<hr/>	<hr/>
				4,500	4,500

Reason: Special Project Adjustment
Description: SAC Bus Div VTEA exp

Fund 12: General Fund Restricted

		3/9/2011	B007473	<u>From</u>	<u>To</u>
bc10pn309dd					
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: SAC EOPS outreach promo items

		3/9/2011	B007476	<u>From</u>	<u>To</u>
bc10pn309gg					
4000	SUPPLIES AND MATERIALS			0	694
5000	OPERATING EXPENSES AND SERVICES			694	0
				<hr/>	<hr/>
				694	694

Reason: Special Project Adjustment
Description: SP#1897 VTEA non-instr suppl

		3/9/2011	B007477	<u>From</u>	<u>To</u>
bc10pn309hh					
4000	SUPPLIES AND MATERIALS			1,999	0
5000	OPERATING EXPENSES AND SERVICES			808	0
6000	CAPITAL OUTLAY			0	2,807
				<hr/>	<hr/>
				2,807	2,807

Reason: Special Project Adjustment
Description: SAC BATS uncommitted funds

		3/9/2011	B007478	<u>From</u>	<u>To</u>
bc10pn309ii					
4000	SUPPLIES AND MATERIALS			1,252	0
5000	OPERATING EXPENSES AND SERVICES			20,777	0
6000	CAPITAL OUTLAY			0	22,029
				<hr/>	<hr/>
				22,029	22,029

Reason: Special Project Adjustment
Description: SAC VTEA uncommitted to equip

		3/10/2011	B007481	<u>From</u>	<u>To</u>
bc10pn310c					
4000	SUPPLIES AND MATERIALS			0	4,450
5000	OPERATING EXPENSES AND SERVICES			2,700	0
6000	CAPITAL OUTLAY			1,750	0
				<hr/>	<hr/>
				4,450	4,450

Reason: Special Project Adjustment
Description: SAC VTEA books/instr supp/exp

		3/10/2011	B007483	<u>From</u>	<u>To</u>
bc10pn310e					
4000	SUPPLIES AND MATERIALS			0	49
5000	OPERATING EXPENSES AND SERVICES			15	0
6000	CAPITAL OUTLAY			34	0
				<hr/>	<hr/>
				49	49

Reason: Special Project Adjustment
Description: SAC VTEA Adv Comm mtgs food

Fund 12: General Fund Restricted

bc10pn310h	3/10/2011	B007486	<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		1,400	0
6000	CAPITAL OUTLAY		0	1,400
			<hr/>	<hr/>
			1,400	1,400
Reason:	Special Project Adjustment			
Description:	SAC VTEA professional develop			
bc10pn310i	3/10/2011	B007487	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC		0	2,387
3000	EMPLOYEE BENEFITS		0	163
6000	CAPITAL OUTLAY		2,550	0
			<hr/>	<hr/>
			2,550	2,550
Reason:	Special Project Adjustment			
Description:	SAC Counsel temp help			
bc10pn310j	3/10/2011	B007488	<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		1,000	0
6000	CAPITAL OUTLAY		0	1,000
			<hr/>	<hr/>
			1,000	1,000
Reason:	Special Project Adjustment			
Description:	Job Tech Grm Econo Trng equip			
bc10pn310k	3/10/2011	B007489	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		0	992
5000	OPERATING EXPENSES AND SERVICES		992	0
			<hr/>	<hr/>
			992	992
Reason:	Special Project Adjustment			
Description:	Econ Dev CITD food purchases			
bc10pn310p	3/10/2011	B007493	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		0	112
5000	OPERATING EXPENSES AND SERVICES		112	0
			<hr/>	<hr/>
			112	112
Reason:	Special Project Adjustment			
Description:	VTEA requisition/exps add'l			
bc10kt31111a	3/11/2011	B007496	<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		13,000	0
6000	CAPITAL OUTLAY		0	13,000
			<hr/>	<hr/>
			13,000	13,000
Reason:	Special Project Adjustment			
Description:	Pay for hard drives			

Fund 12: General Fund Restricted

		3/11/2011	B007497	<u>From</u>	<u>To</u>
bc10kt31111b					
2000	CLASSIFIED/OTHER NONACADEMIC			2,387	0
3000	EMPLOYEE BENEFITS			163	0
6000	CAPITAL OUTLAY			0	2,550
				2,550	2,550

Reason: Special Project Adjustment
Description: Reverse B007487 SAC CR Matricu

		3/14/2011	B007501	<u>From</u>	<u>To</u>
bc10pn314d					
4000	SUPPLIES AND MATERIALS			0	4,500
5000	OPERATING EXPENSES AND SERVICES			21,715	0
6000	CAPITAL OUTLAY			0	17,215
				21,715	21,715

Reason: Special Project Adjustment
Description: SAC classroom mediation

		3/14/2011	B007502	<u>From</u>	<u>To</u>
bc10pn314e					
1000	ACADEMIC SALARIES			9,348	0
4000	SUPPLIES AND MATERIALS			0	9,348
				9,348	9,348

Reason: Special Project Adjustment
Description: SAC SCE high school books

		3/14/2011	B007503	<u>From</u>	<u>To</u>
bc10pri314f					
4000	SUPPLIES AND MATERIALS			6,115	0
6000	CAPITAL OUTLAY			0	6,115
				6,115	6,115

Reason: Special Project Adjustment
Description: SCC Counsel/Matric new PCs

		3/14/2011	B007504	<u>From</u>	<u>To</u>
bc10pn314g					
4000	SUPPLIES AND MATERIALS			0	3,000
5000	OPERATING EXPENSES AND SERVICES			3,000	0
				3,000	3,000

Reason: Special Project Adjustment
Description: Tech Prep Engr instr supplies

		3/15/2011	B007508	<u>From</u>	<u>To</u>
bc10pn315d					
2000	CLASSIFIED/OTHER NONACADEMIC			6,091	0
5000	OPERATING EXPENSES AND SERVICES			0	6,091
				6,091	6,091

Reason: Special Project Adjustment
Description: SCC DSPS sign lang interpretrs

Fund 12: General Fund Restricted

bc10pn315g	3/15/2011	B007512	From	To
1000	ACADEMIC SALARIES		83	0
3000	EMPLOYEE BENEFITS		0	83
			<hr/>	<hr/>
			83	83
Reason:	Special Project Adjustment			
Description:	Correct B007455 input error			
bc10pn316e	3/16/2011	B007517	From	To
4000	SUPPLIES AND MATERIALS		0	21
5000	OPERATING EXPENSES AND SERVICES		21	0
			<hr/>	<hr/>
			21	21
Reason:	Special Project Adjustment			
Description:	Pharm Tech ARRA indirect costs			
bc10pn316i	3/16/2011	B007521	From	To
4000	SUPPLIES AND MATERIALS		1,600	0
6000	CAPITAL OUTLAY		0	1,600
			<hr/>	<hr/>
			1,600	1,600
Reason:	Special Project Adjustment			
Description:	SAC Pharm Tech new printer/PCs			
bc10pn316j	3/16/2011	B007522	From	To
4000	SUPPLIES AND MATERIALS		977	0
5000	OPERATING EXPENSES AND SERVICES		0	977
			<hr/>	<hr/>
			977	977
Reason:	Special Project Adjustment			
Description:	SAC Nursing Enroll maint agree			
bc10pn316k	3/16/2011	B007523	From	To
3000	EMPLOYEE BENEFITS		1,000	0
4000	SUPPLIES AND MATERIALS		0	1,000
			<hr/>	<hr/>
			1,000	1,000
Reason:	Special Project Adjustment			
Description:	VTEA Administration supplies			
bc10pn316l	3/16/2011	B007524	From	To
5000	OPERATING EXPENSES AND SERVICES		900	0
6000	CAPITAL OUTLAY		0	900
			<hr/>	<hr/>
			900	900
Reason:	Special Project Adjustment			
Description:	Corp Trng Inst ACT equipment			
bc10pn316n	3/16/2011	B007526	From	To
4000	SUPPLIES AND MATERIALS		0	2,200
6000	CAPITAL OUTLAY		2,200	0
			<hr/>	<hr/>
			2,200	2,200
Reason:	Special Project Adjustment			
Description:	SAC Arts rev trans-B007286			

Fund 12: General Fund Restricted

		<u>From</u>	<u>To</u>
bc10kt31711a	3/17/2011	B007529	
4000	SUPPLIES AND MATERIALS	500	0
5000	OPERATING EXPENSES AND SERVICES	0	500
		500	500

Reason: Special Project Adjustment
Description: Job Tech Ctr Green Econ. Train

		<u>From</u>	<u>To</u>
bc10kt31711i	3/17/2011	B007537	
4000	SUPPLIES AND MATERIALS	0	583
6000	CAPITAL OUTLAY	583	0
		583	583

Reason: Special Project Adjustment
Description: Purchase thermometers

		<u>From</u>	<u>To</u>
bc10kt31811d	3/18/2011	B007543	
1000	ACADEMIC SALARIES	0	6,474
2000	CLASSIFIED/OTHER NONACADEMIC	6,474	0
		6,474	6,474

Reason: Special Project Adjustment
Description: VTEA SSS Deaf, hard of Hearing

		<u>From</u>	<u>To</u>
bc10kt31811k	3/18/2011	B007550	
5000	OPERATING EXPENSES AND SERVICES	54,000	0
6000	CAPITAL OUTLAY	0	54,000
		54,000	54,000

Reason: Special Project Adjustment
Description: Buy computers, server & chairs

		<u>From</u>	<u>To</u>
bc10kt31811m	3/18/2011	B007552	
1000	ACADEMIC SALARIES	210	0
2000	CLASSIFIED/OTHER NONACADEMIC	7,100	0
3000	EMPLOYEE BENEFITS	0	7,310
		7,310	7,310

Reason: Special Project Adjustment
Description: Corr PR/FB Title V SCC Dev HSI

		<u>From</u>	<u>To</u>
bc10kt32111c	3/21/2011	B007557	
1000	ACADEMIC SALARIES	0	767
3000	EMPLOYEE BENEFITS	244	0
4000	SUPPLIES AND MATERIALS	523	0
		767	767

Reason: Special Project Adjustment
Description: Fund Nicole stein's salary

Fund 12: General Fund Restricted

		<u>From</u>	<u>To</u>
bc10kt32211a	3/22/2011 B007559		
2000	CLASSIFIED/OTHER NONACADEMIC	2,000	0
5000	OPERATING EXPENSES AND SERVICES	0	2,000
		<hr/> 2,000	<hr/> 2,000

Reason: Special Project Adjustment
Description: Cover conference expenses

		<u>From</u>	<u>To</u>
bc10kt32211p	3/22/2011 B007574		
2000	CLASSIFIED/OTHER NONACADEMIC	0	3,103
4000	SUPPLIES AND MATERIALS	1,895	0
5000	OPERATING EXPENSES AND SERVICES	1,208	0
		<hr/> 3,103	<hr/> 3,103

Reason: Special Project Adjustment
Description: Fund OWBC Prog for year 5

		<u>From</u>	<u>To</u>
bc10pn328b	3/28/2011 B007577		
1000	ACADEMIC SALARIES	0	1,200
2000	CLASSIFIED/OTHER NONACADEMIC	0	8,316
3000	EMPLOYEE BENEFITS	0	1,304
6000	CAPITAL OUTLAY	10,820	0
		<hr/> 10,820	<hr/> 10,820

Reason: Special Project Adjustment
Description: SAC SCE projected personnel ex

		<u>From</u>	<u>To</u>
bc10pn328c	3/28/2011 B007578		
1000	ACADEMIC SALARIES	1,635	0
3000	EMPLOYEE BENEFITS	226	0
6000	CAPITAL OUTLAY	0	1,861
		<hr/> 1,861	<hr/> 1,861

Reason: Special Project Adjustment
Description: SAC SCE scanner expenses

		<u>From</u>	<u>To</u>
bc10pn328f	3/28/2011 B007581		
1000	ACADEMIC SALARIES	14,046	0
3000	EMPLOYEE BENEFITS	1,941	0
4000	SUPPLIES AND MATERIALS	0	15,987
		<hr/> 15,987	<hr/> 15,987

Reason: Special Project Adjustment
Description: SAC SCE classroom chairs

		<u>From</u>	<u>To</u>
bc10pn328g	3/28/2011 B007582		
5000	OPERATING EXPENSES AND SERVICES	15,754	0
6000	CAPITAL OUTLAY	0	15,754
		<hr/> 15,754	<hr/> 15,754

Reason: Special Project Adjustment
Description: SAC SCE Jail Program PCs(20)

Fund 12: General Fund Restricted

		3/30/2011	B007597	<u>From</u>	<u>To</u>
bc10pn330a					
4000	SUPPLIES AND MATERIALS			800	0
5000	OPERATING EXPENSES AND SERVICES			0	800
				800	800

Reason: Special Project Adjustment
Description: OEC non-cr mtrc registr forms

		3/30/2011	B007598	<u>From</u>	<u>To</u>
bc10pn330b					
1000	ACADEMIC SALARIES			0	754
3000	EMPLOYEE BENEFITS			0	63
4000	SUPPLIES AND MATERIALS			578	0
5000	OPERATING EXPENSES AND SERVICES			239	0
				817	817

Reason: Special Project Adjustment
Description: SAC SCE salary/fringe benefits

		3/30/2011	B007599	<u>From</u>	<u>To</u>
bc10pn330c					
4000	SUPPLIES AND MATERIALS			3,108	0
6000	CAPITAL OUTLAY			0	3,108
				3,108	3,108

Reason: Special Project Adjustment
Description: Pharm Tech 4 new DELL PCs

		3/30/2011	B007601	<u>From</u>	<u>To</u>
bc10pn330e					
4000	SUPPLIES AND MATERIALS			115	0
6000	CAPITAL OUTLAY			0	115
				115	115

Reason: Special Project Adjustment
Description: SCC Counseling matric PC

		3/30/2011	B007602	<u>From</u>	<u>To</u>
bc10pn330f					
2000	CLASSIFIED/OTHER NONACADEMIC			7,000	0
4000	SUPPLIES AND MATERIALS			0	7,000
				7,000	7,000

Reason: Special Project Adjustment
Description: SAC SSSP Sum Bridge supplies

		3/30/2011	B007603	<u>From</u>	<u>To</u>
bc10pn330g					
5000	OPERATING EXPENSES AND SERVICES			247	0
6000	CAPITAL OUTLAY			0	247
				247	247

Reason: Special Project Adjustment
Description: Correct B007460 SAC Bus Div

Fund 12: General Fund Restricted

BC10JP330A	3/30/2011	B007610	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES		344	0
2000	CLASSIFIED/OTHER NONACADEMIC		0	344
			<hr/>	<hr/>
			344	344

Reason: Special Project Adjustment
Description: Cover projected salary expense

Summary by Major Object for Fund 12

		<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES	0	18,026
2000	CLASSIFIED/OTHER NONACADEMIC	34,122	0
3000	EMPLOYEE BENEFITS	16,899	0
4000	SUPPLIES AND MATERIALS	0	74,145
5000	OPERATING EXPENSES AND SERVICES	130,957	0
6000	CAPITAL OUTLAY	0	100,007
7000	OTHER OUTGO	10,200	0
		<hr/>	<hr/>
		192,178	192,178

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 3 / 1 / 2011 To 3 / 31 / 2011

Board Meeting on 4 / 25 / 2011

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 Account</u>		
2000	CLASSIFIED / OTHER NONACADEMIC	\$2,290	
4000	SUPPLIES AND MATERIALS		\$174
5000	OPERATING EXPENSES AND SERVICES		2,290
6000	CAPITAL OUTLAY	174	
	Total Transfer	\$2,464	\$2,464

RECOMMENDATION

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

Fund 33: Child Development Fund

bc10pn303h	3/3/2011	B007407	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC		2,290	0
5000	OPERATING EXPENSES AND SERVICES		0	2,290
			<hr/>	<hr/>
			2,290	2,290

Reason: Special Project Adjustment
Description: CDS consult bus card printing

bc10pn303l	3/3/2011	B007409	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		0	174
6000	CAPITAL OUTLAY		174	0
			<hr/>	<hr/>
			174	174

Reason: Special Project Adjustment
Description: CDS instructional supplies

Summary by Major Object for Fund 33

		<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC	2,290	0
4000	SUPPLIES AND MATERIALS	0	174
5000	OPERATING EXPENSES AND SERVICES	0	2,290
6000	CAPITAL OUTLAY	174	0
		<hr/>	<hr/>
		2,464	2,464

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 3 / 1 / 2011 To 3 / 31 / 2011

Board Meeting on 4 / 25 / 2011

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 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 Account</u>		
5000	OPERATING EXPENSES AND SERVICES		\$860,110
6000	CAPITAL OUTLAY		212
7900	CONTINGENCY OR RESERVE	\$860,322	
	Total Transfer	\$860,322	\$860,322

RECOMMENDATION

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

Fund 41: Capital Outlay Projects Fund

		<u>From</u>	<u>To</u>
bc10kt31711j	3/17/2011 B007538		
5000	OPERATING EXPENSES AND SERVICES	0	860,110
7900	CONTINGENCY OR RESERVE	860,110	0
		<hr/>	<hr/>
		860,110	860,110

Reason: Special Project Adjustment
Description: Fund City of Orange assessment

		<u>From</u>	<u>To</u>
bc10pn328h	3/28/2011 B007583		
6000	CAPITAL OUTLAY	0	212
7900	CONTINGENCY OR RESERVE	212	0
		<hr/>	<hr/>
		212	212

Reason: Special Project Adjustment
Description: SP#2720 SCC architect fees

Summary by Major Object for Fund 41

		<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES	0	860,110
6000	CAPITAL OUTLAY	0	212
7900	CONTINGENCY OR RESERVE	860,322	0
		<hr/>	<hr/>
		860,322	860,322

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

To: Board of Trustees	Date: April 25, 2011
Re: Approval of Additional Consulting Services – The Dolinka Group	
Action: Request for Approval	

BACKGROUND

Prior to 1994, School and Community College Districts were required to negotiate independent “pass through” agreements with local Redevelopment Agencies (RDA) to partially compensate for lost property taxes that were diverted for Redevelopment Agency projects. AB 1290, passed in 1993, requires RDA’s to make pass through payments, by revenue formulas, to affected taxing agencies without the need for negotiated agreements by project area. AB1290 also required that certain pass through income to districts be counted as local property taxes for offset purposes for K-14 state apportionment payments. The burden of identifying which income is used as property tax offset was placed upon educational entities. The Department of Finance has indicated that they will require districts independent auditors to test for the appropriate property tax offset for state apportionment. Also, Governor Brown is proposing to eliminate RDA’s as a state budget solution. These potential impacts on district revenues necessitate the need for a more thorough review of existing RDA agreements.

ANALYSIS

The Dolinka Group was approved on April 12, 2010 to conduct a Phase 1 evaluation of all RDA agreements that fall within the RSCCD district boundaries. At the completion of Phase 1, twelve RDA project area agreements have been identified for evaluation in Phase 2. Phase 2 involved the Dolinka Group calculating historical and future pass-through payments owed to the RSCCD for selected redevelopment agencies. Each of the twelve agreements has been reviewed to determine whether the terms and conditions are being met. Phase 2 is almost complete. The preliminary outcome of Phase 2 necessitates additional review of four RDA agreements and tax increment modeling for eight RDA agreements. The cost of the additional services is \$8,400 plus reimbursable expenses. These costs can appropriately be paid by current district RDA funds.

RECOMMENDATION

It is recommended that the Board of Trustees approve the additional consulting services of The Dolinka Group as presented.

Fiscal Impact:	\$8,400 plus reimbursable expenses	Board Date:	April 25, 2011
Prepared by :	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Dr. Raúl Rodriguez, Chancellor		



NOTICE OF AUTHORIZATION

Date: March 4, 2011

Project: Dolinka Group, LLC ("Dolinka Group" or "Consultant") shall provide redevelopment assistance services to the Rancho Santiago Community College District ("District" or "Client") to assist the District with calculating historical and future pass-through payments, and incorporating the impacts of Attorney General Opinion 10-101 dated September 16, 2010 for project areas identified below.

In addition to the project areas identified in Exhibit C of the Agreement for Consulting Services entered into by and between the parties on December 7, 2010, Dolinka Group will calculate historical and future pass-through payments owed to the District by the given redevelopment agency(s) for the following project areas:

Project Area Name	Redevelopment Agency
Orange City CRA-Southwest 1984-85	City of Orange
Orange City CRA-Southwest Am#1 1985-86	City of Orange
Orange City CRA-Southwest Am#3 95-96	City of Orange
Orange City CRA-Tustin Street 1983-84	City of Orange

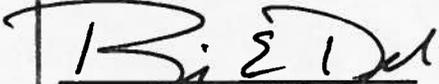
Scope of Work: Dolinka Group will develop a tax increment model for each project area identified below incorporating the impacts of Attorney General Opinion 10-101 dated September 16, 2010.

Project Area Name	Redevelopment Agency
Anaheim CRA-Alpha 1972-73	City of Anaheim
Orange City CRA-Southwest 1984-85	City of Orange
Orange City CRA-Southwest Am#1 1985-86	City of Orange
Orange City CRA-Southwest Am#3 95-96	City of Orange
Orange City CRA-Tustin Street 1983-84	City of Orange
Santa Ana CRA-Downtown 72-73 & 74-75	City of Santa Ana
Santa Ana CRA-Intercity Commuter Stn 81-82	City of Santa Ana
Yorba Linda CRA 1983-84	City of Yorba Linda

Budget: The proposed budget for services performed by Dolinka Group, LLC shall be a flat fee of \$8,400 (plus expenses) payable in two installments. The first installment of \$4,200 (plus expenses) shall be payable to Dolinka Group at the time the agreement is executed by both parties and the second installment of \$4,200 (plus expenses) shall be payable to Dolinka Group upon completion of the Scope of Work.

In addition to fees for services, the School District shall reimburse Dolinka Group for out-of-pocket expenses as outlined in the Agreement for Consulting Services entered into by and between the parties on December 7, 2010 ("Agreement"). All other terms of the Agreement shall apply to the services performed under this Notice of Authorization.

Consultant:
Dolinka Group, LLC


Benjamin E. Dolinka
President/CEO

Client:
Rancho Santiago Community College District

Peter Hardash
Vice Chancellor

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: April 25, 2011
Re:	Approval of Additional Construction Management Services for Multiple Projects at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

Bernards Builders and Management Services are currently providing pre-construction and construction management services for multiple projects at Santa Ana College.

ANALYSIS:

As noted in the attached proposal dated April 12, 2011 from Bernards Builders and Management Services, additional services are needed for new projects currently under design development for the Santa Ana College campus. The projects mentioned are currently under design development and schedules, phase and sequence work will need to be coordinated with Campus staff along with the preparation of constructability reviews and cost estimates.

The total estimated fee for the proposed services is based on an hourly rate for the anticipated staff at an estimated cost of \$99,760.00 plus \$10,000.00 for required cost estimating with reimbursable expenses estimated at \$14,000.00. The total estimated contract amount for these projects is \$123,760.00.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the extension of management services for Bernards Management Services as presented.

Fiscal Impact:	\$109,760.00, plus \$14,000.00 in estimated reimbursables	Board Date: April 25, 2011
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	



LOS ANGELES * ORANGE COUNTY * BAKERSFIELD * FRESNO * SAN BERNARDINO

April 12, 2011

Mr. Alex Oviedo
 Construction Supervisor
 Rancho Santiago Community College District
 2323 North Broadway, Suite 112
 Santa Ana, California 92706-1640

Via E-Mail
 Two (2) Pages

**Subject: Rancho Santiago Community College District
 Santa Ana College: Preconstruction/Construction Management Services on New Projects
 Request for Contract Extension "revised"**

Dear Alex:

Pursuant to our meetings and discussions, we are requesting a Contract extension for our Preconstruction Services and Construction Management Services on the new projects being programmed, planned and constructed at Santa Ana College. The projects are currently under design development by Westberg + White, Inc. and HMC Architects. Our request covers the period from 5/1/11 through 8/31/11 and includes costs as listed below. Monthly invoicing for will be submitted on a time and material basis at the listed hourly rates. Costs for General Conditions will be submitted at cost with no additional mark-ups.

Position	Individual	Rate	Hours/Months	Cost
1. Project Manager	Jerry Neve	\$145	688 hours	\$99,760
2. General Conditions		\$3,500	4 Months	\$14,000
TOTAL				\$113,760

In addition, we propose additional services required to perform cost estimating (hourly rate for Cost Estimator is \$145/hour) and any other related services needed for a not-to-exceed amount of..... **\$10,000.**

In general, our Preconstruction Services include:

- a. Act as a field representative for the Architect and Engineering firms during the design phases.
- b. Assist Architects with acquiring District documents.
- c. Review of design documents, Constructability Reviews and costs estimates as required.
- d. Develop detailed schedules, phase and sequence work.
- e. Liaison for outside professional services.
- f. Logistics planning and coordination.
- g. Coordinate refurbishment of Parking lots 7, 9 and 11 and Pacific Avenue.
- h. Coordinate work with campus, develop work scope, and prepare bid documents for upcoming projects.
- i. Assist in bid preparation and Construction Standards specification review.
- j. Provide Construction Management services for the demolition of the Child Development Center (existing church facility).
- k. The construction projects are anticipated to be delivered under an Agency Construction Management delivery method.
- l. Plan Room archiving and document filing (Measure "E" funded projects). Services will be extended (at no charge) for an additional month through the end of May 2011.

Los Angeles Corporate Office
 618 San Fernando Road
 San Fernando, CA 91340
 License No. 302007
 T 818.898.1521
 F 818.361.9208
 www.bernards.com

Bernards Inland Empire Regional Office
 3633 E. Inland Empire Blvd., Suite 850
 Ontario, CA 91764
 T 909.941.5225 F 909.941.5224

Mr. Alex Oviedo
Santa Ana College: Preconstruction/Construction Management Services on New Projects
Request for Contract Extension "revised"
April 12, 2011
Page 2

We appreciate the opportunity to continue our services with the Rancho Santiago Community College District and Santa Ana College.

If you have any questions, please call me.

Respectfully,



Kelvin K. Okino
Vice President, Management Services

cc: Mr. Darryl Odum, Rancho Santiago CCD
Mr. Robb Gumbert, Rancho Santiago CCD
Mr. Ron Beeler, FP&PS
Mr. Michael Cawlina, Bernards
Mr. Jerry Neve, Bernards

Bernards Inland Empire Regional Office
3633 E. Inland Empire Blvd., Suite 880
Ontario, CA 91764
T 909.941.5225 F 909.941.5224

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

To:	Board of Trustees	Date: April 25, 2011
Re:	Approval of the Purchase and Sale Agreement with the City of Santa Ana	
Action:	Request for Approval	

BACKGROUND:

In 2007-08, the City of Santa Ana vacated College Avenue and the west side of Santa Ana College (SAC) for use by our District.

Recently, the District's civil engineering firm was completing all necessary documents for the development of a final parcel map at SAC. The final parcel map was required by the City of Santa Ana to eliminate the inordinate number of parcels that comprise SAC as the result of land acquisitions going back to the late 1970's as well as the more recent purchases of the apartment complex property along College Avenue.

During the final parcel map process, it was discovered that the City of Santa Ana had failed to vacate a small triangular piece of land (140 sq.ft.) at the former intersection of College and Washington Avenues.

ANALYSIS:

The City of Santa Ana has requested that this oversight be resolved through a purchase and sale agreement between the City and RSCCD.

As noted in the attached Purchase and Sale Agreement, the City has agreed to sell this property to RSCCD at a cost of \$1.00 and then quit claim the deed to our District.

RECOMMENDATION:

It is recommended that the Board of Trustees approve this Purchase and Sale Agreement as presented.

Fiscal Impact:	\$1.00	Board Date: April 25, 2011
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	

PURCHASE AND SALE AGREEMENT

Property Address: Corner of Washington Avenue and College Avenue, Santa Ana, California

THIS PURCHASE AND SALE AGREEMENT (the "Agreement") dated, for identification purposes only, as of _____, 2011, is made and entered into by and between the **CITY OF SANTA ANA**, a charter city and municipal corporation ("Seller"), and **RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**, a political subdivision of the State of California ("Buyer"), with reference to the following.

In consideration of the mutual covenants set forth herein, Buyer and Seller agree as follows:

RECITALS

A. Seller owns that certain lot of land consisting of approximately 140 square feet at the corner of Washington Avenue and College Avenue, Santa Ana, California and more specifically described in Exhibit "A" and shown in Exhibit "B" attached hereto (the "Property");

B. The Property, as shown in Exhibit "B" is adjacent to the former College Avenue, which the City Council of the City of Santa Ana has vacated and title to which has reverted to Buyer.

C. However, title to the Property according to at least one title report is still in the hands of Seller, despite said vacation.

D. To resolve this situation, Buyer and Seller have agreed to this Purchase and Sale Agreement so that Seller may quit claim any title it may have in the Property to Buyer.

1. Agreement to Sell and to Purchase. Subject to the terms and conditions of this Agreement, Seller agrees to sell and Buyer agrees to purchase the Property.

2. Purchase Price. The "Purchase Price" for the Property is One Dollar (\$1.00) receipt of which by Seller is hereby acknowledged.

3. Quit Claim Deed. The transfer of the Property shall be by quit claim deed conveyance from Seller to Buyer showing title vested in Buyer.

4. **Transfer Costs.** Buyer shall pay all recording fees and all fees and costs for any new financing. Buyer shall pay the premium for the title insurance policy, should it seek title insurance.

5. **Condition of Property.** Buyer acknowledges that Buyer is purchasing the Property with full knowledge of its condition and that no representations or warranties of any kind whatsoever, express or implied, have been made by Seller or by Seller's agents. Buyer further agrees to purchase the Property in "AS IS" condition with all faults.

6. **As-Is Sale.**

BUYER ACKNOWLEDGES AND AGREES THAT EXCEPT FOR THE EXPRESS REPRESENTATIONS, WARRANTIES AND COVENANTS OF SELLER SET FORTH IN THIS AGREEMENT, SELLER HAS NOT MADE, DOES NOT MAKE, AND SPECIFICALLY DISCLAIMS ANY AND ALL REPRESENTATIONS, WARRANTIES, PROMISES, COVENANTS, AGREEMENTS, OR GUARANTIES OF ANY KIND OR CHARACTER WHATSOEVER, WHETHER EXPRESS OR IMPLIED, ORAL OR WRITTEN, PAST, PRESENT, OR FUTURE, OF, AS TO, CONCERNING OR WITH RESPECT TO THE PROPERTY, INCLUDING, BUT NOT LIMITED TO: (A) THE NATURE, QUALITY, OR CONDITION OF THE PROPERTY; (B) THE INCOME TO BE DERIVED FROM THE PROPERTY; (C) THE SUITABILITY OF THE PROPERTY FOR ANY AND ALL ACTIVITIES AND USES WHICH BUYER MAY CONDUCT THEREON; (D) THE COMPLIANCE OF OR BY THE PROPERTY OR ITS OPERATION WITH ANY LAWS, RULES, ORDINANCES OR REGULATIONS OF ANY APPLICABLE GOVERNMENTAL AUTHORITY OR BODY, INCLUDING, BUT NOT LIMITED TO, ANY STATE OR FEDERAL ENVIRONMENTAL LAW, RULE OR REGULATION; (E) THE HABITABILITY, MERCHANTABILITY, OR FITNESS OF THE PROPERTY FOR A PARTICULAR PURPOSE; OR (F) ANY OTHER MATTER WITH RESPECT TO THE PROPERTY. NOTWITHSTANDING ANYTHING HEREIN TO THE CONTRARY, SELLER IS CONVEYING THE PROPERTY TO BUYER "AS IS, WHERE IS", AND WITH ALL FAULTS AND SPECIFICALLY AND EXPRESSLY WITHOUT ANY WARRANTIES, REPRESENTATIONS, OR GUARANTEES, EITHER EXPRESS OR IMPLIED, OF ANY KIND, NATURE, OR

TYPE WHATSOEVER FROM OR ON BEHALF OF THE SELLER, EXCEPT FOR THE REPRESENTATIONS, WARRANTIES AND COVENANTS OF SELLER SET FORTH IN THIS AGREEMENT.

7. **Brokers.** Buyer represents and warrants to Seller and Seller represents and warrants to Buyer that it has not engaged or employed a broker to whom a commission or finder's fee is payable in connection with this transaction. Buyer and Seller each ("Indemnitor") agree to indemnify and hold the other harmless from and against all liability, claims, demands, damages, or costs of any kind arising from or connected with any broker's or finder's fees or commission or charge claimed to be due any person arising from Indemnitor's conduct with respect to this transaction.

8. **Assignment.** Buyer and Seller agree that this Agreement shall be binding upon their respective heirs, executors, administrators, successors or assigns but is assignable by Buyer only by written consent of the City Manager, which consent the City Manager may withhold in his sole and absolute discretion.

9. **Notices.** All notices, demands and requests which may be given by either party to the other shall be in writing and shall be deemed to be given upon personal delivery or forty-eight (48) hours after deposit in the United States mail, certified, return receipt requested, postage prepaid, addressed to the party to be notified at their respective headquarters. Either party may designate by written notice to the other party in the manner set forth in this Agreement another address for notice.

10. **Miscellaneous Provisions.**

10.1 **Waiver.** The waiver of any provision of this Agreement shall be invalid unless evidenced by a writing signed by the party to be charged therewith. The waiver of, or failure to enforce, any provision of this Agreement shall not be a waiver of any further breach of such provision or of any other provision hereof. The waiver by either or both parties of the time for performing an act shall not be a waiver of the time for performing any other act or acts required hereunder.

10.2 **Modifications.** No change or addition to this Agreement or any part hereof shall be valid unless in writing and signed by each of the parties.

10.3 **Governing Law.** This Agreement shall be governed by California law.

10.4 **Headings.** The headings in this Agreement are for convenience only and shall not be used to interpret this Agreement.

10.5 **Further Acts.** Each party agrees to take such further action and to execute and deliver such further documents as may be necessary to carry out the purposes of this Agreement.

10.6 **No Attorneys' Fees.** If either party incurs attorneys' fees to enforce this Agreement or because of a breach of this Agreement by the other party, the prevailing party shall not be entitled to recover attorneys' fees from the other party.

10.7 **Time.** Time is of the essence with respect to this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

"Buyer"

"Seller"

ATTEST:

CITY OF SANTA ANA, a charter city and
municipal corporation

MARIA D. HUIZAR
Clerk of the Council

By: _____

Its: _____

APPROVED AS TO FORM:

JOSEPH STRAKA
Interim City Attorney

By: _____
Laura Sheedy
Assistant City Attorney

EXHIBIT "A"
STREET VACATION QUITCLAIM

THAT PORTION OF LOT 5 IN BLOCK B OF TRACT NO. 451, IN THE CITY OF SANTA ANA, COUNTY OF ORANGE, STATE OF CALIFORNIA, PER MAP FILED IN BOOK 16, PAGE 41 OF MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

PARCEL 5 AS DESCRIBED IN THE GRANT DEED TO SAID CITY OF SANTA ANA, RECORDED APRIL 27, 1979 IN BOOK 13123, PAGE 1068, OF OFFICIAL RECORDS, IN SAID OFFICE OF THE COUNTY RECORDER.

ALSO BEING A PORTION OF PARCEL 1 DESCRIBED IN RESOLUTION 2006-0081 OF THE CITY COUNCIL OF THE CITY OF SANTA ANA VACATING PORTIONS OF COLLEGE AVENUE RECORDED MAY 8, 2008 AS INSTRUMENT NO. 2008000219381 OF OFFICIAL RECORDS, IN SAID OFFICE OF THE COUNTY RECORDER.

CONTAINING 138 SQUARE FEET, MORE OR LESS.

ALSO AS SHOWN ON EXHIBIT "B" ATTACHED HERETO AND HEREBY MADE A PART HEREOF.

SUBJECT TO COVENANTS, CONDITIONS, RESTRICTIONS, RESERVATIONS, EASEMENTS AND RIGHTS-OF-WAY OF RECORD, IF ANY.



PREPARED BY: STANTEC CONSULTING INC.
UNDER THE DIRECTION OF:

James O. Steines

JAMES O. STEINES, P.L.S.6086

REVISED MARCH 29, 2011
SEPTEMBER 10, 2010
J.N. 2042 415330

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: April 25, 2011
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:

As noted in the attached proposals dated March 1, March 2, March 16 and March 31, 2011, from the Austin Company, design revisions were made to accommodate the added scoreboard equipment and redesign structural fixes at multiple locations. These fixes are a result of contractor missing or misplacing rebar from the footing into the masonry block walls which have resulted in the request for additional fees related to this project. Also included is a revised Hourly Rate Schedule to replace the original schedule which became ineffective in December, 2010.

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 additional cost is estimated to be \$26,900.00. The revised contract amount is \$1,849,263.00.

RECOMMENDATION:

It is recommended that the Board of Trustees amend and increase the Austin Company architectural agreement in the amount of \$26,900.00 as presented.

Fiscal Impact:	\$26,900.00	Board Date: April 25, 2011
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	



6410 Oak Canyon, Suite 150
Irvine, California 92618
www.theaustin.com

PH 949.451.9000 FX 949.451.9011

March 1, 2011

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 Construction Support Services
Santiago Canyon College – Athletic & Aquatics Complex
Change Request Proposal #05**

Dear Mr. Odum:

The Austin Company's Architect/Engineer Services Agreement dated the 17th of April in the year 2007, included Hourly Rates for additional services on the project as may be requested by the District. The services covered by the agreement were effective through December 31, 2010.

In the interest of the project, Austin has held these rates through February of this year.

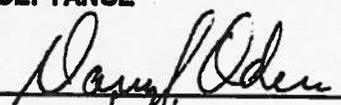
As we move forward with continued construction support services on the project, Austin requests that the attached revised Hourly Rate Schedule be formally incorporated into our agreement, replacing the schedule in the original April 2007 agreement. This new schedule is Austin's 2011 rate schedule and is effective through December 2011.

We appreciate your review and authorization of this Change Request Proposal. Please contact me directly at 949/451-9923 (daniel.brooking@theaustin.com) if you have any questions.

Sincerely,


Daniel K. Brooking
Project Manager
cc: Curt Miller

ACCEPTANCE

By: 
Date: 3/3/11



THE AUSTIN COMPANY
Irvine Office

HOURLY RATE SCHEDULE
Architectural, Engineering, and Project Management Services

The hourly rates for each billing classification are listed below.

MANAGEMENT

Senior Principal	168.00
Principal	152.00
Senior Project Manager	136.00
Project Manager	118.00
Project Coordinator	100.00

ARCHITECTURAL

Managing Architect	136.00
Lead Architect	106.00
Senior Architect	98.00
Architect	86.00
Designer	76.00
Drafter	66.00
Lead Interior Designer	106.00
Senior Interior Designer	98.00
Interior Designer	76.00

ENGINEERING

Managing Engineer	138.00
Lead Engineer	108.00
Senior Engineer	102.00
Engineer/Lead Designer	88.00
Designer	78.00
Drafter	66.00

TECHNICAL/SUPPORT

Estimating	110.00
Administrative	76.00
Clerical	58.00
Reprographics	58.00

The above rates are effective January 1, 2007, and are subject to change annually.



THE AUSTIN COMPANY
Irvine Office

HOURLY RATE SCHEDULE
Architectural, Engineering, and Project Management Services

The hourly rates for each billing classification are listed below.

MANAGEMENT

Senior Principal	178.00
Principal	161.00
Senior Project Manager	147.00
Project Manager	125.00
Project Coordinator	107.00

ARCHITECTURAL

Managing Architect	147.00
Lead Architect	116.00
Senior Architect	104.00
Architect	91.00
Designer	80.00
Drafter	71.00
Lead Interior Designer	116.00
Senior Interior Designer	104.00
Interior Designer	80.00

ENGINEERING

Managing Engineer	149.00
Lead Engineer	118.00
Senior Engineer	108.00
Engineer/Lead Designer	93.00
Designer	82.00
Drafter	71.00

TECHNICAL/SUPPORT

Estimating	116.00
Administrative	80.00
Clerical	61.00
Reprographics	61.00

The above rates are effective January 1, 2011, and are subject to change annually.



6410 Oak Canyon, Suite 150
Irvine, California 92618
www.theaustin.com

PH 949.451.9000 FX 949.451.9011

March 2, 2011

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 Construction Support Services
Santiago Canyon College – Athletic & Aquatics Complex
Change Request Proposal #06**

Dear Mr. Odum:

The Austin Company is submitting the following Change Request Proposal for additional Architectural / Engineering Construction Phase Services in support of the Santiago Canyon College Athletic & Aquatics Complex project. The additional services have emerged as a result of a request from Santiago Canyon College and the District to make changes to Scope of Work as described below:

The following summarizes these services:

- 1) Revise design to accommodate revised and added Scoreboard Equipment as described within. Delete the original specified scoreboard equipment and replace with the following Fair-Play model numbered equipment: Delete 2 Main scoreboards, 2 Player Stat Panels, 2 Auxiliary Scoreboards, 3 controllers, 1 Swimming pool full colored matrix scoreboard. Add 2 #BB-1736-4 Main Scoreboards with Integral Player Stat Panels and Team Foul Display, add 4 #BB-1600-4 Auxiliary side court scoreboards, add 2 #ST-1410-4 shot clock sets for auxiliary scoreboards, add 3 #MP-72 Wireless Controllers, add 12 #16-4000 Wireless Receivers, and add 1 #SW-1525-2 10-Lane Outdoor Swimming Pool Scoreboard.
- 2) Add 6 hand dryers; one at each of the locations indicated here within: 1) west wall of Men's Restroom 122, 2) west wall of Women's Restroom 125, 3) west wall of Men's Restroom 103, 4) small east wing wall between Women's Restroom 106 and Women's Restroom 107, 5) west wall of Women's Lavs 245, and 6) west wall of Men's Lavs 247.
- 3) Add Auto Access door capabilities at doors at 101A, 112A, 201C

The total fixed fee for these Architectural / Engineering services is.....\$9,400 .
 Estimated reimbursable expenses of Not to Exceed (NTE) amount is..... \$ 100 .
 The total fixed fee for Consultant Services (ADG for Pool Scoreboard) is in the amount of.....\$900.

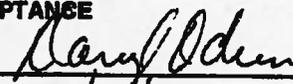
The total estimated schedule duration for preparation of revising documents is 5 days from acceptance to proceed.

We appreciate your review and authorization of this Change Request Proposal. Please contact me directly at 949/451-9923 (daniel.brooking@theaustin.com) if you have any questions.

Sincerely,

 Daniel K. Brooking
 Project Manager
 cc: Curt Miller

ACCEPTANCE

By: 
 Date: 3/3/11



6410 Oak Canyon, Suite 150
Irvine, California 92618
www.theaustin.com

PH 949.451.9000 FX 949.451.9011

March 16, 2011

Mr. Darryl Odum
Facility Planning & District Support Services
Rancho Santiago Community College District
2323 North Broadway Suite 404-1
Santa Ana, California 92706-1840

Subject: **Architectural / Engineering Construction Support Services
Santiago Canyon College – Athletic & Aquatics Complex
Change Request Proposal #07**

Dear Mr. Odum:

The Austin Company is submitting the following Change Request Proposal for additional Architectural / Engineering Construction Phase Services in support of the Santiago Canyon College Athletic & Aquatics Complex project. The additional services have emerged as a result of a request from Santiago Canyon College and the District to make changes to Scope of Work as described below:

The following summarizes these services:

- 1) Provide re-design fixes at 4 locations for contractor missing or misplacing vertical rebars from the footings up into the masonry block per RFI 143. Locations are listed below:
 - a. Line 3.5 & B; missing vertical @ E.J.
 - b. Line 5 & E; missing vertical bars @ pier between doors
 - c. Line F.1 & 7; misplaced verticals (should be per detail 6/S0.12 with verticals @ each face; Verticals are 1 #5 & 16" o.c.)
 - d. Line G & 7; misplaced verticals (should be per detail 6/S0.12 with verticals @ each face; Verticals are 1 #5 & 16" o.c.)

The total fixed fee for these Architectural / Engineering services is\$ 4,800.

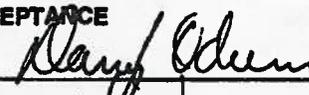
The total estimated schedule duration for preparation of revising documents is 3 days from acceptance to proceed.

We appreciate your review and authorization of this Change Request Proposal. Please contact me directly at 949/451-9923 (daniel.brooking@theaustin.com) if you have any questions.

Sincerely,


Daniel K. Brooking
Project Manager
cc: Curt Miller

ACCEPTANCE

By:  _____

Date: 3/30/11 _____



6410 Oak Canyon, Suite 150
Irvine, California 92618
www.theaustin.com

PH 949.451.9000 FX 949.451.9011

March 31, 2011

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 Construction Support Services
Santiago Canyon College – Athletic & Aquatics Complex
Change Request Proposal #08**

Dear Mr. Odum:

The Austin Company is submitting the following Change Request Proposal for additional Architectural / Engineering Construction Phase Services in support of the Santiago Canyon College Athletic & Aquatics Complex project. The additional services have emerged as a result of a request from Santiago Canyon College and the District to make changes to Scope of Work as described below:

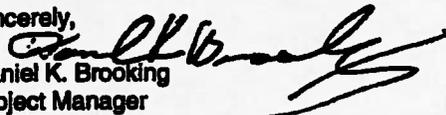
The following summarizes these services:

- 1) Provide re-design structural fixes at multiple locations for contractor missing or misplacing vertical rebars from the concrete footings into the masonry block walls. The attachment indicates the multiple locations in addition to 4 locations identified and covered under Change Request 07 dated March 16, 2011. The following additional areas are as follows:
 - a. Line 3.5 & A.6; ⊙ door jamb.
 - b. Line 6.6 & B
 - c. Line 7 & B
 - d. Line 8.8 & B, ⊙ window jamb
 - e. 2 locations at Line 8.6 & B, ⊙ door jamb and just east of door jamb
 - f. 5 locations along Line 10 and 9.6 for masonry walls at Chlorine and Acid Rooms
 - g. Line 5 & D
 - h. Line 6 & D
 - i. Line 7 & D
 - j. Line 1.6 & D.7 at north door jamb
 - k. Line 1.7 & F.7 at south door jamb
 - l. Along F.9 line between line 2 & 3
 - m. 125 misplaced rebar along Line K between line 3 & 4.5

The total fixed fee for these additional Architectural / Engineering services is _____ \$11,700.
The total estimated schedule duration for preparation of revising documents is 5 days from acceptance to proceed.

We appreciate your review and authorization of this Change Request Proposal. Please contact me directly at 949/451-9923 (daniel.brooking@theaustin.com) if you have any questions.

Sincerely,


Daniel K. Brooking
Project Manager
cc: Curt Miller

ACCEPTANCE

By: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: April 25, 2011
Re:	Approval of Change Order #1, Bid #1137 – Masonry for the Humanities Building at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board of Trustees awarded a contract to Industrial Masonry, Inc. for Bid #1137, masonry for the Humanities Building at Santiago Canyon College.

ANALYSIS:

During the course of normal 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 \$1,256.00 and adds an additional five (5) days to the project. The revised contract amount is \$1,734,456.00. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are .07% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #1, Bid #1137 for Industrial Masonry, Inc., masonry for the Humanities Building at Santiago Canyon College as presented.

Fiscal Impact:	\$1,256.00	Board Date: April 25, 2011
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: Santiago Canyon College Humanities Building	Bid No. 1137	P.O. # 10-P0014610
Contractor: Industrial Masonry Inc	D.S.A. No.	04-110212	
Architect: LPA Inc	Change Order No.	1	
	Date:	March 22, 2011	

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

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$1,734,200.00
Previous Change Orders	\$0.00	
This Change Order	\$1,256.00	
Total Change Orders		\$1,256.00
Revised Contract Amount		\$1,735,456.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	5 calendar days	
Total Time Extensions		5 calendar days
Original Completion Date		January 19, 2011
Revised Contract Completion Date		January 19, 2011
RSCCD Board Approval Date		April 25, 2011

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

CHANGE ORDER

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

Project: <i>Santiago Canyon College Humanities Building</i>		Bid No. 1137	P.O. # 10-P0014610
Contractor: <i>Industrial Masonry Inc</i>		D.S.A. No. 04-110212	
Architect: <i>LPA Inc</i>		Change Order No. 1	
		Date: <i>March 22, 2011</i>	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	DESCRIPTION: Additional reinforcing bar at masonry wall REASON: Relocated the door to the masonry wall, therefore requiring structural alterations REQUESTOR: District TIME EXTENSION: ADDS 5 calendar days	\$0.00	\$1,256.00
Sub-Total		\$0.00	\$1,256.00
Total			\$1,256.00

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

To:	Board of Trustees	Date: April 25, 2011
Re:	Approval of Change Order #1, Bid #1144 – Roofing on the Humanities Building at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board of Trustees awarded a contract to Troyer Contracting Company for Bid #1144, roofing on the Humanities Building at Santiago Canyon College.

ANALYSIS:

During the course of normal 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 \$8,004.00 and adds an additional five (5) days to the project. The revised contract amount is \$1,084,692.00. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are .75% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #1, Bid #1144 for Troyer Contracting Company, roofing on the Humanities Building at Santiago Canyon College as presented.

Fiscal Impact:	\$8,004.00	Board Date: April 25, 2011
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: **Santiago Canyon College Humanities Building**

Bid No. **1144** P.O. # **10-P0014762**

D.S.A. No. **04-110212**

Contractor: **Troyer Contracting Company**

Change Order No. **1**

Architect: **LPA Inc**

Date: **March 22, 2011**

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

SUMMARY OF CONTRACT PRICE

Original Contract Amount		\$1,076,688.00
Previous Change Orders	\$0.00	
This Change Order	\$8,004.00	
Total Change Orders		\$8,004.00
Revised Contract Amount		\$1,084,692.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	5 calendar days	
Total Time Extensions		5 calendar days
Original Completion Date		March 23, 2011
Revised Contract Completion Date		March 28, 2011
RSCCD Board Approval Date		April 25, 2011

Architect

Authorized Signature

Date

Contractor Name

Authorized Signature

Date

Construction Manager - Seville CS

Authorized Signature

Date

District Inspector

Authorized Signature

Date

Darryl A. Odum

Director - District Construction and Support Services

Date

Assistant Vice Chancellor - Facility Planning

Authorized Signature

Date

Peter J. Hardash

Vice Chancellor, Business Operations/Fiscal Services

Date

CHANGE ORDER

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

Project: **Santiago Canyon College Humanities Building**

Bid No. **1144**

P.O. # **10-P0014762**

D.S.A. No.

04-110212

Contractor: **Troyer Contracting Company**

Change Order No.

1

Architect: **LPA Inc**

Date: **March 22, 2011**

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p>DESCRIPTION: Troyer to provide a double-lock machine seamed sheet metal roofing panel to waterproof the structure</p> <p>REASON: The architect has determined that a double-lock machine seamed roofing system will sufficiently waterproof the roof</p> <p>REQUESTOR: LPA Inc</p> <p>TIME EXTENSION: ADDS 5 calendar days</p>	\$0.00	\$8,004.00
Sub-Total		\$0.00	\$8,004.00
Total			\$8,004.00

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: April 25, 2011
Re:	Approval of Change Order #1, Bid #1147 – Interiors for the Humanities Building at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board of Trustees awarded a contract to Inland Empire Architectural Specialties for Bid #1147, interiors for the Humanities Building at Santiago Canyon College.

ANALYSIS:

During the course of normal 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 \$710.00. The revised contract amount is \$1,186,710.00. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are .06% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #1, Bid #1147 for Inland Empire Architectural Specialties, interiors for the Humanities Building at Santiago Canyon College as presented.

Fiscal Impact:	\$710.00	Board Date: April 25, 2011
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: Santiago Canyon College Humanities Building	Bid No. 1147	P.O. # 10-P0014649
		D.S.A. No. 04-110212	
Contractor: Inland Empire Architectural Specialties	Change Order No. 1		
Architect: LPA Inc	Date: March 22, 2011		

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

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$1,186,000.00
Previous Change Orders	\$0.00	
This Change Order	\$710.00	
Total Change Orders		\$710.00
Revised Contract Amount		\$1,186,710.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		November 25, 2011
Revised Contract Completion Date		November 25, 2011
RSCCD Board Approval Date		April 25, 2011

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

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92708-1640

Project: <i>Santiago Canyon College Humanities Building</i>		Bid No. 1147	P.O. # 10-P0014649
		D.S.A. No. 04-110212	
Contractor: <i>Inland Empire Architectural Specialties</i>		Change Order No. 1	
Architect: <i>LPA Inc</i>		Date: <i>March 22, 2011</i>	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<u>DESCRIPTION:</u> Custom Decals for trash receptacles <u>REASON:</u> To match the rest of the trash receptacles on Campus. <u>REQUESTOR:</u> LPA Inc <u>TIME EXTENSION:</u> ADDS 0 calendar days	\$0.00	\$136.00
2.0	<u>DESCRIPTION:</u> Cost difference to change 4 doors from wood to hollow metal <u>REASON:</u> Door type on drawings were in conflict with the door schedule <u>REQUESTOR:</u> LPA Inc <u>TIME EXTENSION:</u> ADDS 0 calendar days	\$0.00	\$574.00
Sub-Total		\$0.00	\$710.00
Total			\$710.00

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: April 25, 2011
Re:	Approval of Change Order #1, Bid #1148 – Flooring for the Humanities Building at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board of Trustees awarded a contract to Continental Flooring Company for Bid #1148, flooring for the Humanities Building at Santiago Canyon College.

ANALYSIS:

During the course of normal 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 \$723.00 and adds an additional five (5) days to the project. The revised contract amount is \$370,401.00. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are .20% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #1, Bid #1148 for Continental Flooring Company, flooring for the Humanities Building at Santiago Canyon College as presented.

Fiscal Impact:	\$723.00	Board Date: April 25, 2011
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: Santiago Canyon College Humanities Building	Bid No. 1148	P.O. # 10-P0014660
		D.S.A. No. 04-110212	
Contractor: Continental Flooring	Change Order No. 1		
Architect: LPA Inc	Date: March 22, 2011		

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		\$369,678.00
Previous Change Orders	\$0.00	
This Change Order	\$723.00	
Total Change Orders		\$723.00
Revised Contract Amount		\$370,401.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	5 calendar days	
Total Time Extensions		5 calendar days
Original Completion Date		November 11, 2011
Revised Contract Completion Date		November 11, 2011
RSCCD Board Approval Date		April 25, 2011

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

CHANGE ORDER

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

Project: Santiago Canyon College Humanities Building		Bid No. 1148	P.O. # 10-P0014660
Contractor: Continental Flooring		D.S.A. No. 04-110212	
Architect: LPA Inc		Change Order No. 1	
		Date: March 22, 2011	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p>DESCRIPTION: Added steps that require stair nosings and vinyl flooring</p> <p>REASON: In addition to the existing ramp, modifications were made to include steps</p> <p>REQUESTOR: LPA Inc.</p> <p>TIME EXTENSION: ADDS 5 calendar days</p>	\$0.00	\$723.00
Sub-Total		\$0.00	\$723.00
Total			\$723.00

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date:	April 25, 2011
Re:	Approval of Notice of Completion, Bid #1054 – Science Building at Santiago Canyon College		
Action:	Request for Approval		

BACKGROUND:

On December 10, 2007, the District approved a contract with Marina Landscape, Inc. to complete the landscaping portion of the Science Building at Santiago Canyon College.

As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

ANALYSIS:

The project was substantially complete on May 21, 2011 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project was \$363,657.13.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the Notice of Completion for the landscaping portion of the Science Building at Santiago Canyon College as presented.

Fiscal Impact:	N/A	Board Date:	April 25, 2011
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		

RECORDING REQUESTED BY:
Rancho Santiago Comm. Coll. District
2323 N. Broadway
Santa Ana, CA 92706-1640

GOVERNMENT CODE 6103

AND WHEN RECORDED MAIL TO:

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

THIS SPACE FOR RECORDER'S USE ONLY

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2323 N. Broadway
Santa Ana, CA 92706-1640

NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santiago Canyon College, located at 8045 East Chapman Avenue, Orange, California 92869, caused improvements to be made to the property to wit: Bid No. 1054/Landscaping, the contract for the doing of which was heretofore entered into on the 10th day of December, 2007, which contract was made with Marina Landscape, Inc., Inc./08-PO0004290/4291, as contractor; that said improvements were completed on the 21st day of May, 2011, and accepted by formal action of the governing Board of said District on the 25th day of April, 2011; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is Arch Insurance Company.

Rancho Santiago Community College District of Orange
County, California

by _____

State of California)
 §
County of Orange)

I, the undersigned, state that I have read the foregoing document, and know the contents thereof, and that the facts therein stated are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at _____ California, on
_____, 20____.

Signature _____
(include name of corporation, partnership, etc., if any)

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

To:	Board of Trustees	Date:	April 25, 2011
Re:	Approval of Notice of Completion, Bid #1066 – Science Building at Santiago Canyon College		
Action:	Request for Approval		

BACKGROUND:

On December 10, 2007, the District approved a contract with McMahon Steel, Inc. to complete the structural steel portion of the Science Building at Santiago Canyon College.

As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

ANALYSIS:

The project was substantially complete on May 21, 2011 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project was \$3,833,310.67.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the Notice of Completion for the structural steel portion of the Science Building at Santiago Canyon College as presented.

Fiscal Impact:	N/A	Board Date:	April 25, 2011
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		

RECORDING REQUESTED BY:
Rancho Santiago Comm. Coll. District
2323 N. Broadway
Santa Ana, CA 92706-1640

GOVERNMENT CODE 6103

AND WHEN RECORDED MAIL TO:

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

THIS SPACE FOR RECORDER'S USE ONLY

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2323 N. Broadway
Santa Ana, CA 92706-1640

NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santiago Canyon College, located at 8045 East Chapman Avenue, Orange, California 92869, caused improvements to be made to the property to wit: Bid No. 1066/Structural Steel, the contract for the doing of which was heretofore entered into on the 10th day of December, 2007, which contract was made with McMahon Steel, Inc./08-BP000203/204, as contractor; that said improvements were completed on the 21st day of May, 2011, and accepted by formal action of the governing Board of said District on the 25th day of April, 2011; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is Arch Insurance Company.

Rancho Santiago Community College District of Orange
County, California

by _____

State of California)
 §
County of Orange)

I, the undersigned, state that I have read the foregoing document, and know the contents thereof, and that the facts therein stated are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at _____ California, on
_____, 20____.

Signature _____
(include name of corporation, partnership, etc., if any)

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

To: Board of Trustees	Date: April 25, 2011
Re: Approval of Bid #1174 – Trash Collection and Disposal Service	
Action: Request for Approval	

BACKGROUND

There are eight major sites in the District that require trash collection and disposal services. The District is responsible for maintaining the cleanliness of these sites.

ANALYSIS

We went out to bid for a five-year period beginning July 1, 2011 through June 30, 2016. Bid packets were sent to six (6) bidders with three (3) responding. The evaluation was conducted by the Plant Managers, the Director of DMC and the Director of Purchasing Services. It was concluded that the bid from CR & R, Inc. was the lowest responsive and responsible bidder meeting specifications for all sites. Below are the bid responses from all three bidders.

Sites	1 st Year	2 nd Year	3 rd Year	4 th Year	5 th Year	Five-Year Total
CR & R Inc.						
District Office	\$3,127.02	\$3,127.02	\$3,127.02	\$3,127.02	\$3,127.02	\$15,635.10
Santiago Canyon College	\$6,254.04	\$6,254.04	\$6,254.04	\$6,254.04	\$6,254.04	\$31,270.20
SCC-Orange Education Center	\$2,036.16	\$2,036.16	\$2,036.16	\$2,036.16	\$2,036.16	\$10,180.80
Santa Ana College	\$24,991.55	\$24,991.55	\$24,991.55	\$24,991.55	\$24,991.55	\$124,957.75
Centennial Education Center	\$4,169.29	\$4,169.29	\$4,169.29	\$4,169.29	\$4,169.29	\$20,846.45
OC-Sheriff's Regional Training Academy	\$3,648.15	\$3,648.15	\$3,648.15	\$3,648.15	\$3,648.15	\$18,240.75
Santa Ana Fire/SAC Training Center	\$1,018.08	\$1,018.08	\$1,018.08	\$1,018.08	\$1,018.08	\$5,090.40
Digital Media Center	\$1,018.08	\$1,018.08	\$1,018.08	\$1,018.08	\$1,018.08	\$5,090.40
Total	\$46,262.37	\$46,262.37	\$46,262.37	\$46,262.37	\$46,262.37	\$231,311.85
Each 3-cubic yard container*	Each 4-cubic yard container*		Each compactor bin*			
\$130.29/mo	\$173.72/mo		\$134.00/mo			
\$6.05/day	\$8.07/day		\$7.00/day			

Ware Disposal Inc.

District Office	\$1,798.80	\$1,834.80	\$1,871.52	\$1,908.96	\$1,947.12	\$9,361.20
Santiago Canyon College	\$7,195.20	\$7,339.20	\$7,486.08	\$7,635.84	\$7,788.48	\$37,444.80
SCC-Orange Education Center	\$2,151.12	\$2,194.08	\$2,238.00	\$2,282.64	\$2,328.00	\$11,193.84
Santa Ana College	\$28,574.76	\$29,145.84	\$29,728.44	\$30,322.44	\$30,927.84	\$148,699.32
Centennial Education Center	\$4,780.32	\$4,875.84	\$4,973.28	\$5,072.64	\$5,173.92	\$24,876.00
OC-Sheriff's Regional Training Academy	\$4,188.96	\$4,272.72	\$4,358.16	\$4,445.28	\$4,534.08	\$21,799.20
Santa Ana Fire/SAC Training Center	\$1,075.56	\$1,097.04	\$1,119.00	\$1,141.32	\$1,164.00	\$5,596.92
Digital Media Center	\$1,075.56	\$1,097.04	\$1,119.00	\$1,141.32	\$1,164.00	\$5,596.92
Total	\$50,840.28	\$51,856.56	\$52,893.48	\$53,950.44	\$55,027.44	\$264,568.20
Each 3-cubic yard container*	Each 4-cubic yard container*		Each compactor bin*			
\$155.40/mo	\$207.00/mo		\$310.80/mo			
\$5.10/day	\$6.80/day		\$10.20/day			

Republic Waste Services of Southern California Inc.

District Office	\$4,352.40	\$4,417.69	\$4,483.95	\$4,551.21	\$4,619.48	\$22,424.73
Santiago Canyon College	\$8,704.80	\$8,835.37	\$8,967.90	\$9,102.42	\$9,238.96	\$44,849.45
SCC-Orange Education Center	\$2,611.44	\$2,650.61	\$2,690.37	\$2,730.73	\$2,771.69	\$13,454.84
Santa Ana College	\$34,674.12	\$35,194.23	\$35,722.15	\$36,257.98	\$36,801.85	\$178,650.33
Centennial Education Center	\$5,803.20	\$5,890.25	\$5,978.60	\$6,068.28	\$6,159.30	\$29,899.63
OC-Sheriff's Regional Training Academy	\$5,077.80	\$5,153.97	\$5,231.28	\$5,309.75	\$5,389.39	\$26,162.19
Santa Ana Fire/SAC Training Center	\$1,305.72	\$1,325.31	\$1,345.19	\$1,365.36	\$1,385.84	\$6,727.42
Digital Media Center	\$1,305.72	\$1,325.31	\$1,345.19	\$1,365.36	\$1,385.84	\$6,727.42
Total	\$63,835.20	\$64,792.74	\$65,764.63	\$66,751.09	\$67,752.35	\$328,896.01
Each 3-cubic yard container*	Each 4-cubic yard container*		Each compactor bin*			
\$123.50/mo	\$164.97/mo		\$247.00/mo			
\$5.95/day	\$7.94/day		\$11.90/day			

*Unit prices to be used for additives or deductives from the base bid when and where they are applicable.

RECOMMENDATION

It is recommended that the Board of Trustees accept the bids and approve the award of Bid #1174 for Trash Collection and Disposal Service to CR & R, Inc as presented.

Fiscal Impact:	\$231,311.85 (Five-Year Total)	Board Date: April 25, 2011
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodriguez, Chancellor	

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

To:	Board of Trustees	Date:	April 25, 2011
Re:	Approval of Donation of Vehicles from Kia Motors America, Inc.		
Action:	Request for Approval		

BACKGROUND

Automobile manufacturers and dealerships will, from time to time, donate new vehicles to the Santa Ana College Automotive Technology Program. Board Policy #3208 requires that such donations be accepted by Board action.

ANALYSIS

Kia Motors America, Inc., through the Santa Ana College Foundation, has generously donated three vehicles, a 2010 Kia Sorento, a 2011 Kia Optima, and a 2011 Kia Sportage to the Santa Ana College Automotive Technology Program. The total estimated value of the vehicles is \$60,000. The vehicles will be used for instructional purposes only to deliver enrolled students firsthand experience with the latest automotive technology and to expand the program's specialization in passenger vehicles. The vehicles will not be registered or driven on public roads.

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the donation of a 2010 Kia Sorento, a 2011 Kia Optima, and a 2011 Kia Sportage from Kia Motors America, Inc. as presented.

Fiscal Impact:	None	Board Date:	April 25, 2011
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services		
Submitted by:	Peter Hardash, Vice Chancellor of Business Operations/Fiscal Services		
Recommended by:	Dr. Raúl Rodríguez, Chancellor		

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board Meeting: April 25, 2011

INDEPENDENT CONTRACTORS

McClowry Educational Consulting Corp.
Michele McClowry, C.P.A.

Services: Business Operation/Fiscal Services
Consultant – to provide financial, budget,
evaluation and accounting services as the
Interim Assistant Vice Chancellor – Fiscal
Services

Attachment A - Proposal

Dates of Service: May 1, 2011 – September 30, 2011

Fee: Estimated at \$65,000

Requested by: Peter J. Hardash

Funded by: Business Operations/Fiscal Services
11 0000 679000 54111 5100

McClowry Educational Consulting Corp.
Michele McClowry C.P.A.
Consultant Proposal
April 18, 2011

This proposal is hereby presented to the Rancho Santiago Community College District hereinafter referred to as the "District" by McClowry Educational Consulting Corp., Michele McClowry, C.P.A., hereinafter referred to as "Consultant."

Whereas, the Consultant is specially trained, experienced and competent to perform the special financial, budget, and accounting services as an Interim Assistant Vice Chancellor – Fiscal Services as requested by the District;

Whereas the above described position is currently vacant, the District recognizes that contracting with the Consultant as an independent contractor shall provide temporary, part-time support in the area of business operations;

It is therefore proposed by the Consultant that professional financial advisory services be provided on a limited basis in the following business areas:

- Serve as the Interim Assistant Vice Chancellor – Fiscal Services
- Analyze the Fiscal Services area including department organization, appropriate business procedures, job descriptions, workflow, internal controls, and staff training
- Evaluate, assist and advise as needed in the areas of accounting, payroll, budget monitoring, financial reporting, reviewing cash flow and multi-year projections
- Assist the Vice Chancellor, Peter J. Hardash on financial matters and trends as needed
- Attend board meetings, workshops, other meetings as necessary and requested by the District

Term: Consultant shall commence providing services under this agreement on or after May 1, 2011 as requested by the District and cease no later than September 30, 2011 or sooner at the request of the District. The exact days and work calendar will be determined at a later date as required by the District and agreed upon by both parties. Consultant shall be present on site at the District Office about 2 days per week on average. Some activities may be performed off site at Consultant's office.

The District may, at any time, with or without reason, terminate this agreement and compensate Consultant only for services satisfactorily rendered to the date of termination.

Consultant may, at any time, terminate this agreement in the case of non-payment in a timely manner by the District; if asked to perform any tasks deemed inappropriate, unethical, or unlawful by the Consultant, and for any other reason, with 2 weeks' notice to the District, or by mutual agreement.

Compensation and Cost: District agrees to pay Consultant for services rendered pursuant to this agreement at the hourly of \$135.00 per hour. Compensation details are specified on the attached Fee Schedule. Travel and other reimbursable expenses are listed on the Fee Schedule.

Payments to Consultant will be based upon actual days and hours worked plus travel payable on a monthly basis. Consultant agrees to be available by telephone and/or email to assist the District on weekdays when not working on-site at no cost for up to 2 hours per week.

Consultant agrees to attend board meetings and other meetings as requested by the District if these meetings occur on days the consultant is working on site. Consultant will make every effort to be available on site for all such meetings.

District and Consultant agree that actual travel time to and from the Consultant's residence in La Verne California to Santa Ana will average between 1 to 2 hours each way. Travel time will be billed at the above noted hourly rate for one half of the total travel time for each trip. Travel time may vary due to traffic, road conditions, or weather. Consultant will accurately track and report travel times.

Independent Contractor: Consultant, while performing duties within this agreement, shall be and act at all times as an independent contractor.

Insurance: Consultant agrees to carry comprehensive general and automobile liability insurance with limits of One Million Dollars (\$1,000,000) per occurrence.

Indemnification: Independent Contractor shall indemnify and hold harmless the DISTRICT, its officers, agents, and employees from every claim or demand made, and every liability, loss, damages, or expense, of any nature whatsoever, which may be incurred by reason of:

- a) Contractor agrees to defend, indemnify, and hold harmless the Rancho Santiago Community District (District), its officers, agents, employees, and volunteers from all loss, cost, and expense arising out of any liability or claim of liability for personal injury, bodily injury to persons, contractual liability and damage to property sustained or claimed to have been sustained arising of activities of the Contractor, its subcontractors, or those of any of its officers, agents, or employees or volunteers, whether such act is authorized by this Agreement or not; and Contractor shall pay for any and all damage to the property of the District, or loss or theft of such property, done or caused by such persons. District assumes no responsibility whatsoever for any property placed on the premises. Contractor further agrees to waive all rights of subrogation against the District. The provisions of the Article do not apply to any damage or losses caused by the negligence of the District or any of its agents or employees.

DISTRICT
**Rancho Santiago Community College
District
2323 North Broadway, Suite 404-1
Santa Ana California 92706-1604**

CONSULTANT
**McClowry Educational Consulting Corp.
Michele McClowry, C.P.A.
1175 Nashport Street
La Verne, Ca 91750**

Peter J. Hardash
Vice Chancellor

Michele McClowry
Consultant

Date: _____

Date: _____

McClowry Educational Consulting Corp.
Michele McClowry C.P.A.
Fee Schedule

The District shall pay the Consultant for actual services rendered, travel time, other direct expenses on a monthly basis.

On-Site Work

Actual services shall be billed on an hourly basis as shown below for work performed on-site at the Rancho Santiago Community College District in Santa Ana, California.

Off-Site Work

Actual services shall be billed on an hourly basis as shown below for work performed off-site at the Consultant's residence or other location as required to fulfill the requirements of the tasks assigned.

Travel Time

Travel to the District shall be calculated as the travel time from the Consultant's place of residence in La Verne California to the District Office in Santa Ana.

Travel from the District shall be calculated as the travel time from Santa Ana to the Consultant's place of residence in La Verne California.

The District shall be charged for one half of the actual travel time to and from the District Office. The estimated average one-way travel time is 2 hours depending upon traffic, weather, or other unforeseen circumstances.

Hourly Fees

Consultant/Independent Contractor (on-site and off-site work)	\$135.00 per hour
Travel Time	\$135.00 per hour

Other Expenses

Other expenses could include off-site copy or printing charges and possible clerical support for report writing not to exceed \$50.00 per hour.

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018129	5,000.00	B & D DISTRIBUTING INC	Food and Food Service Supplies	SP		3/14/2011
11-P0018131	6,800.00	B & D DISTRIBUTING INC	Food and Food Service Supplies	SP		3/14/2011
* 11-P0018132	3,053.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/14/2011
11-P0018133	1,584.00	HOME DEPOT	Non-Instructional Supplies			3/14/2011
11-P0018134	3,100.00	B & D DISTRIBUTING INC	Food and Food Service Supplies	SP		3/14/2011
11-P0018135	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/14/2011
11-P0018136	1,585.00	GRAINGER	Instructional Supplies	SP		3/14/2011
11-P0018137	5,500.00	B & D DISTRIBUTING INC	Food and Food Service Supplies	SP		3/14/2011
11-P0018138	100.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/14/2011
11-P0018139	100.00	DON BOOKSTORE	Instructional Supplies	SP		3/14/2011
11-P0018140	1,500.00	B & D DISTRIBUTING INC	Food and Food Service Supplies	SP		3/14/2011
11-P0018141	500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			3/14/2011
11-P0018142	3,806.00	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			3/14/2011
11-P0018143	500.00	YALE CHASE	Repair & Replacement Parts			3/14/2011
11-P0018144	700.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/14/2011
11-P0018145	6,851.00	DON BOOKSTORE	Non-Instructional Supplies	SP		3/14/2011
11-P0018146	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/14/2011
11-P0018147	3,000.00	GRAINGER	Non-Instructional Supplies			3/14/2011
11-P0018148	1,500.00	BURKE ENGINEERING	Repair & Replacement Parts			3/14/2011
11-P0018149	50.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			3/14/2011
11-P0018150	316.40	AMERICAN EXPRESS	Conference Expenses			3/14/2011
11-P0018151	580.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/14/2011
11-P0018152	240.00	SUZANNE L. LOHMANN	Other Participant Travel Exp	SP		3/14/2011
11-P0018153	2,000.00	SLUSSER TOBY	Repair & Replacement Parts			3/15/2011
11-P0018154	1,500.00	TENNANT SALES & SVC CO	Repair & Replacement Parts			3/15/2011
11-P0018155	465.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/15/2011
11-P0018156	50.00	HOME DEPOT	Non-Instructional Supplies			3/15/2011
11-P0018157	720.00	DON BOOKSTORE	Other Exp Paid for Students	SP		3/15/2011
11-P0018158	750.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/15/2011
11-P0018159	500.00	WALTERS WHOLESALE ELECTRIC CO	Non-Instructional Supplies			3/15/2011
11-P0018160	1,320.00	DON BOOKSTORE	Non-Instructional Supplies	SP		3/15/2011
11-P0018161	276.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/15/2011
11-P0018162	10,000.00	AMAZON COM	Library Books	SP		3/15/2011
11-P0018163	10,000.00	MCKESSON GENERAL MEDICAL CORP	Instructional Supplies	SP		3/15/2011
11-P0018164	124.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/15/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018165	1,000.00	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		3/15/2011
11-P0018166	500.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/15/2011
11-P0018167	500.00	DAPPER TIRE	Repair & Replacement Parts			3/15/2011
11-P0018168	500.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/15/2011
11-P0018169	2,744.00	OXYGEN SVC CO	Instructional Supplies	SP		3/15/2011
* 11-P0018170	411.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/15/2011
11-P0018171	2,000.00	HOME DEPOT	Repair & Replacement Parts			3/15/2011
11-P0018172	1,000.00	ROSE BRAND WIPERS	Instructional Supplies	SP		3/15/2011
11-P0018173	100.00	HOME DEPOT	Instructional Supplies	SP		3/15/2011
11-P0018174	500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/15/2011
11-P0018175	1,450.00	AARDVARK CLAY & SUPPLIES	Instructional Supplies	SP		3/15/2011
11-P0018176	900.00	MARSHALL MUSIC	Instructional Supplies	SP		3/15/2011
11-P0018177	285.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/15/2011
11-P0018178	600.00	A1 INTERNATIONAL VIDEO	Repair & Replacement Parts			3/15/2011
11-P0018179	170.00	BEARCOM	Repair & Replacement Parts			3/15/2011
11-P0018180	250.00	AMAZON COM	Instructional Supplies	SP		3/15/2011
11-P0018181	920.00	SODEXHO	Food and Food Service Supplies	SP		3/15/2011
11-P0018182	6,256.89	TERRYBERRY	Service Pins			3/15/2011
* 11-P0018183	2,480.46	XPEDX PAPER CO	Instructional Supplies	SP		3/15/2011
11-P0018184	43.13	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/15/2011
11-P0018185	664.27	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/15/2011
11-P0018186	4,148.50	DI-NO COMPUTERS INC	Equipment - Federal Progs >200	SP		3/15/2011
11-P0018187	27.23	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/15/2011
11-P0018188	620.91	SODEXHO	Food and Food Service Supplies	SP		3/15/2011
11-P0018189	352.32	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/15/2011
11-P0018190	1,569.90	APEX AUDIO INC	Non-Instructional Supplies	SP		3/15/2011
11-P0018191	1,437.67	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/15/2011
11-P0018192	90.00	HEALTH CARE LOGISTICS INC	Non-Instructional Supplies	SP		3/15/2011
11-P0018193	554.62	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/15/2011
11-P0018194	250.13	COMPUTERLAND OF SILICON VALLEY	Software License and Fees	SP		3/15/2011
11-P0018195	26.08	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/15/2011
11-P0018196	462.73	S&S WORLDWIDE INC	Instructional Supplies	SP		3/15/2011
11-P0018197	277.08	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		3/15/2011
11-P0018198	797.73	CENGAGE LEARNING/ EDUC. TO GO	Instructional Supplies	SP		3/15/2011
11-P0018199	122.97	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/15/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018200	1,258.44	S&S WORLDWIDE INC	Instructional Supplies	SP		3/15/2011
11-P0018201	227.28	PARALLAX INC	Instructional Supplies	SP		3/15/2011
* 11-P0018202	504.96	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/15/2011
11-P0018203	2,058.17	SAMMONS PRESTON INC	Instructional Supplies	SP		3/15/2011
* 11-P0018204	200.02	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/15/2011
* 11-P0018205	1,367.92	SIMS ORANGE WELDING SUPPLY	Equipment - Federal Progs >200	SP		3/15/2011
11-P0018206	342.78	FOTRONIC CORP	Instructional Supplies	SP		3/15/2011
11-P0018207	16.55	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/15/2011
11-P0018208	348.87	PROGRESSIVE MEDICAL INTERNATIONAL	Instructional Supplies	SP		3/15/2011
11-P0018209	388.20	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			3/15/2011
11-P0018210	1,800.51	SEHI COMPUTER PRODUCTS	Instructional Supplies			3/15/2011
11-P0018211	250.13	COMPUTERLAND OF SILICON VALLEY	Non-Instructional Supplies	SP		3/15/2011
11-P0018212	223.03	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			3/15/2011
11-P0018213	145.72	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		3/15/2011
11-P0018214	228.35	INSIGHT MEDIA	Books, Mags & Ref Mat, Non-Lib	SP		3/15/2011
11-P0018215	300.00	CCCCSSAA CALIF COMMUNITY COLL	Inst Dues & Memberships	SP		3/15/2011
11-P0018216	679.16	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/15/2011
11-P0018217	898.00	SCANTRON CORP	Instructional Supplies	SP		3/15/2011
11-P0018218	455.80	AMERICAN EXPRESS	Conference Expenses			3/15/2011
11-P0018219	145.00	SMART & FINAL	Food and Food Service Supplies	SP		3/15/2011
11-P0018220	148.75	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/15/2011
11-P0018221	38.79	CDW GOVERNMENT INC.	Non-Instructional Supplies			3/15/2011
11-P0018222	466.83	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/15/2011
11-P0018223	1,304.50	TOTAL PHARMACY SUPPLY	Equipment - Federal Progs >200	SP		3/15/2011
11-P0018224	394.89	SODEXHO	Food and Food Service Supplies	SP		3/15/2011
11-P0018225	6,916.37	ART SUPPLY WAREHOUSE	Instructional Supplies	SP		3/15/2011
* 11-P0018226	13,141.28	TOMARK SPORTS INC	Non-Instructional Supplies	SP		3/15/2011
11-P0018227	639.45	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/15/2011
11-P0018228	182.65	ART SUPPLY WAREHOUSE	Instructional Supplies			3/15/2011
11-P0018229	377.23	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/15/2011
* 11-P0018230	1,152.98	AXZO PRESS LLC	Books, Mags & Ref Mat, Non-Lib	SP		3/15/2011
11-P0018231	556.04	MCMAHAN BUSINESS INTERIORS	Instructional Supplies	SP		3/15/2011
11-P0018232	326.26	TOWN AND COUNTRY RESORT AND CONVENTION CENT	Conference Expenses	SP		3/15/2011
11-P0018233	600.00	CASAS	Conference Expenses	SP		3/15/2011
11-P0018234	58.35	CI BUSINESS EQUIPMENT INC	Non-Instructional Supplies			3/15/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018235	1,332.19	MCMAHAN BUSINESS INTERIORS	Non-Instructional Supplies	SP		3/16/2011
11-P0018236	540.00	DUTHIE POWER SVC	Maint/Oper Service Agreements			3/16/2011
* 11-P0018237	1,353.00	KESSLER RON P	Instructional Supplies	SP		3/16/2011
11-P0018238	95.00	ALBERTSON'S	Food and Food Service Supplies	SP		3/16/2011
11-P0018239	3,034.68	NOVA SOLUTIONS INC	Equipment - Federal Progs >200	SP		3/16/2011
11-P0018240	995.06	WE DO GRAPHICS INC	Non-Instructional Supplies	SP		3/16/2011
11-P0018241	731.83	GOLD COAST TOURS	Transportation - Student	SP		3/16/2011
* 11-P0018242	129,129.00	DELL COMPUTER	Equipment - All Other > \$1,000			3/16/2011
11-P0018243	393.00	SAN DIEGO AEROSPACE MUSEUM	Fees Paid for Students	SP		3/16/2011
11-P0018244	256.00	ROMELIA MADRIGAL	Other Participant Travel Exp	SP		3/16/2011
11-P0018245	2,000.00	CALED CALIF ASSOC FOR LOCAL ECO DEV	Conference Expenses	SP		3/16/2011
11-P0018246	1,151.94	SKY & TELESCOPE	Instructional Supplies	SP		3/16/2011
11-P0018247	286.40	AMERICAN EXPRESS	Conference Expenses	SP		3/16/2011
* 11-P0018248	1,611.63	GORLITZ SEWER & DRAIN INC	Non-Instructional Supplies	SP		3/16/2011
11-P0018249	1,050.00	NIKON INC	Repair & Replacement Parts			3/16/2011
11-P0018251	313.09	WITMER VIRGINIA M	Food and Food Service Supplies	SP		3/16/2011
11-P0018252	200.00	CITY OF SANTA ANA	Rental - Other (Short-term)	SP		3/16/2011
11-P0018253	201.60	AMERICAN FENCE	Rental - Other (Short-term)			3/16/2011
11-P0018254	600.00	NELSON MELINDA E	Contracted Repair Services			3/16/2011
* 11-P0018255	3,588.89	UNISOURCE PAPER CO	Equipment - All Other > \$1,000	SP		3/16/2011
11-P0018256	85.00	FRANKLIN AIR CONDITIONING	Contracted Repair Services			3/16/2011
11-P0018257	14,795.00	DE LA TORRE COMMERCIAL	Building Improvements	SP		3/16/2011
11-P0018258	145.00	CITY OF ORANGE	Other Licenses & Fees			3/16/2011
* 11-P0018259	1,738.10	FISHER SCIENTIFIC	Instructional Supplies	SP		3/16/2011
11-P0018260	90.00	CECILIA A. ARRIAZA	Conference Expenses	SP		3/16/2011
11-P0018261	90.00	MARK A. FRANCO, JR.	Conference Expenses	SP		3/16/2011
11-P0018262	789.00	SCHOOL NEWS ROLL CALL, LLC	Advertising			3/16/2011
11-P0018263	19.95	ROLLING STONE LLC	Library Books - Periodicals			3/16/2011
11-P0018264	878.10	AMERICAN EXPRESS	Conference Expenses	SP		3/16/2011
11-P0018265	90.00	EVA C. PALOMARES	Conference Expenses	SP		3/16/2011
11-P0018266	86.25	WESTERN POWER SYSTEMS	Contracted Repair Services			3/16/2011
11-P0018267	1,240.00	LEONARD CHAIDEZ TREE SERVICE	Maint/Oper Service Agreements			3/16/2011
11-P0018268	3,087.85	D4 SOLUTIONS INC.	Equipment - Federal Progs >200	SP		3/16/2011
11-P0018269	19,800.00	COLOR NEW CO	Buildings - Contracted Svcs	SP	BOND	3/16/2011
11-P0018270	500.00	C BELOW INC	Site Improvements	SP	BOND	3/16/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018271	753.17	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP		3/16/2011
11-P0018272	460.00	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP	BOND	3/16/2011
11-P0018273	29,799.00	ORANGE COAST PLUMBING INC	Buildings - Contracted Svcs	SP	BOND	3/16/2011
11-P0018274	651.04	THOMAS J. SHINE	Instructional Supplies	SP		3/17/2011
11-P0018275	1,536.00	ORANGE COUNTY REGISTER	Buildings - Legal Expenses	SP	BOND	3/17/2011
11-P0018276	193.62	ORANGE TREE DELI & CATERING	Food and Food Service Supplies	SP		3/17/2011
11-P0018277	497.73	SIERRA WHOLESALE HARDWARE INC	Non-Instructional Supplies			3/17/2011
11-P0018278	2,452.29	MICROTECH SCIENTIFIC	Instructional Supplies	SP		3/17/2011
11-P0018279	920.70	MICROTECH SCIENTIFIC	Instructional Supplies	SP		3/17/2011
11-P0018280	12,815.00	COLLEGE BRAIN TRUST	Contracted Services			3/17/2011
11-P0018281	342.29	4 IMPRINT	Non-Instructional Supplies	SP		3/17/2011
11-P0018282	837.46	KELLY PAPER	Non-Instructional Supplies	SP		3/17/2011
11-P0018283	257.40	AMERICAN EXPRESS	Conference Expenses			3/17/2011
11-P0018284	1,712.81	MCMAHAN BUSINESS INTERIORS	Equip/Software - >\$200 <\$1,000			3/17/2011
* 11-P0018285	934.17	RAMPF GROUP INC	Equipment - Federal Progs >200	SP		3/17/2011
11-P0018286	132.37	GHC SPECIALTY BRANDS LLC	Instructional Supplies	SP		3/17/2011
* 11-P0018287	33,952.78	MCMAHAN BUSINESS INTERIORS	Non-Instructional Supplies	SP		3/18/2011
11-P0018288	800.00	PHILLIP E. YARBROUGH	Conference Expenses			3/18/2011
11-P0018289	490.00	CCLC COMMUNITY COLLEGE LEAGUE	Conference Expenses			3/18/2011
11-P0018290	490.00	CCLC COMMUNITY COLLEGE LEAGUE	Conference Expenses			3/18/2011
11-P0018291	724.78	MARRIOTT WARDMAN PARK HOTEL	Conference Expenses	SP		3/18/2011
11-P0018292	100.00	BOARD OF GOVERNORS	Conference Expenses			3/18/2011
11-P0018293	750.00	SELVIDGE NATHAN HALE	Conference Expenses			3/18/2011
11-P0018294	167.87	SAN DIEGO MARRIOTT MISSION VALLEY	Conference Expenses	SP		3/18/2011
11-P0018295	860,104.07	CITY OF ORANGE	Other Licenses & Fees	SP		3/18/2011
11-P0018296	11,991.19	SO CALIF EDISON CO	Sites - Licenses, Fees & Taxes	SP	BOND	3/18/2011
11-P0018297	9,350.00	FIELDS DEVEREAUX	Buildings - Architects Fee	SP	BOND	3/18/2011
11-P0018298	600.80	AMERICAN EXPRESS	Conference Expenses	SP		3/18/2011
11-P0018299	700.00	BRIAN E. CONLEY	Conference Expenses			3/18/2011
11-P0018300	214.40	AMERICAN EXPRESS	Conference Expenses	SP		3/18/2011
* 11-P0018301	2,240.79	MCMAHAN BUSINESS INTERIORS	Equipment - Modular Furniture	SP		3/21/2011
11-P0018302	90.00	WESTED	Conference Expenses	SP		3/21/2011
11-P0018303	375.00	RP GROUP	Conference Expenses	SP		3/21/2011
11-P0018304	4,800.23	MEDCO SPORTS MEDICINE AND	Instructional Supplies	SP		3/21/2011
11-P0018305	230.09	DELL COMPUTER	Non-Instructional Supplies			3/21/2011

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018306	550.28	MCPAHAN BUSINESS INTERIORS	Equipment - Federal Progs >200	SP		3/16/2011
11-P0018307	385.83	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	SP		3/21/2011
11-P0018309	458.06	AMSCO SCHOOL PUBLICATIONS	Instructional Supplies	SP		3/21/2011
11-P0018310	717.10	GUNTHER'S ATHLETIC SVC	Instructional Supplies	SP		3/21/2011
11-P0018311	472.28	DELL COMPUTER	Equip/Software - >\$200 <\$1,000			3/21/2011
11-P0018312	978.83	CTB MCGRAW HILL	Books, Mags & Ref Mat, Non-Lib	SP		3/21/2011
11-P0018313	2,909.67	CENGAGE LEARNING/ EDUC. TO GO	Instructional Supplies	SP		3/21/2011
11-P0018314	184.97	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		3/21/2011
11-P0018315	600.17	GUNTHER'S ATHLETIC SVC	Instructional Supplies	SP		3/21/2011
* 11-P0018316	2,768.25	VWR INTERNATIONAL, LLC	Instructional Supplies	SP		3/21/2011
11-P0018317	184.51	CENGAGE LEARNING/ EDUC. TO GO	Books, Mags & Ref Mat, Non-Lib	SP		3/21/2011
11-P0018318	530.11	JIST PUB	Instructional Supplies	SP		3/21/2011
11-P0018319	3,406.46	RABUN'S AUTO GLASS	Contracted Repair Services			3/21/2011
11-P0018320	1,231.05	PALOMO & MUNIZ	Reproduction/Printing Expenses	SP		3/21/2011
11-P0018321	345.83	PALOMO & MUNIZ	Reproduction/Printing Expenses	SP		3/21/2011
11-P0018322	1,229.47	WARD'S NATURAL SCIENCE	Instructional Supplies	SP		3/21/2011
11-P0018323	354.83	APOTHECARY PRODUCTS INC	Instructional Supplies	SP		3/21/2011
11-P0018324	10,066.84	TURNING TECHNOLOGIES LLC	Instructional Supplies	SP		3/21/2011
11-P0018325	1,049.00	STATE OF CALIFORNIA	Fingerprinting			3/21/2011
11-P0018326	2,500.00	RSD REFRIGERATION SUPPLIES	Repair & Replacement Parts			3/21/2011
11-P0018327	1,960.22	ACT	Reproduction/Printing Expenses	SP		3/21/2011
11-P0018328	500.00	COUNTY AUTO & BOAT UPHOLSTERY	Contracted Repair Services			3/21/2011
11-P0018329	6,000.00	UNITED AUTOMOTIVE SVC INC	Contracted Repair Services			3/21/2011
11-P0018330	500.00	PESTAL PETER A.	Contracted Repair Services			3/21/2011
11-P0018331	500.00	PETE'S ROAD SVC	Contracted Repair Services			3/21/2011
11-P0018332	928.40	WARD'S NATURAL SCIENCE	Instructional Supplies	SP		3/21/2011
11-P0018333	545.80	BARNES & NOBLE INC	Instructional Supplies	SP		3/21/2011
11-P0018334	2,469.38	DIVERSIFIED BUSINESS SVCS	Non-Instructional Supplies	SP		3/21/2011
11-P0018335	492.94	D3 SPORTS INC.	Instructional Supplies	SP		3/21/2011
11-P0018336	127.50	FRANKLIN AIR CONDITIONING	Contracted Repair Services			3/21/2011
11-P0018337	325.00	PYRO-COMM SYSTEMS INC	Contracted Repair Services			3/21/2011
11-P0018338	166.56	MEDCO SPORTS MEDICINE AND	Instructional Supplies	SP		3/21/2011
11-P0018339	250.00	LECTRA SYSTEMS INC	Software Support Service	SP		3/21/2011
11-P0018340	278.94	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		3/22/2011
11-P0018341	276.31	HEALTH CARE LOGISTICS INC	Instructional Supplies	SP		3/22/2011

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018342	616.81	SIGMA ALDRICH INC	Instructional Supplies	SP		3/22/2011
11-P0018343	706.15	FISHER SCIENTIFIC	Instructional Supplies	SP		3/22/2011
11-P0018344	163.06	MOORE MEDICAL CORP	Non-Instructional Supplies	SP		3/22/2011
11-P0018345	798.18	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		3/22/2011
11-P0018346	121.74	KAPLAN	Instructional Supplies	SP		3/22/2011
11-P0018347	1,857.75	DELL COMPUTER	Equipment - All Other > \$1,000	SP		3/22/2011
11-P0018348	364.10	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		3/22/2011
11-P0018349	75.38	SHOP ANATOMICAL INC	Instructional Supplies	SP		3/22/2011
11-P0018350	582.41	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	SP		3/22/2011
11-P0018351	1,548.30	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		3/22/2011
11-P0018352	436.49	MODERN BIOLOGY INC	Instructional Supplies	SP		3/22/2011
11-P0018353	541.62	VWR INTERNATIONAL, LLC	Instructional Supplies	SP		3/22/2011
11-P0018354	978.75	SPORTS PAGE SOCCER WAREHOUSE	Instructional Supplies	SP		3/22/2011
11-P0018355	411.31	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		3/22/2011
11-P0018356	639.45	SPORTS PAGE SOCCER WAREHOUSE	Instructional Supplies	SP		3/22/2011
11-P0018357	526.10	DELL COMPUTER	Equip/Software - >\$200 <\$1,000			3/22/2011
11-P0018358	834.18	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies			3/22/2011
11-P0018359	936.89	THINK 4 INC COM	Instructional Supplies	SP		3/22/2011
* 11-P0018360	456.15	B & H PHOTO VIDEO INC	Equip/Software - >\$200 <\$1,000	SP		3/22/2011
11-P0018361	396.58	TOSHIBA BUSINESS SOLUTIONS	Non-Instructional Supplies			3/22/2011
* 11-P0018362	267.12	DELL COMPUTER	Non-Instructional Supplies			3/22/2011
11-P0018363	793.40	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/22/2011
11-P0018364	658.20	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/22/2011
11-P0018365	1,200.00	SPECTRUM INFORMATION SVCS	Reproduction/Printing Expenses			3/22/2011
11-P0018366	3,422.91	FREESTYLE SALES CO INC	Instructional Supplies	SP		3/22/2011
11-P0018367	778.59	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/22/2011
11-P0018368	201.06	BARNES & NOBLE INC	Instructional Supplies	SP		3/22/2011
11-P0018369	749.90	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/22/2011
11-P0018370	500.00	SCR TTC SO CALIF REGIONAL TRANSIT	Inst Dues & Memberships			3/22/2011
11-P0018371	2,729.09	BARNES & NOBLE INC	Books, Mags & Ref Mat, Non-Lib	SP		3/22/2011
11-P0018372	195.00	CACCRAO CALIF ASSOC OF COMMUNITY	Conference Expenses			3/22/2011
11-P0018373	210.00	MISKOVIC LINDA S	Conference Expenses			3/22/2011
11-P0018374	891.75	WE DO GRAPHICS INC	Reproduction/Printing Expenses			3/22/2011
11-P0018375	66.44	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		3/22/2011
11-P0018376	377.79	ECONOLIGHT	Repair & Replacement Parts			3/22/2011

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018377	1,173.82	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		3/22/2011
* 11-P0018378	543.70	THINK 4 INC COM	Instructional Supplies	SP		3/22/2011
11-P0018379	1,800.00	RP GROUP	Contracted Services	SP		3/22/2011
11-P0018380	900.00	MOUNTAIN MEASUREMENT INC	Books, Mags & Ref Mat, Non-Lib	SP		3/22/2011
11-P0018381	583.32	EDGEWISE MEDIA INC	Non-Instructional Supplies			3/22/2011
11-P0018382	444.78	CREATION ENGINE INC	Instructional Software	SP		3/22/2011
11-P0018383	6,931.00	CPP CONSULTING PSYCHOLOGISTS PRESS	Instructional Supplies	SP		3/22/2011
11-P0018384	561.51	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies			3/22/2011
11-P0018385	375.89	WORLD TRADE PRESS	Books, Mags & Ref Mat, Non-Lib	SP		3/22/2011
11-P0018386	3,915.00	DAVIS BARBER PRODUCTIONS	Contracted Services	SP		3/22/2011
11-P0018387	74.90	HIGHSMITH CO INC	Non-Instructional Supplies	SP		3/22/2011
11-P0018388	121.14	TAB PRODUCTS CO	Non-Instructional Supplies	SP		3/22/2011
* 11-P0018389	5,944.32	PRINTGLOBE	Non-Instructional Supplies	SP		3/22/2011
11-P0018390	190.83	WESTMONT HOSPITALITY GROUP	Conference Expenses	SP		3/22/2011
11-P0018391	195.00	BOARD OF GOVERNORS	Conference Expenses	SP		3/22/2011
11-P0018392	25.00	MY LE T. PHAM	Instructional Supplies	SP		3/22/2011
11-P0018393	277.40	GALE GROUP	Library Books			3/22/2011
11-P0018394	64.21	MIDWEST LIBRARY SVC	Library Books	SP		3/22/2011
11-P0018395	6,041.18	BENNER METALS CORP	Instructional Supplies	SP		3/22/2011
11-P0018396	195.00	CORNER BAKERY	Food and Food Service Supplies	SP		3/22/2011
* 11-P0018397	4,426.07	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		3/22/2011
11-P0018398	137.24	XEROX CORP	Instructional Supplies	SP		3/22/2011
11-P0018399	1,442.03	TROXELL COMM INC	Instructional Supplies			3/22/2011
11-P0018400	646.55	CDW GOVERNMENT INC.	Equipment - Federal Progs >200	SP		3/22/2011
11-P0018401	573.38	HOUGHTON MIFFLIN HARCOURT PUBL	Instructional Supplies	SP		3/22/2011
11-P0018402	1,539.87	CENGAGE LEARNING/ EDUC. TO GO	Instructional Supplies	SP		3/22/2011
* 11-P0018403	871.96	EZ UP DIRECT COM	Equipment - Federal Progs >200	SP		3/22/2011
11-P0018404	351.13	MURPHY PRINTING CO	Non-Instructional Supplies			3/22/2011
11-P0018405	1,355.58	MFAC, LLC	Instructional Supplies	SP		3/22/2011
11-P0018406	737.75	ALLSTAR FIRE EQUIPMENT	Instructional Supplies	SP		3/22/2011
11-P0018407	7,056.51	MCKESSON GENERAL MEDICAL CORP	Instructional Supplies	SP		3/22/2011
11-P0018408	524.38	CAL MED DIVERSIFIED INC	Instructional Supplies	SP		3/22/2011
11-P0018409	2,178.07	MFAC, LLC	Instructional Supplies	SP		3/22/2011
11-P0018410	996.33	LN CURTIS & SONS	Instructional Supplies	SP		3/22/2011
11-P0018411	739.50	IMAGE PRINTING SOLUTIONS	Non-Instructional Supplies	SP		3/22/2011

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
* 11-P0018412	2,492.50	ROSE BRAND WIPERS	Non-Instructional Supplies	SP		3/22/2011
11-P0018413	2,796.00	QUICKSTART INTELLIGENCE	Conference Expenses			3/22/2011
11-P0018414	2,796.00	QUICKSTART INTELLIGENCE	Conference Expenses			3/22/2011
11-P0018415	569.62	ULINE	Non-Instructional Supplies			3/22/2011
11-P0018416	286.24	WESTMONT HOSPITALITY GROUP	Conference Expenses	SP		3/22/2011
11-P0018417	392.40	AMERICAN EXPRESS	Conference Expenses	SP		3/28/2011
11-P0018418	595.00	SIRIUS INFORMATION	Conference Expenses			3/28/2011
11-P0018419	2,586.59	XPEDX PAPER CO	Non-Instructional Supplies			3/28/2011
* 11-P0018420	1,653.52	GLORIA GUZMAN	Postage	SP		3/28/2011
11-P0018422	677.41	CDW GOVERNMENT INC.	Equip/Software - >\$200 <\$1,000			3/28/2011
* 11-P0018423	351.79	BARNES & NOBLE INC	Non-Instructional Supplies			3/28/2011
11-P0018424	1,520.33	IMAGINE PRODUCTS INC	Equip/Software - >\$200 <\$1,000	SP		3/28/2011
11-P0018425	2,956.00	QUICKSTART INTELLIGENCE	Conference Expenses			3/28/2011
11-P0018426	610.00	SERGIO OKLANDER	Conference Expenses	SP		3/28/2011
11-P0018427	2,387.91	APPLE COMPUTER INC	Equipment - All Other > \$1,000			3/29/2011
11-P0018428	284.60	CDW GOVERNMENT INC.	Instructional Supplies	SP		3/29/2011
11-P0018429	1,258.06	DELL COMPUTER	Equipment - Federal Progs >200	SP		3/29/2011
11-P0018430	563.75	GOENGINEER	Equipment - Federal Progs >200	SP		3/29/2011
11-P0018432	135.06	XEROX CORP	Non-Instructional Supplies			3/29/2011
11-P0018433	10,365.18	ALLSTAR FIRE EQUIPMENT	Instructional Supplies	SP		3/29/2011
11-P0018434	8,306.56	CAL MED DIVERSIFIED INC	Instructional Supplies	SP		3/29/2011
11-P0018435	304.49	SEARS	Equip/Software - >\$200 <\$1,000	SP		3/29/2011
11-P0018436	1,258.06	DELL COMPUTER	Equipment - Federal Progs >200	SP		3/29/2011
11-P0018437	698.18	B & H PHOTO VIDEO INC	Equipment - Federal Progs >200	SP		3/29/2011
11-P0018438	15,449.16	DELL COMPUTER	Equipment - All Other > \$1,000	SP		3/29/2011
11-P0018439	387.35	C & H DISTRIBUTORS INC	Non-Instructional Supplies			3/29/2011
11-P0018440	397.54	EDGEWISE MEDIA INC	Instructional Supplies	SP		3/29/2011
11-P0018441	4,079.83	APPLE COMPUTER INC	Equipment - All Other > \$1,000	SP		3/29/2011
* 11-P0018442	3,503.93	ONE SOURCE PRINT SOLUTIONS	Reproduction/Printing Expenses	SP		3/29/2011
11-P0018443	1,010.63	DELL COMPUTER	Non-Instructional Supplies	SP		3/29/2011
11-P0018444	177.24	CDW GOVERNMENT INC.	Instructional Supplies	SP		3/29/2011
11-P0018445	911.32	APPLE COMPUTER INC	Equip/Software - >\$200 <\$1,000	SP		3/29/2011
11-P0018446	2,960.39	DELL COMPUTER	Repair & Replacement Parts			3/29/2011
11-P0018447	674.01	SEHI COMPUTER PRODUCTS	Equip/Software - >\$200 <\$1,000			3/29/2011
11-P0018448	390.63	BEST BUY	Equip/Software - >\$200 <\$1,000	SP		3/29/2011

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018449	1,464.37	B & H PHOTO VIDEO INC	Instructional Supplies	SP		3/29/2011
11-P0018450	524.90	CDW GOVERNMENT INC.	Equip/Software - >\$200 <\$1,000			3/29/2011
11-P0018451	1,375.17	DELL COMPUTER	Equipment - Technology >\$1,000	SP		3/29/2011
11-P0018452	390.16	DELL COMPUTER	Non-Instructional Supplies			3/29/2011
11-P0018453	1,371.31	VENDINI INC	Equipment - All Other > \$1,000	SP		3/29/2011
* 11-P0018454	591.60	HEWLETT PACKARD CO	Non-Instructional Supplies	SP		3/29/2011
11-P0018455	10,383.41	DELL COMPUTER	Equipment - All Other > \$1,000			3/29/2011
11-P0018456	95.70	COMPUTERLAND OF SILICON VALLEY	Software License and Fees	SP		3/29/2011
11-P0018457	207.50	DELL COMPUTER	Non-Instructional Supplies	SP		3/29/2011
11-P0018458	1,905.30	COMPUTERLAND OF SILICON VALLEY	Software License and Fees			3/29/2011
* 11-P0018459	1,443.51	SEHI COMPUTER PRODUCTS	Equip/Software - >\$200 <\$1,000	SP		3/29/2011
11-P0018460	10,994.63	COMPUTERLAND OF SILICON VALLEY	Software License and Fees	SP		3/29/2011
11-P0018461	2,845.89	DELL COMPUTER	Equipment - All Other > \$1,000	SP		3/29/2011
11-P0018462	910.71	PINNACLE RADIO INC	Non-Instructional Supplies	SP		3/29/2011
11-P0018463	5,691.79	DELL COMPUTER	Equipment - Federal Progs >200	SP		3/29/2011
11-P0018464	570.88	B & H PHOTO VIDEO INC	Equip/Software - >\$200 <\$1,000	SP		3/29/2011
11-P0018465	2,175.00	PACIFIC COLLEGE TESTING	Software License and Fees	SP		3/29/2011
* 11-P0018466	853.22	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		3/29/2011
11-P0018467	53,819.51	AT & T	Equipment - All Other > \$1,000			3/29/2011
11-P0018468	285.00	ACBO ASSOC OF CHIEF	Conference Expenses			3/29/2011
11-P0018469	1,824.83	HEWLETT PACKARD CO	Equip/Software - >\$200 <\$1,000	SP		3/29/2011
11-P0018470	1,347.42	CDW GOVERNMENT INC.	Equipment - All Other > \$1,000	SP		3/29/2011
11-P0018471	3,547.15	HEWLETT PACKARD CO	Equipment - Federal Progs >200	SP		3/29/2011
11-P0018472	513.34	CDW GOVERNMENT INC.	Non-Instructional Supplies			3/29/2011
11-P0018473	2,496.98	SEHI COMPUTER PRODUCTS	Equipment - All Other > \$1,000	SP		3/29/2011
11-P0018474	392.40	AMERICAN EXPRESS	Conference Expenses			3/30/2011
* 11-P0018475	1,150.00	PACIFIC COACHWAYS CHARTER	Transportation - Student	SP		3/30/2011
11-P0018476	1,011.56	NOVA SOLUTIONS INC	Equipment - All Other > \$1,000	SP		3/30/2011
* 11-P0018477	220.00	MCMAHAN BUSINESS INTERIORS	Equipment - All Other > \$1,000	SP		3/30/2011
11-P0018478	2,935.43	FISHER SCIENTIFIC	Equip/Software - >\$200 <\$1,000	SP	BOND	3/30/2011
11-P0018479	1,026.34	JAY'S CATERING	Food and Food Service Supplies	SP		3/30/2011
* 11-P0018480	1,003.54	CDW GOVERNMENT INC.	Equip/Software - >\$200 <\$1,000	SP		3/30/2011
* 11-P0018481	590.30	CDW GOVERNMENT INC.	Non-Instructional Supplies	SP		3/30/2011
11-P0018482	53.06	BULB DIRECT	Instructional Supplies			3/30/2011
* 11-P0018483	3,963.94	AMERICAN METAL ENGINEERING LLC	Non-Instructional Supplies	SP		3/30/2011

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11-P0018484	4,160.98	RESILIENT COMMUNICATIONS INC	Software License and Fees			3/30/2011
11-P0018485	1,503.15	D4 SOLUTIONS INC.	Contracted Services	SP		3/30/2011
* 11-P0018486	1,633.00	CITY OF VERNON	Instructional Agmt - Salary			3/30/2011
11-P0018487	600.00	KORDIS JOEL	Contracted Services	SP		4/1/2011
11-P0018488	5,600.00	DAVIS NANCY J	Contracted Services	SP		4/1/2011
* 11-P0018489	7,100.00	SHEWARD & SON & SONS	Contracted Services	SP		4/1/2011
* 11-P0018490	2,856.00	CITY OF COSTA MESA	Instructional Agmt - Salary			4/1/2011
* 11-P0018491	5,740.00	CITY OF UPLAND	Instructional Agmt - Salary			4/1/2011
* 11-P0018492	3,285.00	SAN BERNARDINO COUNTY	Instructional Agmt - Salary			4/1/2011
11-P0018493	540.05	APCO GRAPHICS INC	Building Improvements	SP	BOND	4/1/2011
11-P0018494	221.38	POWER PLUS	Contracted Repair Services			4/1/2011
11-P0018495	596.35	DAY LITE MAINTENANCE CO INC	Contracted Repair Services			4/1/2011
11-P0018496	2,218.44	AMERICAN FENCE	Rental - Other (Short-term)			4/1/2011
11-P0018497	190.03	ACTION DOOR CONTROLS INC	Contracted Repair Services			4/1/2011
11-P0018498	225.00	STATE OF CALIF	Other Licenses & Fees			4/1/2011
11-P0018499	1,000.00	THINN JOSEPH DONALD	Repair & Replacement Parts			4/1/2011
11-P0018500	100.00	ALBERTSON'S	Food and Food Service Supplies	SP		4/1/2011
11-P0018501	125.00	DON BOOKSTORE	Non-Instructional Supplies	SP		4/1/2011
11-P0018502	101.31	FRANKLIN AIR CONDITIONING	Contracted Repair Services			4/1/2011
11-P0018503	1,500.00	AMERICAN REPROGRAPHICS CO LLC	Buildings - Blueprint/Reprod	SP	BOND	4/4/2011
11-P0018504	25,225.00	STUDICA INC	Software License and Fees	SP		4/4/2011
11-P0018505	646.23	AMERICAN EXPRESS	Conference Expenses	SP		4/4/2011
11-P0018506	178.96	AUTOMOTIVE ELECTRONIC SVCS	Instructional Software			4/4/2011
11-P0018507	158.22	HEWLETT PACKARD CO	Non-Instructional Supplies	SP		4/4/2011
11-P0018508	5,284.12	XPEDX PAPER CO	Non-Instructional Supplies	SP		4/4/2011
11-P0018509	4,254.30	UNISOURCE PAPER CO	Non-Instructional Supplies			4/5/2011
11-P0018510	1,059.99	MCMAHAN BUSINESS INTERIORS	Equipment - Federal Progs >200	SP		4/5/2011
11-P0018511	797.94	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		4/5/2011
11-P0018512	4,797.63	APPLE COMPUTER INC	Equipment - All Other > \$1,000			4/5/2011
11-P0018513	46.98	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		4/5/2011
11-P0018514	284.91	AED SUPERSTORE	Equip/Software - >\$200 <\$1,000	SP		4/5/2011
11-P0018515	300.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/5/2011
11-P0018516	996.15	APPLE COMPUTER INC	Equip/Software - >\$200 <\$1,000			4/5/2011
11-P0018517	70.80	CAREER COMM INC	Books, Mags & Ref Mat, Non-Lib	SP		4/5/2011
11-P0018518	187.94	CDW GOVERNMENT INC.	Instructional Supplies	SP		4/5/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018519	2,241.34	APPLE COMPUTER INC	Equip/Software - >\$200 <\$1,000			4/5/2011
11-P0018520	476.19	GOLD COAST TOURS	Transportation - Student	SP		4/5/2011
11-P0018521	862.64	SEHI COMPUTER PRODUCTS	Equip/Software - >\$200 <\$1,000	SP		4/5/2011
11-P0018522	210.17	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/5/2011
11-P0018523	158.12	SEARS	Instructional Supplies	SP		4/5/2011
11-P0018524	273.90	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		4/5/2011
11-P0018525	114.19	SCHICK RECORDS MGMT	Non-Instructional Supplies	SP		4/5/2011
11-P0018526	4,663.38	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		4/5/2011
11-P0018527	134.58	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/5/2011
* 11-P0018528	890.35	CENGAGE LEARNING/ EDUC. TO GO	Books, Mags & Ref Mat, Non-Lib	SP		4/5/2011
11-P0018529	3,074.09	DELL COMPUTER	Equipment - All Other > \$1,000			4/5/2011
11-P0018530	1,373.03	VANTEC	Equipment - Federal Progs >200	SP		4/5/2011
* 11-P0018531	2,243.51	DON BOOKSTORE	Books, Mags & Ref Mat, Non-Lib	SP		4/5/2011
* 11-P0018532	6,291.04	APPLE COMPUTER INC	Instructional Supplies	SP		4/5/2011
11-P0018533	13,573.37	DELL COMPUTER	Equipment - Federal Progs >200	SP		4/5/2011
11-P0018534	567.36	FRY'S ELECTRONICS	Instructional Supplies	SP		4/5/2011
* 11-P0018535	579.96	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		4/5/2011
* 11-P0018536	1,527.99	APPLE COMPUTER INC	Non-Instructional Supplies			4/5/2011
11-P0018537	179.05	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/5/2011
11-P0018538	1,534.94	AMERICAN RED CROSS	Non-Instructional Supplies	SP		4/5/2011
* 11-P0018539	818.36	APPLE COMPUTER INC	Equipment - Federal Progs >200	SP		4/5/2011
11-P0018540	964.66	SOS SURVIVAL PRODUCTS	Non-Instructional Supplies			4/5/2011
11-P0018541	6,243.75	TECH SMITH CORP	Software License and Fees	SP		4/5/2011
* 11-P0018542	14,829.16	TROXELL COMM INC	Instructional Supplies	SP		4/5/2011
* 11-P0018543	920.20	APPLE COMPUTER INC	Equipment - Federal Progs >200	SP		4/5/2011
11-P0018544	1,124.25	PORTACRAFT INC	Non-Instructional Supplies			4/5/2011
11-P0018545	45.89	GAYLORD BROS	Instructional Supplies	SP		4/5/2011
11-P0018546	167.00	COMPUTERLAND OF SILICON VALLEY	Software License and Fees	SP		4/5/2011
11-P0018547	1,570.64	D4 SOLUTIONS INC.	Contracted Services	SP		4/5/2011
11-P0018549	7,610.73	FRANKLIN AIR CONDITIONING	Contracted Repair Services			4/5/2011
11-P0018550	550.00	VIETNAM CALIFORNIA RADIO, INC.	Advertising	SP		4/5/2011
* 11-P0018551	1,906.68	THE ROBOT MARKETPLACE	Instructional Supplies	SP		4/5/2011
11-P0018552	2,956.25	ADVANCED TECHNIQX INC	Equipment - Software > \$1,000			4/5/2011
11-P0018553	695.96	HOBBY PEOPLE	Instructional Supplies	SP		4/5/2011
11-P0018554	97.00	SIMPSON WILLIAM J	Instructional Supplies	SP		4/5/2011

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018555	362.53	HERFF JONES INC.	Non-Instructional Supplies	SP		4/5/2011
11-P0018556	325.00	PYRO-COMM SYSTEMS INC	Contracted Repair Services			4/5/2011
11-P0018557	103,999.00	DON BOOKSTORE	Books Paid for Students	SP		4/6/2011
11-P0018558	1,025.06	NATIONAL SPORTS APPAREL LLC	Instructional Supplies	SP		4/6/2011
11-P0018559	148.33	UNITED STATES COUNCIL FOR INTERNATIONAL BUS	Instructional Supplies	SP		4/6/2011
11-P0018560	248.03	CP BOURG INC	Non-Instructional Supplies			4/6/2011
11-P0018561	907.50	THE WRIGHT GROUP INC	Legal Expenses			4/6/2011
11-P0018562	554.45	HER OWN WORDS LLC	Non-Instructional Supplies	SP		4/6/2011
11-P0018563	1,551.73	BALANCED BODY INC	Equipment - All Other > \$1,000	SP		4/6/2011
11-P0018564	347.78	KENDOO TECHNOLOGY INC	Instructional Supplies	SP		4/6/2011
11-P0018565	7,500.00	AON CONSULTING INC	Contracted Services			4/6/2011
11-P0018566	1,695.49	ORANGE COAST PLUMBING INC	Contracted Repair Services	SP		4/6/2011
11-P0018567	1,425.00	ORANGE COAST PLUMBING INC	Contracted Repair Services	SP		4/6/2011
11-P0018568	1,068.84	FRANK'S LOCKS & DOOR CLOSERS INC.	Repair & Replacement Parts			4/6/2011
11-P0018569	164.00	GMS ELEVATOR	Contracted Repair Services			4/7/2011
11-P0018570	4,973.37	ORANGE COAST PLUMBING INC	Contracted Repair Services	SP		4/7/2011
11-P0018571	1,550.00	NAEYC	Other Licenses & Fees	SP		4/7/2011
11-P0018572	500.00	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	4/7/2011
11-P0018573	46,300.00	SOUTHLAND INDUSTRIES	Buildings - Contracted Svcs	SP	BOND	4/7/2011
11-P0018574	700.00	BLYTHECO LLC	Contracted Services			4/7/2011
11-P0018575	385.80	AMERICAN EXPRESS	Conference Expenses	SP		4/7/2011
11-P0018576	22,327.56	INTELECOM	Other Licenses & Fees			4/7/2011
11-P0018577	1,512.00	COUNTY OF ORANGE	Sites - Licenses, Fees & Taxes	SP	BOND	4/7/2011
11-P0018578	1,184.26	CITY OF SANTA ANA	Sites - Licenses, Fees & Taxes	SP	BOND	4/7/2011
11-P0018579	73.37	XPEDX PAPER CO	Non-Instructional Supplies			4/7/2011
11-P0018580	234.25	BADGE EXPRESS	Non-Instructional Supplies	SP		4/8/2011
11-P0018581	110.08	AMERICAN CHEMICAL SOCIETY	Instructional Supplies	SP		4/8/2011
11-P0018582	226.00	PROQUEST LLC	Internet Services			4/8/2011
11-P0018583	319.46	MIDWEST LIBRARY SVC	Library Books	SP		4/8/2011
11-P0018584	373.76	CORNER BAKERY	Food and Food Service Supplies	SP		4/8/2011
11-P0018585	350.83	GALE GROUP	Library Books			4/8/2011
11-P0018586	6,000.00	MIDWEST LIBRARY SVC	Library Books	SP		4/8/2011
11-P0018587	389.46	WITMER PUBLIC SAFETY GROUP INC	Instructional Supplies	SP		4/8/2011
11-P0018588	300.00	LYTTON PERRY	Instructional Supplies	SP		4/8/2011
11-P0018589	758.81	HOUGHTON MIFFLIN HARCOURT PUBL	Books, Mags & Ref Mat, Non-Lib	SP		4/8/2011

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5.16(13)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018590	138.15	JOHN WILEY & SONS	Non-Instructional Supplies	SP		4/8/2011
11-P0018591	300.09	HOUGHTON MIFFLIN HARCOURT PUBL	Books, Mags & Ref Mat, Non-Lib	SP		4/8/2011
11-P0018592	561.02	KLAI-CO IDENTIFICATION PRODUCT INC	Non-Instructional Supplies	SP		4/8/2011
11-P0018593	3,367.68	PEARSON ED	Books, Mags & Ref Mat, Non-Lib	SP		4/8/2011
11-P0018594	2,349.00	COMPASS PUBLISHING	Books, Mags & Ref Mat, Non-Lib	SP		4/8/2011
11-P0018595	2,458.20	MCGRAW HILL CONTEMPORARY	Books, Mags & Ref Mat, Non-Lib	SP		4/8/2011
11-P0018596	2,337.88	HOUGHTON MIFFLIN HARCOURT PUBL	Books, Mags & Ref Mat, Non-Lib	SP		4/8/2011
11-P0018597	688.16	SCANTRON CORP	Non-Instructional Supplies	SP		4/8/2011
11-P0018598	42.57	BARNES & NOBLE INC	Books, Mags & Ref Mat, Non-Lib	SP		4/8/2011
11-P0018600	418.75	MCKESSON GENERAL MEDICAL CORP	Non-Instructional Supplies	SP		4/8/2011
11-P0018601	1,000.00	DON BOOKSTORE	Supplies Paid for Students	SP		4/8/2011
11-P0018602	1,262.86	FREEDOM SCIENTIFIC BLV GROUP	Software License and Fees	SP		4/8/2011
11-P0018603	761.00	HOBART INSTITUTE OF WELDING	Books, Mags & Ref Mat, Non-Lib	SP		4/8/2011
* 11-P0018604	7,434.64	APPLE COMPUTER INC	Equip/Software - >\$200 <\$1,000	SP		4/8/2011
11-P0018605	37,500.00	DON BOOKSTORE	Other Exp Paid for Students	SP		4/8/2011
11-P0018606	764.70	TOWNSEND PRESS	Books, Mags & Ref Mat, Non-Lib	SP		4/8/2011
* 11-P0018607	1,852.07	APPLE COMPUTER INC	Instructional Supplies	SP		4/8/2011
11-P0018608	434.15	BARNES & NOBLE INC	Instructional Supplies	SP		4/8/2011
11-P0018609	4,845.76	DELL COMPUTER	Equipment - Federal Progs >200	SP		4/8/2011
* 11-P0018610	2,834.10	APPLE COMPUTER INC	Instructional Supplies	SP		4/8/2011
11-P0018611	192.23	MCGRAW HILL CONTEMPORARY	Books, Mags & Ref Mat, Non-Lib	SP		4/8/2011
* 11-P0018612	7,466.21	CALIF WESTERN VISUALS	Non-Instructional Supplies	SP		4/8/2011
11-P0018613	469.37	BARNES & NOBLE INC	Books, Mags & Ref Mat, Non-Lib	SP		4/8/2011
11-P0018614	947.63	OXFORD UNIV PRESS	Instructional Supplies	SP		4/8/2011
11-P0018615	352.68	CAMBRIDGE UNIV PRESS	Instructional Supplies	SP		4/8/2011
11-P0018616	480.00	AMERICAN RED CROSS	Instructional Supplies	SP		4/8/2011
11-P0018617	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/8/2011
11-P0018618	305.83	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			4/8/2011
11-P0018619	8,365.94	DRE	Equipment - Federal Progs >200	SP		4/8/2011
11-P0119315	65,932.62	NEXUS IS INC	Software Support Service			4/1/2011
11-P0119316	20,000.00	AGIAC ASIAN GANG INVESTIGATION	Instructional Agrmt - Salary			4/7/2011
Grand Total:		\$2,196,775.24				

Legend: * = Multiple Accounts for this P.O. SP = Special Project

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MARCH 13, 2011 THROUGH APRIL 9, 2011
BOARD MEETING OF APRIL 25, 2011**

P.O. #	Amount	Description	Department	Comment
11-P0018242	\$129,129.00	Avamar storage license including quickstart service and enhanced software maintenance and support	DO-ITS	Purchased from the Western State Contracting Alliance (WSCA) Master Price Agreement #B27160 Board approved: November 16, 2009
11-P0018269	\$19,800.00	Painting of interior doors including (5) offices damaged by water leakage at Centennial Education Center	DO-Facility Planning	Received Quotations: 1) *Color New Co. 2) De La Torre Commercial Interiors, Inc. *Successful Bidder
11-P0018273	\$29,799.00	Re-route food service drain lines into new grease separator at Santa Ana College cafeteria	DO-Facility Planning	Received Quotations: 1) *Orange Coast Plumbing Inc. 2) Empire 3) Success Systems Unlimited *Successful Bidder
11-P0018287	\$33,952.78	Classroom tables and chairs for Santa Ana College, Building U-201A & B	SAC-Administrative Services	Bid #1043 Board approved: May 14, 2007
11-P0018295	\$860,104.07	Fees to the City of Orange associated with the street improvements along Santiago Canyon Road at Cannon Street for Santiago Canyon College	DO-Facility Planning	Board approved: March 14, 2011
11-P0018438	\$15,449.16	Dell computers and related components for Student Services and Counseling departments at Santa Ana College	SAC-Administrative Services	Purchased from the Western State Contracting Alliance (WSCA) Master Price Agreement #B27160 Board approved: November 16, 2009

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MARCH 13, 2011 THROUGH APRIL 9, 2011
BOARD MEETING OF APRIL 25, 2011**

P.O. #	Amount	Description	Department	Comment
11-P0018467	\$53,819.51	Cisco network switches	DO-ITS	Purchased from the Calnet 2 MSA's Agreement Board approved: May 27, 2008
11-P0018504	\$25,225.00	Autodesk Master Suite 2011 license and 25 AutoCad Inventor Professional Suite Education subscriptions	SAC-Business Division	Studica Inc. is the only reseller for Autodesk software products to educational institutions located in California
11-P0018557	\$103,999.00	Spring 2011 book vouchers for EOPS students	SAC-EOPS	
11-P0018573	\$46,300.00	Professional services to investigate the cause and identify deficiencies of HVAC system in the Science Building at Santiago Canyon College	DO-Facility Planning	Board approved: February 22, 2011
11-P0018576	\$22,327.56	Enrollment assessment fee for 2011/2012 fiscal year	SAC-Distance Education	
11-P0018605	\$37,500.00	Spring 2011 bus passes for EOPS students	SAC-EOPS	
11-P0119315	\$65,932.62	Three year Ironport software support including email bundle, dual appliance, anti-spam, anti-virus, virus outbreak filters, centralized management and platinum support	DO-ITS	Received Quotations: 1) *Nexus IS, Inc 2) Bear Data Solutions 3) AT&T *Successful Bidder
11-P0119316	\$20,000.00	Instructional agreement related to law enforcement training	OC-Sheriff's Regional Training Academy	Board approved: June 21, 2010

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Human Resources and Educational Services

To: Board of Trustees	Date: April 25, 2011
Re: First Reading of New and Revised Board Policies	
Action: Information	

BACKGROUND

The Board Policy Committee met on March 29, 2011 and reviewed 15 board policies. The committee is recommending the adoption of eight new policies and revisions to seven other policies.

ANALYSIS

These policies were reviewed and the subsequent recommendations are:

- BP 9002.1 (new) – Conflict of Interest
- BP 9005 (revised) – Vacancies
- BP 9008 (revised) – Duties of the Officers
- BP 9012 (revised) – Meetings - Regular
- BP 9014 (revised) – Public Participation at Board Meetings
- BP 9014.1 (new) – Speakers
- BP 9014.2 (new) – Decorum
- BP 9015 (revised) – Agendas
- BP 9026 (revised) – Closed Sessions
- BP 9028 (revised) – Board Education
- BP 9031 (new) – Minutes
- BP 9033 (new) – Participation in Local Decision Making
- BP 9034 (new) – Presentation of Initial Collective Bargaining Proposals
- BP 9035 (new) – Personal Use of Public Resources
- BP 9036 (new) – Communications Among Board Members

RECOMMENDATION

These policies are presented for first reading as an information item.

Fiscal Impact: None	Board Date: April 25, 2011
Prepared by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Submitted by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

Conflict of Interest – BP9002.1

Adopted

Board members shall not be financially interested in any contract made by the Board or in any contract they make in their capacity as board members.

A board member shall not be considered to be financially interested in a contract if his or her interest is limited to those interests defined as remote under Government Code Section 1091 or is limited to interests defined by Government Code Section 1091.5.

A board member who has a remote interest in any contract considered by the Board shall disclose his or her interest during a board meeting and have the disclosure noted in the official board minutes. The board member shall not vote or debate on the matter or attempt to influence any other board member to enter into the contract.

A board member shall not engage in any employment or activity that is inconsistent with, incompatible with, in conflict with or inimical to his or her duties as an officer of the district.

In compliance with law and regulation, the Chancellor shall establish administrative procedures to provide for disclosure of assets of income of board members who may be affected by their official actions, and prevent members from making or participating in the making of board decisions which may foreseeably have a material effect on their financial interest.

Board members shall file statements of economic interest with the filing officer identified by the administrative procedures.

Board members are encouraged to confer with the Board President in every case where any question arises regarding a potential conflict of interest. The Board President and Chancellor may seek counsel from the District's legal advisor if necessary.

Legal Reference:

Government Code Sections 1090, et seq.; 1126; 87200, et seq.;
Title 2, Sections 18730 et seq.

Vacancies - BP9005

Revised 06/13/94

~~A vacancy shall be caused by any of the events specified in Government Code Section 1770 or by receipt of written resignation. Such resignation shall be effective when the written resignation is filed with the county superintendent of schools, except when a deferred effective date is specified in the written resignation. A written resignation, whether specifying a deferred effective date or otherwise, shall, upon being filed with the county superintendent of schools, be irrevocable.~~

~~Whenever a vacancy occurs, or whenever a resignation has been filed with the county superintendent of schools containing a deferred date, the Board shall within 60 days of the vacancy or the filing of the deferred resignation either call an election or make a provisional appointment to fill the vacancy. If a provisional appointment is made, it shall be in accordance with the provisions of the Education Code.~~

~~There shall be no special election or appointment to fill a vacancy if the vacancy occurs within four months of the end of the term of that position and the incumbent is not elected to fill the position.~~

~~If a vacancy occurs between four months and 74 days prior to a regularly scheduled Governing Board election and that position is not scheduled to be filled at that election, the position shall be filled at a special election for that position to be consolidated with the regular election. The person elected to fill the position shall take office at the next regularly scheduled meeting of the Governing Board following the election and shall serve only until the end of the term of the position which he/she was elected to fill.~~

Vacancies on the Board may be caused by any of the events specified in Government Code Section 1770 or any applicable provision in the Elections Code, or by a failure to elect. Resignations from the Board shall be governed by EC 5090.

Within 60 days of the vacancy or filing of a deferred resignation, the Board shall either order an election or make a provisional appointment to fill the vacancy.

If an election is ordered, it shall be held on the next regular election date not less than 130 days after the occurrence of the vacancy.

If a provisional appointment is made, it shall be subject to the conditions in EC 5091. The person appointed to the position shall hold office only until the next regularly scheduled election for district governing board members, when the election shall be held to fill the vacancy for the remainder of the unexpired term.

The provisional appointment will be made by a majority public vote of the board members at a public meeting.

The Chancellor shall establish administrative procedures to solicit applications that assure ample publicity to and information for prospective candidates. The Board will determine the schedule and appointment process.

Legal Reference:

~~Educational Code: 5091, 5093.~~

Education Code Sections 5090, et seq., Government Code 1770

Duties of the Officers - BP9008

Revised

At the annual organizational meeting, the Board shall elect from among its members a President of the Board, Vice President, Clerk.

A. President: It shall be the duty of the president to: ~~The president shall perform such other duties as are imposed by law or by action of the Board.~~

- Preside over all meetings of the Board;
- Represent the district at all official functions;
- Serve as the official spokesperson for the Board;
- Call emergency and special meetings of the Board as required by law;
- Consult with the Chancellor on board meeting agendas;
- Communicate with individual Board members about their responsibilities;
- Participate in the orientation process for new Board members;
- Assure Board compliance with policies on board education, self-evaluation and CEO evaluation;
- Represent the Board at official events or ensure board representation.

B. Vice-President: It shall be the duty of the vice president to serve in the absence of the president of the Board. The vice president shall perform such other duties as required by the president or by actions of the Board.

C. Clerk: It shall be the duty of the clerk to certify or attest to official actions taken by the Board and to monitor the making and maintenance of records as required by law.

D. Secretary: The Chancellor shall serve as Secretary to the Board.

It shall be the duty of the secretary to:

- Prepare the agenda for each meeting, in consultation with the Board president;
- Assure the official posting of the call of each meeting in compliance with law;
- Notify members of the Board of regular, special, emergency and adjourned meetings;
- Supervise the preparation of minutes of meetings for Board consideration and approval;
- Provide back-up data on all items to be under consideration;
- Attend all Board meetings and closed sessions, unless excused, and in such cases to assign a designee;
- Conduct the official correspondence of the Board;
- Certify as legally required all board actions;
- Sign, when authorized by law or by Board action, any documents that would otherwise require the signature of the Secretary or the Clerk of the Board.

The terms of officers shall be for one year.

The Board does not have an official system of rotation of officers; it elects the officers each year from among all its members.

Meetings-Regular - BP9012

Revised 06/13/94

The Board's time and place of meetings shall be determined at the district's annual organizational meeting and may be changed by the Board President in consultation with the Chancellor. Regular meetings of the Board shall normally be held in Room 107 of the District Office, located at 2323 N. Broadway, Santa Ana, California.

A notice identifying the location, date, and time of each regular meeting of the Board shall be posted at least ten (10) days prior to the meeting and shall remain posted until the day and time of the meeting. All regular meetings of the Board shall be held within the boundaries of the District except in cases where the Board is meeting with another local agency or is meeting with its attorney to discuss pending litigation if the attorney's office is outside the District.

Authority to Conduct Business

No business shall be conducted by the Board except at a regular meeting or adjourned thereof, or at a duly called special meeting.

~~The Board will conduct its meetings pursuant to the Ralph M. Brown Act pertaining to community college districts.~~

All regular and special meetings of the Board shall be open to the public, be accessible to persons with disabilities, and otherwise comply with Brown Act provisions, except as required or permitted by law.

Consent Calendar

In consultation with the chancellor, the president shall designate routine items of business for a "Consent Calendar." Any item may be removed from the consent calendar upon request of any member of the Board.

Legal Reference:

A.B.1426, Chapter 1136

S.B.36, Chapter 1137

S.B.1140, Chapter 1138

Education Code Section 72000(d); Government Code 54952.2, 54953 et seq.; 54961

Public Participation at Board Meetings Sessions - BP9014

Revised

~~All meetings of the Board of Trustees and of its committees shall be open and public, except as provided by law, and the records of its proceedings shall be open to public inspection.~~

~~Members of the public may place matters directly relating to the business of the Rancho Santiago Community College District on an agenda of the Board of Trustees by submitting a summary of the item to the secretary of the Board seven working days prior to the Board meeting.~~

~~Members of the public who wish to address the Board will be recognized as specified in the Board's agenda. After recognition, a speaker must identify himself or herself. Each speaker may speak for 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.~~

~~While freedom of speech is within the rights of the public as provided in the First Amendment of the U.S. Constitution, the RSCCD Board of Trustees prefers that critical or negative statements reflecting on individual RSCCD employees be submitted in writing to the Board of Trustees and not voiced in public session. The public is reminded of the distinction between elected officials and public employees in that District employees are legally protected from libel and slander.~~

~~No action shall be taken on any item not appearing on the posted agenda. Members of the public who wish a reply, discussion, data, or study of a subject must file such a request in writing to the Board at least seven working days prior to the Board meeting. This request must state the purpose and the topic on which a Board response is desired. At the discretion of the Board, the staff will be directed to provide a reply, collect data, or study a subject as recommended by a member of the public.~~

The Board shall provide opportunities for members of the general public to participate in the business of the Board.

Members of the public may bring matters directly related to the business of the District to the attention of the Board in one of two ways:

- There will be a time at each regularly scheduled board meeting for the general public to discuss items not on the agenda. Members wishing to present such items shall submit a written request at the beginning of the meeting to the Chancellor that summarizes the item and provides his or her name, address or college of attendance, and organizational affiliation, if any. No action may be taken by the Board on such items.
- Members of the public may place items on the prepared agenda in accordance with Board Policy 9015. A written summary of the item must be submitted to the Chancellor at least 10 working days prior to the board meeting. The summary must be signed by the initiator, contain his or her residence or business address, and organizational affiliation, if any.

Members of the public also may submit written communications to the Board on items on the agenda and/or speak to agenda items at the board meeting. Written communication regarding items on the Board's agenda should reach the office of the Chancellor not later than 1 working day prior to the meeting at which the matter concerned is to be before the Board. All such written communications shall be dated and signed by the author, and shall contain the residence or business address of the author and the author's organizational affiliation, if any.

If requested, writings that are public records shall be made available in appropriate alternative formats so as to be accessible to persons with a disability.

Claims for damages are not considered communications to the Board under this rule, but shall be submitted to the District.

Legal Reference: Government Code Sections 54954.3, 54957.5; Education Code 72121.5

Speakers – BP 9014.1

Persons may speak to the Board either on an agenda item or on other matters of interest to the public that are within the subject matter jurisdiction of the Board.

Oral presentations relating to a matter on the agenda, including those on the consent agenda, shall be heard before a vote is called on the item.

Persons wishing to speak to matters not on the agenda shall do so at the time designated at the meeting for public comment.

Those wishing to speak to the Board are subject to the following:

- The President of the Board may rule members of the public out of order if their remarks do not pertain to matters that are within the subject matter jurisdiction of the Board or if their remarks are unduly repetitive.
- Non-scheduled substitutes may not speak in place of scheduled speakers unless alternates have been submitted on the original request.
- Employees who are members of a bargaining unit represented by an exclusive bargaining agent may address the Board under this policy, but may not attempt to negotiate terms and conditions of their employment. This policy does not prohibit any employee from addressing a collective bargaining proposal pursuant to the public notice requirements of Government Code Section 3547 and the policies of this Board implementing that section.
- A person wishing to address the Board shall complete a written request to address the Board at the beginning of the meeting at which they wish to speak.
- The request shall include the person's name and name of the organization or group represented, if any, and a statement noting the agenda item or topic to be addressed.
- No member of the public may speak without being recognized by the President of the Board.
- Each speaker will be allowed a maximum of three minutes per topic. A total of 30 minutes shall be the maximum time allotment for public speakers on any one subject regardless of the number of speakers at any one board meeting. At the discretion of a majority of the Board, these time limits may be extended.
- Each speaker coming before the Board is limited to one presentation per specific agenda item before the Board, and to one presentation per meeting on non-agenda matters.

Legal Reference:

Government Code Sections 54950, et seq.;
Education Code Section 72121.5

Decorum – BP9014.2

The following will be ruled out of order by the presiding officer:

- Remarks or discussion in public meetings on charges or complaints which the Board has scheduled to consider in closed session.
 - Profanity, obscenity and other offensive language.
 - Physical violence and/or threats of physical violence directed towards any person or property.
- In the event that any meeting is willfully interrupted by the actions of one or more persons so as to render the orderly conduct of the meeting unfeasible, the person(s) may be removed from the meeting room.

Signs, placards or other items that create noise or cause an obstruction of view that constitutes or would constitute a persistent disruption of the proceedings will not be permitted.

Speakers who engage in such conduct may be removed from the podium and denied the opportunity to speak to the Board for the duration of the meeting.

Before removal, a warning and a request that the person(s) curtail the disruptive activity will be made by the President of the Board. If the behavior continues, the person(s) may be removed by a vote of the Board, based on a finding that the person is violating this policy, and that such activity is intentional and has substantially impaired the conduct of the meeting.

If order cannot be restored by the removal in accordance with these rules of individuals who are willfully interrupting the meeting, the Board may order the meeting room cleared and may continue in session. The Board shall only consider matters appearing on the agenda. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this rule.

Legal Reference:

Education Code Section 72121.5;

Government Code Section 54954.3 (b)

Agendas Preparation - BP9015

Adopted 08/1/77

~~The secretary to the Board shall deliver to each member a written agenda of business to be considered no later than three days prior to each regular meeting. In addition, previously unapproved minutes, a list of warrant authorizations, and any supplemental reports or information necessary for the Board's attention, shall be included.~~

~~Additions to the agenda will be limited to those items which require immediate action on the part of the Board and will not normally include personnel items.~~

~~Not later than four working days preceding a regular meeting, any member may inform the secretary of items to be included on the written agenda.~~

~~The written agenda shall always include as standing items "Presentations from the Public" and "Reports from Board Members."~~

An agenda shall be posted adjacent to the place of meeting at least 72 hours prior to the meeting time for regular meetings. The agenda shall include a brief description of each item of business to be transacted or discussed at the meeting. If requested, the agenda shall be provided in appropriate alternative formats so as to be accessible to persons with a disability.

No business may be acted on or discussed which is not on the agenda, except when one or more of the following apply:

- a majority decides there is an "emergency situation" as defined for emergency meetings;
- two-thirds of the members (or all members if less than two-thirds are present) determine there is a need for immediate action and the need to take action came to the attention of the Board subsequent to the agenda being posted;
- an item appeared on the agenda of and was continued from a meeting held not more than five days earlier.

The order of business may be changed by consent of the Board.

The Chancellor shall establish administrative procedures that provide for public access to agenda information and reasonable annual fees for the service.

Members of the public may place matters directly related to the business of the District on an agenda for a board meeting by submitting a written summary of the item to the Chancellor. The written summary must be signed by the initiator. The Board reserves the right to consider and take action in closed session on items submitted by members of the public as permitted or required by law.

Agendas shall be developed by the Chancellor in consultation with the Board President.

Individual Board members who wish to place matters on the agenda shall consult with the Board President, who shall confer with the Chancellor on the request.

Agenda items submitted by members of the public must be received by the office of the Chancellor 10 working days prior to the regularly scheduled board meeting.

Agenda items initiated by members of the public shall be placed on the Board's agenda following the items of business initiated by the Board and by staff. Any agenda item submitted by a member of the public and heard at a public meeting cannot be resubmitted before the expiration of a 90 day period following the initial submission. See Administrative Regulation 9015.

Legal Reference:

Government Code Sections 54954 et seq., 6250 et seq.; Education Code Sections 72121, 72121.5

Closed Sessions - BP9026

Adopted 06/13/94

The Board of Trustees shall comply with the Ralph M. Brown Act when holding a Board of Trustees closed session. The college will list the items to be discussed in closed session prior to the closed session.

After any closed session, the college Board of Trustees shall reconvene into open session prior to adjournment and make required disclosures.

The Board of Trustees designates the chancellor to attend each closed session of the Board of Trustees and keep and enter in a minute book a record of topics discussed and decisions made at the meeting. The Board of Trustees by resolution can, in the chancellor's absence, designate a board officer or employee to keep closed session minutes as required. The minute book is not a public record subject to inspection pursuant to the California Public Records Act.

Closed sessions of the Board shall only be held as permitted by applicable legal provisions including but not limited to the Brown Act, California Government Code and California Education Code. Matters discussed in closed session may include:

- the appointment, employment, evaluation of performance, discipline or dismissal of a public employee;
- charges or complaints brought against a public employee by another person or employee, unless the accused public employee requests that the complaints or charges be heard in an open session. The employee shall be given at least twenty-four (24) hours written notice of the closed session.
- advice of counsel on pending litigation, as defined by law;
- consideration of tort liability claims as part of the district's membership in any joint powers agency formed for purposes of insurance pooling;
- real property transactions;
- threats to public security;
- review of the District's position regarding labor negotiations and giving instructions to the District's designated negotiator;
- discussion of student disciplinary action, with final action taken in public;
- conferring of honorary degrees;
- consideration of gifts from a donor who wishes to remain anonymous;
- to consider its response to a confidential final draft audit report from the Bureau of State Audits.

The agenda for each regular or special meeting shall contain information regarding whether a closed session will be held and shall identify the topics to be discussed in any closed session in the manner required by law.

After any closed session, the Board shall reconvene in open session before adjourning and shall announce any actions taken in closed session and the vote of every member present.

All matters discussed or disclosed during a lawfully held closed session and all notes, minutes, records or recordings made of such a closed session are confidential and shall remain confidential unless and until required to be disclosed by action of the Board or by law.

Legal Reference:

Government Code 54957.1; Government Code 54957.2; Government Code 54954.5

Government Code Sections 54956.8, 54956.9, 54957, 54957.6; 11125.4
Education Code Section 72122

Training for New Trustees Board Education - BP9028

Adopted 03/17/97

~~The District believes that comprehensive in-service training and information should be made available to new trustees in a timely fashion. District resources may be used to provide in-service training to a new trustee after being declared trustee-elect.~~

The Board is committed to its ongoing development as a board and to a trustee education program that includes new trustee orientation.

To that end, the Board will engage in study sessions, provide access to reading materials, and support conference attendance and other activities that foster trustee education.

Reference:
Accreditation Standard IV.B.1.f

Minutes – BP9031

The Chancellor shall cause minutes to be taken of all meetings of the Board. The minutes shall record all actions taken by the Board. The minutes shall be public records and shall be available to the public. If requested, the minutes shall be made available in appropriate alternative formats so as to be accessible to persons with a disability.

Legal Reference:

Education Code Section 72121(a); Government Code Section 54957.5

Participation in Local Decision Making – BP9033

The Board is the ultimate decision-maker in those areas assigned to it by state and federal laws and regulations. In executing that responsibility, the Board is committed to its obligation to ensure that appropriate members of the District participate in developing recommended policies for board action and administrative procedures for Chancellor action under which the District is governed and administered.

Each of the following shall participate as required by law in the decision-making processes of the district:

Academic Senate(s) (Title 5, Sections 53200-53206.)

The Board or its designees will consult collegially with the Academic Senate, as duly constituted with respect to academic and professional matters, as defined by law and specified in Board Policy 9001.

Staff (Title 5, Section 51023.5.)

Staff shall be provided with opportunities to participate in the formulation and development of district policies and procedures that have a significant effect on staff. The opinions and recommendations of recognized classified and management organizations will be given every reasonable consideration.

Students (Title 5, Section 51023.7.)

The Associated Student Governments shall be given an opportunity to participate effectively in the formulation and development of district policies and procedures that have a significant effect on students, as defined by law. The recommendations and positions of the Associated Student Governments will be given every reasonable consideration. The selection of student representatives to serve on district committees or task forces shall be made after consultation with the Associated Student Governments.

Except for unforeseeable emergency situations, the Board shall not take any action on matters subject to this policy until the appropriate constituent group or groups have been provided the opportunity to participate.

Nothing in this policy will be construed to interfere with the formation or administration of employee organizations or with the exercise of rights guaranteed under the Educational Employment Relations Act, Government Code Sections 3540, et seq.

Reference:

Education Code Section 70902(b)(7):

Title 5, Sections 53200 et seq., (Academic Senate), 51023.5 (staff), 51023.7 (students); Accreditation Standard IV.A

Presentation of Initial Collective Bargaining Proposals – BP9034

The Chancellor is directed to enact administrative procedures that assure compliance with the requirements of Government Code Section 3547 regarding the presentation to the Board of initial proposals for collective bargaining.

Collective bargaining begins when either an exclusive representative or the District itself presents an initial proposal for consideration in accordance with the timelines established in the district's collective bargaining agreements .

Legal Reference:

Government Code Section 3547

Personal Use of Public Resources – BP9035

No trustee shall use or permit others to use public resources, except that which is incidental and minimal, for personal purposes or any other purpose not authorized by law.

Legal Reference:

Government Code Section 8314; Penal Code Section 424

Communications Among Board Members – BP9036

A majority of the members of the Governing Board shall not, outside a regularly scheduled meeting, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item of business that is within the subject matter jurisdiction of the Board. This policy shall not be construed as preventing an employee or official of the District from engaging in separate conversations or communications with members of the Board outside of a meeting in order to answer questions or provide information regarding a matter that is within the subject matter jurisdiction of Board, if that person does not communicate to members of the Board the comments or position of any other member or members of the Board.

Legal Reference:

Government Code Section 54952.2

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Board of Trustees

To: Board of Trustees	Date: April 25, 2011
Re: Adoption of Resolution #11-08 – Reduction in Trustee Compensation	
Action: Request for Action	

BACKGROUND

Due to the statewide budget crisis, the RSCCD Board of Trustees approved Resolution No. 09-13 on May 26, 2009, which reduced its monthly compensation by 10% for a period of two years.

RECOMMENDATION

It is recommended to adopt Resolution #11-08 to continue the reduction in trustee compensation for an additional year.

Fiscal Impact: Savings to RSCCD	Board Date: April 25, 2011
Prepared by: Anita Lucarelli, Executive Assistant to the Board of Trustees	
Submitted by: Lisa Woolery, Member, Board of Trustees	
Recommended by: Lisa Woolery, Member, Board of Trustees	

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

Adoption of Resolution for Reduction in Trustee Compensation

Resolution No. 11-08 by Trustee Lisa Woolery

WHEREAS, in light of California's dire budget shortfall, there will be continued budget reductions for the Rancho Santiago Community College District, and

WHEREAS, these reductions will necessitate sacrifice among administrators, faculty, and classified employees, and

WHEREAS, the Board of Trustees feels it should lead by example;

THEREFORE, BE IT RESOLVED that Rancho Santiago Community College District Board of Trustees, in light of the continued statewide budget crisis, will continue its 10% salary reduction adopted on May 26, 2009, for a period of one additional year.

Dated this 25th day of April 2011.

Ayes:
Noes:
Absent:
Abstain:

Raúl Rodríguez, Ph.D.
Secretary to the Board of Trustees