

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, May 23, 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 May 10, 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.

1.7 Presentation to 2010-2011 Student Trustee

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

2.2 Reports from College Presidents

- Enrollment
- Facilities
- College activities
- Upcoming events

2.3 Report from Student Trustee

2.4 Reports from Student Presidents

- Student activities

2.5 Reports from Academic Senate Presidents

- Senate meetings

2.6 Informational Presentation on the Budget

RECESS TO CLOSED SESSION

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

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

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

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Full-time Faculty
 - b. Part-time Faculty
 - c. Classified Staff
 - d. Student Workers
 - e. Professional Experts
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
3. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
 - a. Chancellor
4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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

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

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

3.0 HUMAN RESOURCES

3.1 Management/Academic Personnel Action

- Approval of Adjusted Ratification of Resignations/Retirements
- Approval of End of Long-term Substitute (Temporary Employee per E.D. 87482) Assignments
- Approval of Additional Contract Extension Days for 2010-2011
- Approval of Changes of Classifications
- Approval of Stipends
- Approval of Part-time/Hourly Hires/Rehires
- Approval of Non-paid Intern Services

3.2 Classified Personnel Action

- Approval of New Appointments
- Approval of Out of Class Assignments
- Approval of Return to Regular Assignments
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Temporary Assignments
- Approval of Additional Hours for On Going Assignments
- Approval of Miscellaneous Positions
- Approval of Volunteers
- Approval of Student Assistant Lists

3.3 Presentation of Faculty Association of Rancho Santiago Community College District (FARSCCD) Initial Bargaining Proposal to Rancho Santiago Community College District Action

It is recommended that the Board of Trustees schedule a public hearing for June 20, 2011.

3.4 Adoption of Resolution No. 11-19 regarding Reduction in Force of Classified Staff Action

The administration recommends adoption of Resolution No. 11-19.

3.5 Authorization for Board Travel/Conferences Action

4.0 INSTRUCTION

- *4.1 Approval of Instructional Agreement with SER, Jobs for Progress, Inc., for Vocational Training Action
The administration recommends approval of the instructional agreement with SER, Jobs for Progress, Inc., for vocational training for program year 2011-2012.
- *4.2 Approval of Instructional Agreement with SER, Jobs for Progress, Inc., for Basic Skills Training Action
The administration recommends approval of the instructional agreement with SER, Jobs for Progress, Inc., for basic skills training for program year 2011-2012.
- *4.3 Approval of New OTA Agreement – Long Beach Memorial Medical Center Action
The administration recommends approval of the agreement with Long Beach Memorial Medical Center in Long Beach, California.
- *4.4 Approval of New OTA Agreement – Desert OT for Kids Action
The administration recommends approval of the agreement with Desert OT for Kids in Palm Desert, California.
- *4.5 Approval of New OTA Agreement – Palmdale Regional Medical Center Action
The administration recommends approval of the agreement with Palmdale Regional Medical Center in Palmdale, California.
- *4.6 Approval of New OTA Agreement – RehabCare Group, Inc. Action
The administration recommends approval of the agreement with RehabCare Group, Inc., in St. Louis, Missouri.
- *4.7 Approval of New OTA Agreement – Brookside Healthcare Center Action
The administration recommends approval of the agreement with Brookside Healthcare Center in Redlands, California.
- *4.8 Approval of New OTA Agreement – Upland Rehabilitation and Care Center Action
The administration recommends approval of the agreement with Upland Rehabilitation and Care Center in Upland, California.
- *4.9 Approval of OTA Agreement Renewal – Coastal Communities Hospital Action
The administration recommends approval of the agreement with Coastal Communities Hospital in Santa Ana, California.

- *4.10 Approval of OTA Agreement Renewal – Irvine Unified School District Action
The administration recommends approval of the agreement with Irvine Unified School District in Irvine, California.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

- *5.1 Approval of Payment of Bills Action
The administration recommends payment of bills as submitted.
- *5.2 Approval of Budget Transfers and Budget Increases/Decreases Action
The administration recommends approval of budget transfers, increases, and decreases during the month of April 2011.
- *5.3 Approval of 2011-2012 Tentative Budget Assumptions Action
The administration recommends approval of the tentative budget assumptions for the 2011-2012 fiscal year as presented.
- *5.4 Approval of Scheduling Public Hearing – 2011-2012 Tentative Budget Action
The administration recommends scheduling a public hearing on the 2011-2012 tentative budget at the June 20, 2011, board meeting.
- *5.5 Approval of Awarding Bid #1177 – Data Center Upgrades at Santa Ana College (SAC) Action
The administration recommends approval of awarding Bid #1177 for Data Center Upgrades at SAC to Current Electric as presented.
- *5.6 Approval of Additional Construction Management Services for Documentation and Project Filing/Archiving Action
The administration recommends approval of the extension of services for Bernards Management Services as presented.
- *5.7 Adoption of Resolution No. 11-15 – Electrical for Science Building (State Portion) at Santiago Canyon College (SCC) Action
The administration recommends adoption of Resolution No. 11-15 for Baker Electric for Bid #1064 for electrical in the SCC science building as presented.
- *5.8 Adoption of Resolution No. 11-16 – Plumbing for Science Building (State Portion) at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 11-16 for J.M. Farnan Company, Inc., for Bid #1063 for plumbing in the SCC science building.

- *5.9 Approval of Change Order #1 for Bid #1137 – Masonry for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1137 for Industrial Masonry, Inc., for masonry for the Athletic/Aquatic Complex at SCC as presented.
- *5.10 Approval of Amendment to Lease for SAC ARTS Gallery Space at Santora Building, Santa Ana Action
The administration recommends approval of the amendment to the lease agreement for the SAC ARTS gallery space at the Santora Building in Santa Ana, California.
- *5.11 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period April 10, 2011, through May 7, 2011.

6.0 GENERAL

- *6.1 Approval of Resource Development Items Action
The administration recommends approval of budgets, acceptance of grants, and authorization for the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:
- | | |
|---|-------------|
| - CalGRIP (SAC) | \$ 124,740 |
| - CalGRIP (SCC) | \$ 139,212 |
| - Career Technical Education (CTE) Community Collaborative IV (DO) | \$ 400,000 |
| - Career Technical Education (CTE) Community Collaborative IV – Supplemental (DO) | \$ 130,000 |
| - Disabled Students Programs & Services (DSPS) (SAC) | \$1,081,425 |
| - Economic & Workforce Development-Workforce Innovation Partnerships (DO) | \$ 225,000 |
| - Kaleidoscope Project (SAC & SCC) | \$ 70,000 |
| - WIA Center for Nursing II – Year 2 (SAC) | \$ 367,000 |
| - Youth Entrepreneurship Project – Faculty Mini Grants Program (DO) | \$ 90,000 |
| - Enrollment Growth for Nursing ADN Programs, Year 1 (SAC) | \$ 101,087 |
- *6.2 Adoption of Resolution #11-17 authorizing payment to Trustee Absent from Board Meetings Action
The resolution requests authorization of payment to Mr. Phillip Yarbrough for his absence from the May 10, 2011, board meeting due to a surgical procedure.

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

*6.3 Adoption of Resolution #11-18 authorizing payment to Trustee Action
Absent from Board Meetings

The resolution requests authorization of payment to Dr. David Chapel for his absence from the May 10, 2011, board meeting due to family business.

6.4 Report from Board Committee Information
• Board Policy Committee

6.5 Board Member Comments Information

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on June 20, 2011.

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

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

Board of Trustees (Regular meeting)

Tuesday, May 10, 2011

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:33 p.m. by Mr. Mark McLoughlin. Other members present were Mr. John Hanna, Mr. Larry Labrado, Mr. Nathan Selvidge, and Ms. Lisa Woolery. Due to class on Tuesday evenings, Mr. Brian Conley arrived at the time noted. Mr. Phillip Yarbrough was not in attendance due to a surgical procedure. Dr. David Chapel was not in attendance due to family business.

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 Mr. Steven Mendoza, Student Vice President, Santa Ana College (SAC).

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to approve addendums to Item 3.1 (Management/Academic Personnel) and Item 3.2 (Classified Personnel), and remove Item 3.5 (Presentation of RSCCD Initial Bargaining Proposal to the FARSCCD).

1.4 Public Comment

There were no public comments.

1.5 Approval of Minutes

It was moved by Mr. Labrado, seconded by Mr. Selvidge, and carried unanimously to approve the minutes of the regular meeting held April 25, 2011, with the following correction:

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to adopt Resolution No. 11-08, *authored by Ms. Woolery*, to continue the reduction in trustee compensation for an additional year. Discussion ensued. The motion carried unanimously.

1.6 Approval of Consent Calendar

It was moved by Mr. Labrado, seconded by Mr. Hanna, 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):

- 4.1 Approval and Certification of New Noncredit Certificates for Santa Ana College School of Continuing Education
The board approved and certified the list of new noncredit certificates for submission to the State Chancellor's Office and addition to Santa Ana College's noncredit curriculum inventory.
- 4.2 Approval of Criminal Justice Academies Agreement Renewal: Orange County Law Enforcement Explorers Advisors Association
The board approved the new agreement with Orange County Law Enforcement Explorers Advisors Association in Garden Grove, California.
- 4.3 Approval of Affiliation Agreement with University of California, Irvine – Summer Scholars Transfer Institute (SSTI)
The board approved this updated agreement with the University of California, Irvine for the Summer Scholars Transfer Institute.
- 5.1 Approval of Payment of Bills
The board approved payment of bills as submitted.
- 5.3 Approval of Quarterly Financial Status Report (CCFS-311Q) for period ended March 31, 2011
The board approved the CCFS-311Q for the period ending March 31, 2011, as presented.
- 5.4 Approval of Resolution No. 11-11 on Expenditure Transfers to Permit Payment of Obligations
The board approved Resolution No. 11-11.
- 5.5 Approval of Resignation/Appointment for Measure E Citizens' Bond Oversight Committee
The board approved the resignation of Ms. Shelly Berryman and the appointment of Ms. Carol Smith as the Santa Ana area business organization representative to the Citizens' Bond Oversight Committee for 2011 as presented.
- 5.6 Approval of Change Order #2 for Bid #1169 for Sewer and Gas Line Repairs at Santa Ana College
The board approved change order #2 for Bid #1169 for Atlas Allied, Inc., for sewer and gas line repairs at SAC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.7 Approval of Change Order #2 for Bid #1136 – Concrete for Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #2 for Bid #1136 for Tidwell Concrete Construction for concrete for the Athletic/Aquatic complex at SCC as presented.

5.8 Approval of Substitution of Sub Contractor for Bid #1146 for Framing and Elevators for Humanities Building and Athletic/Aquatic Complex at Santiago Canyon College

The board approved the withdrawal of McKinney Drywall, Inc., and approved the use of Caston, Inc., as a sub contractor for Bid #1146 for Inland Building Construction Companies, Inc., for framing and elevators for the Humanities building and the Athletic/Aquatic complex at SCC as presented.

5.9 Approval of Bid #1175 – Storage Area Network Systems with a Virtual Storage Software Solution

The board accepted the bids and approved awarding Bid #1175 – Storage Area Network Systems with a Virtual Storage Software Solution to Nth Generation Computing, Inc., as presented.

5.10 Approval of Disposal of Playground Structure at Centennial Education Center Child Development Center

The board approved declaring the playground structure as surplus property and utilizing Recreation Masters to dismantle and dispose the structure as presented.

5.11 Approval of Disposal of Playground Structures, Former Child Development Center at Santa Ana College

The board approved declaring the playground structure as surplus property and disposing it in the demolition as presented.

5.12 Approval of Donation of Books to Small Business Development Center

The board approved accepting the donation of books from The Planning Shop as presented.

6.1 Adoption of New and Revised Board Policies

The board adopted the new policies and revisions to current policies as presented.

6.2 Approval of Privileges for Student Trustee

The board approved the following privileges for the student trustee:

- The privilege to make and second motions;
- The privilege to attend closed sessions on matters relating to student discipline;
- The privilege to receive the same compensation as the other members of the board;
- The privilege to serve on board committees.

1.6 Approval of Consent Calendar – (cont.)

6.3 Adoption of Resolution No. 11-14 in Support of AB 405

The board adopted Resolution No. 11-14 in support of AB 405 – joint use facilities.

6.4 Adoption of Resolution No. 11-12 authorizing payment to Trustee Absent from Board Meetings

The board adopted Resolution No. 11-12 which authorized payment to Mr. Nathan Selvidge for his absence from the April 25, 2011, board meeting due to illness.

6.5 Adoption of Resolution No. 11-13 authorizing payment to Trustee Absent from Board Meetings

The board adopted Resolution No. 11-13 which authorized payment to Dr. David Chapel for his absence from the April 25, 2011, board meeting due to illness.

1.7 Adoption of Resolution No. 11-10 in Honor of Classified School Employee Week - May 15-21, 2011

It was moved by Ms. Woolery, seconded by Mr. Labrado, and carried unanimously to adopt Resolution No. 11-10.

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

Mr. Steven Mendoza, Student Vice President, Santa Ana College provided a report to the board.

There was no representation from Santiago Canyon College (SCC).

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 a presentation on the budget to the board.

Mr. Conley arrived during Mr. Hardash's presentation.

RECESS TO CLOSED SESSION

The board convened into closed session at 5:19 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: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Rejection of Claim – File #11-001
Rejection of Claim – File #11-002
3. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
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
5. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
6. Student Expulsion (pursuant to Education Code 72122)

Student I.D. #1469142

RECONVENE

The board reconvened at 6:43 p.m.

Closed Session Report

Mr. McLoughlin reported the board discussed the abovementioned items, and it was moved by Mr. Conley, seconded by Mr. Labrado, and carried unanimously to expel student #1469142.

Public Comment

There were no public comments.

3.0 HUMAN RESOURCES

3.1 Management/Academic Personnel

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

- Ratify Resignations/Retirements
- Approve Appointments
- Approve Interim to Permanent Positions
- Ratify Adjusted Effective Dates of Retirement
- Approve Leaves of Absence
- Approve Part-time/Hourly Hires/Rehires

3.2 Classified Personnel

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

- Approve New Appointments
- Approve Hourly On Going to Contract Assignments
- Approve Out of Class Assignments
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve New Appointments
- Approve Temporary Assignments
- Approve Changes in Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters and Stipends
- Approve Student Assistant Lists

3.3 Adoption of Resolution No. 11-09 regarding Reduction in Force of Classified Staff

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to adopt Resolution No. 11-09.

3.4 Renewal of Flexible Benefits Plan 2011-2012

It was moved by Mr. Labrado, seconded by Mr. McLoughlin and carried unanimously to authorize the chancellor or his designee to execute the necessary documents to authorize American Fidelity Assurance to administer the district's flexible benefits plan for 2011-2012 fiscal year.

3.5 Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to the Faculty Association of Rancho Santiago Community College District (FARSCCD)

This item was removed from the agenda under Item 1.3 (Approval of Additions or Corrections to Agenda).

3.6 Rejection of Claim – File #11-001

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to authorize the chancellor or his designee to reject claim #11-001 filed by Mepco Services Incorporated.

3.7 Rejection of Claim – File #11-002

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to authorize the chancellor or his designee to reject claim #11-002 filed by Hartford Fire Insurance.

3.8 Authorization for Board Travel/Conferences

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to authorize board travel/conferences as presented.

4.0 INSTRUCTION

All items were approved as part of Item 1.6 (Consent Calendar).

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1 and 5.3 through 5.12 were approved as part of Item 1.6 (Consent Calendar).

5.2 Quarterly Investment Report as of March 31, 2011

The quarterly investment report as of March 31, 2011, was presented as information.

6.0 GENERAL

Items 6.1 through 6.5 were approved as part of Item 1.6 (Consent Calendar).

6.6 Board Legislative Committee Report

Ms. Woolery provided a report on the April 28, 2011, Board Legislative Committee meeting. It was moved by Mr. Hanna and seconded by Ms. Woolery to approve support/opposition of the list of current legislative bills. Discussion ensued. The motion carried unanimously.

6.7 Board Member Comments

Board members commended college staff on the recent scholarship ceremony events at each college.

Mr. Selvidge commended staff on the SAC application for smart phones.

Mr. Selvidge indicated the final interview for the new student trustee will be held soon. He thanked board members for the guidance offered to him as a new student trustee and encouraged board members to extend the same opportunities to the new student trustee.

Mr. McLoughlin commended Dr. Martinez, Dr. Sara Lundquist, and staff for the recent Adelante partnership event and their efforts in solidifying the partnership between Santa Ana Unified School District, SAC, and Cal State University, Fullerton.

Mr. Conley reported he recently attended the Community College League of California's Annual Trustees Conference in Monterey, California. He indicated Mr. Yarbrough made a presentation on board members working together at the conference.

Mr. Conley reported he plans to attend an Orange Unified School District meeting with Dr. Rodríguez and Mr. Vázquez later this week.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on May 23, 2011.

There being no further business, Mr. Conley declared this meeting adjourned at 6:50 p.m.

Respectfully submitted,

Dr. Raúl Rodríguez
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: May 23, 2011

**HUMAN RESOURCES DOCKET
MANAGEMENT/ACADEMIC
May 23, 2011**

REVISED PAGE

MANAGEMENT

Ratification of Resignation/Retirement

Weidner, Laurene
Executive Director
Public Affairs and Governmental Relations
District

Effective: June 2, 2011
Reason: Resignation

FACULTY

Adjusted Ratification of Resignation/Retirement

Hahn, Moira
Professor, Art
Arts, Humanities and Social Sciences Division
Santiago Canyon College

Effective: June 30, 2011
From: Retirement
To: Resignation

Ratification of Resignation/Retirement

Warco, Arlen
Coordinator/Nurse, Health and Wellness Center
Special Services Division
Santa Ana College

Effective: May 31, 2011
Reason: Retirement

End of Long-term Substitute (Temporary Employee per E.C. 87482) Assignment

Bowden, Katherine
Health Services Nurse
Health and Wellness Center
Special Services Division
Santa Ana College

Effective: April 18, 2011
Placement: I-4 \$46.17/Hour

Additional Contract Extension Days for 2010/2011

Dennis, Karen
Coordinator/Professor, Basic Skills
Continuing Education Division/CEC
Santa Ana College

Effective: May 31 – June 3, 2011
Contract Extension: 4 Days
Daily Rate: VI-C \$518.82

Garnett, Susan
Coordinator/Assistant Professor, Family Literature/ESL
Continuing Education Division/CEC
Santa Ana College

Effective: May 31 – June 3, 2011
Contract Extension: 4 Days
Daily Rate: III-12 \$397.36

Janio, Jaroslaw
Coordinator/Assistant Professor, CASAS/El Civics/ESL
Continuing Education Division/CEC
Santa Ana College

Effective: June 1 – June 3, 2011
Contract Extension: 3 Days
Daily Rate: VII-9 \$413.07

Jenkins, Robert
Coordinator/Professor, Staff Development/ESL
Continuing Education Division/CEC
Santa Ana College

Effective: May 31 – June 2, 2011
Contract Extension: 3 Days
Daily Rate: III-15 \$433.06

FACULTY (CONT'D)

Additional Contract Extension Days for 2010/2011 (cont'd)

Scoggin, Sally Coordinator/Professor, ESL Continuing Education Division/CEC Santa Ana College	Effective: May 14 – June 2, 2011 Contract Extension: 5 Days Daily Rate: VI-16 \$483.12 (5/14 & 5/21 – Saturdays)
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Changes of Classification

Andrade, Philippe Assistant Professor, Political Science Humanities and Social Sciences Division Santa Ana College	Effective: August 16, 2010 Class: VI-7 \$75,209/Year
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Evelt, Corinna Associate Professor, English Library, Arts, Humanities and Social Sciences Division Santa Ana College	Effective: August 16, 2010 Class: III-9 \$72,339/Year Class: III-4 \$59.88/Hour
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Granitto, James Associate Professor, Philosophy Library, Arts, Humanities and Social Sciences Division Santa Ana College	Effective: August 16, 2010 Class: IV-13 \$84,397/Year
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Houska, Robert Professor, Biology Math and Science Division Santiago Canyon College	Effective: August 16, 2010 Class: V-15 \$91,699/Year
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Jordan, Ethel Coordinator, ABE/GED/HSS/Disabled Adults/ Health and Safety/Parenting Continuing Education Division/OEC Santiago Canyon College	Effective: August 16, 2010 Class: VI-16 \$96,624/Year
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Kushida, Cherylee Coordinator, Distance Education Human Services and Technology Division Santa Ana College	Effective: August 16, 2010 Class: VI-16 \$96,624/Year
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FACULTY (CONT'D)

Changes of Classification (cont'd)

Marecek, Lynn
Professor, Math
Science and Math Division
Santa Ana College
Effective: August 16, 2010
Class: VI-16 \$96,624/Year

Moreno, George
Assistant Professor, Welding
Human Services and Technology Division
Santa Ana College
Effective: August 16, 2010
Class: V-12 \$84,555/Year

Paunovic, Mila
Associate Professor, Nursing
Science and Math Division
Santa Ana College
Effective: August 16, 2010
Class: VI-13 \$89,494/Year

Tran, Melissa
Professor, English
Humanities and Social Sciences Division
Santa Ana College
Effective: August 16, 2010
Class: VI-16 \$96,624/Year

Walker, Mary
Coordinator, ESL
Continuing Education Division/OEC
Santiago Canyon College
Effective: August 16, 2010
Class: VI-15 \$94,245/Year

Stipends

Bennett, Gary
Professor, English
Humanities and Social Sciences Division
Santa Ana College
Effective: January 18, 2011
Amount: \$200.00
(FIG Grant)

Coffman, Jodi
Professor, Exercise Science
Exercise Science, Health and Athletics Division
Santa Ana College
Effective: January 18, 2011
Amount: \$250.00
(FIG Grant)

FACULTY (CONT'D)

Stipends (cont'd)

McMillan, Jeffrey
Professor, Chemistry
Science and Math Division
Santa Ana College
Effective: January 18, 2011
Amount: \$250.00
(FIG Grant)

Patterson, Kathleen
Professor, English
Humanities and Social Sciences Division
Santa Ana College
Effective: January 18, 2011
Amount: \$300.00
(FIG Grant)

Patterson, Kathleen
Professor, English
Humanities and Social Sciences Division
Santa Ana College
Effective: January 18, 2011
Amount: \$150.00
(FIG Grant)

Pickett, Gary
Chief Assistant Coach Men's Cross Cntry
Business, Math and Sciences Division
Santiago Canyon College
Effective: June 13, 2011 – July 31, 2011
Amount: \$1,000.00

Trone, Jinhee
Professor, Accounting
Business Division
Santa Ana College
Effective: January 18, 2011
Amount: \$250.00
(FIG Grant)

Wood, Sandra
Professor, Anthropology/Sociology
Humanities and Social Sciences Division
Santa Ana College
Effective: January 18, 2011
Amount: \$500.00
(FIG Grant)

Wood, Sandra
Professor, Anthropology/Sociology
Humanities and Social Sciences Division
Santa Ana College
Effective: January 18, 2011
Amount: \$150.00
(FIG Grant)

Woolley, Christopher
Chief Assistant Coach Women's Soccer
Business, Math and Sciences Division
Santiago Canyon College
Effective: June 13, 2011 – July 31, 2011
Amount: \$875.00

FACULTY (CONT'D)

Part-time/Hourly Hires/Rehires

Arreguin, Marybel
Substitute Teacher
Child Development Services
Education Services
District Operations
Effective: May 2, 2011
Hourly Rate: II-1 \$17.50

Craner, Michelle
Instructor, Fashion Design & Merchandising
Human Services and Technology Division
Santa Ana College
Effective: August 15, 2011
Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17

Daoust, Michael
Instructor, Fire Technology
Human Services and Technology Division
Santa Ana College
Effective: May 24, 2011
Hourly Lecture/Lab Rates: I-3 \$54.32/\$46.17

Torrez, Ramiro
Instructor, Vocational
Continuing Education Division (CEC)
Santa Ana College
Effective: May 16, 2011
Hourly Lecture Rate: I-2 \$40.97

Weissenberger, Andrew
Instructor, EMT
Science, Math and Health Sciences Division
Santa Ana College
Effective: April 1, 2011
Hourly Lecture Rate: I-4 \$54.32

Non-paid Intern Service

Vu, Vivien
Counselor Intern
Student Development/Counseling
Santiago Canyon College
Effective: June 6 – December 16, 2011
College Affiliation: CSU, Long Beach
Discipline: Counseling

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET

CLASSIFIED

MAY 23, 2011

CLASSIFIED

New Appointment

Martinez, John
Sr. Custodian Utility Worker/ Admin.
Services/ SAC
Reinstated from 39 Month Rehire List

Effective: May 16, 2011
Grade 7, Step 4 \$3398

Change in Position

Tapia, Manuel
From: Sr. Custodian Utility Worker
To: Skilled Maintenance Worker
(CL11-0283) Admin. Services/ SAC

Effective: May 16, 2011
Grade 11, Step 4 \$4020

Out of Class Assignment

Eldridge, Janet
Distance Education Services Specialist/
Human Services/ SAC

Effective: 07/01/11 – 12/31/11
Grade 15, Step 2 + 2.5%L \$4605

Return to Regular Assignment

Hill, Diane
Administrative Clerk/ Risk Management

Effective: April 25, 2011
Grade 10, Step 3 \$3666

Leave of Absence

Saldana, Maria
Library Clerk/ SAC

Effective: 07/04/11 – 08/12/11
06/18/12 – 06/29/12
Reason: Non Paid Period/ 10 Month

Ratification of Resignation/Retirement

Coleman, Debra
Administrative Secretary/ Math & Science/
SCC

Effective: June 3, 2011
Reason: Resignation

Additional Hours for On Going Assignment

Alsop, Adelle Instructional Assistant/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Camarena, Evangelina Intermediate Clerk/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Chang, Mary Instructional Assistant/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Deluna, Daniel Instructional Assistant/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Guillen, Patricia Instructional Assistant/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Hernandez, Oscar Instructional Assistant/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Leung, Sharon Intermediate Clerk/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Lopez, Olivia Intermediate Clerk/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Marthell, Monique Instructional Assistant/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Meraz, Norma Admissions Assistant/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Nguyen, Johnny Instructional Assistant/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.

Additional Hours for On Going Assignment – cont'd

Puente, Raydene Admissions Assistant/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Quiroz, Leticia Instructional Assistant/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Ramirez, Cristina Instructional Assistant/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Rodriguez, Rosalba Instructional Assistant/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Romero, Isadora Intermediate Clerk/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Vasquez, Yolanda Admissions Assistant/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Villa, Mario Intermediate Clerk/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.

Substitute Assignments

Fennell, Katryn Intermediate Clerk/ Student Services/ SCC	Effective: 05/09/11 – 06/30/11 07/01/11 – 06/30/11
Thoe, Delmy Learning Center Specialist/ School of Continuing Education/SAC	Effective: 05/12/11 – 05/27/11

MISCELLANEOUS POSITIONS

Long, Randal Business Expert Professional II/ CITD	Effective: 03/31/11
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RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Human Resources and Educational Services

To:	Board of Trustees	Date: May 23, 2011
Re:	Presentation of the Faculty Association of Rancho Santiago Community College District (FARSCCD) Initial Bargaining Proposal to the Rancho Santiago Community College District.	
Action:	Request for Approval to Schedule Public Hearing	

BACKGROUND

Pursuant to Government Code Section 3547(a) the Faculty Association of Rancho Santiago Community College District's initial bargaining proposal to the Rancho Santiago Community College District is presented for your information. The Government Code also requires that the Board of Trustees conduct a public hearing on this proposal at its next regularly scheduled meeting.

ANALYSIS

Contract negotiations cannot begin until after the Board of Trustees conducts a public hearing on this proposal at its June 20, 2011 meeting.

RECOMMENDATION

It is recommended that the Board of Trustees schedule a public hearing for June 20, 2011.

Fiscal Impact: To be Determined	Board Date: May 23, 2011
Item Prepared by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Item Submitted by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Item Recommended by: Dr. Raúl Rodríguez, Chancellor	

FARSCCD Contract Proposal for 2011-2012

April 22, 2011

4.14 Sabbatical Leave

For 2011-12, sabbatical leaves will be approved according to current contract language.

4.16 Banking Leave

For 2011-12, banking leaves will be approved according to current contract language.

Faculty's banked LHE funds will be maintained by the District to ensure that faculty members can use these funds for banking leave in accordance with the contract.

Increase the limit on banked LHE accrual from 36 to 42 LHE.

5.2 Benefits

For 2011-12, there will be no increase in premium costs to employees on the PPO or HMO plans.

6.1.1.D Work Year for College Counselors

Changes in this section clarifying the 192-day contract-year schedule for credit and non-credit counselors replace an earlier memorandum of understanding (MOU) on these issues.

6.2.5 Evaluate department chair requests for increased released time in Appendix K, and other contractual released time amounts in Articles 4 and 6.

6.4 Instructional Calendars (Appendix C and D)

For 2011-12 and future calendars, there will be at least one full week between the end of Spring semester and the start of the designated Summer block; and at least one full week between the end of the designated Summer block and the start of the Fall flex week.

7.1.1 Salary Schedules – Contract Year (Appendix E, F, and G)

For the 2011-12 school year, the salary schedule will be restored to 9th place ranking, as determined by the relative rank of the 10th active step on Class VI.

In the event the District receives a positive COLA adjustment from the State in 2011-12, this percentage will be retroactively applied to the 2011-12 salary schedule.

In 2011-12, restore faculty's steps and columns to their correct levels (as if there had been no freeze of steps and columns in 2009-10 and 2010-11).

Retroactive to Fall 2009, restore the faculty's salary amounts that were not received due to the freeze of steps, columns, and ranking in 2009-10 and 2010-11.

7.3 Beyond Contract and Part-time Assignments (Appendix B)

In 2011-12, apply the 2011-12 ranking adjustment percentage to the Beyond Contract/Part-time schedule and restore faculty's steps and columns to their correct levels.

- 8.** Develop language relating to the use of on-line student evaluations.

Submitted by:

President, FARSCCD

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
(Human Resources)

To: Board of Trustees	Date: May 23, 2011
Re: Adoption of Resolution No. 11-19 regarding Reduction in Force of Classified Staff	
Action: Request for Approval	

BACKGROUND

Santiago Canyon College received a Tech Prep Demonstration Site grant for the 2010-11 fiscal year. Funding for that project will end on June 30, 2011. After that date, funding will no longer be available to support one classified position assigned to this program. As a result, that permanent classified position at Santiago Canyon College must be eliminated due to a lack of work/lack of funds.

ANALYSIS

Provisions of the Education Code and the CSEA contract require that the affected employee receive 45 days notice prior to layoff.

RECOMMENDATION

It is recommended that the Board of Trustees adopt Resolution No. 11-19.

Fiscal Impact: \$17,739	Board Date: May 23, 2011
Prepared by: John Didion, Executive Vice Chancellor, Human Res. & Ed. Services	
Submitted by: John Didion, Executive Vice Chancellor, Human Res. & Ed. Services	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Resolution Regarding the Reduction in Force of Classified Staff
in the Tech Prep Demonstration Site Grant at Santiago Canyon College**

Resolution No. 11-19

Whereas, the Tech Prep Demonstration Site grant at Santiago Canyon College will terminate for on June 30, 2011; and

Whereas, the District finds it necessary to eliminate one classified position assigned to this program; and

Whereas, due to a lack of funds/lack of work, the Governing Board finds it in the best interest of the District, that as of July 8, 2011, certain services now being provided by the District be reduced or discontinued by the following extent.

NOW, THEREFORE, BE IT RESOLVED, that as of June 30, 2011, the classified workforce of the District will be reduced or discontinued to the extent set forth as follows:

Career Guidance Specialist -- 40% FTE, 12 Month, Santiago Canyon College

BE IT FURTHER RESOLVED that the Executive Vice Chancellor of Human Resources and Educational Services be and hereby is authorized and directed to give notice of layoff of these positions and of displacement rights to the affected classified employees of the District.

Dated this 23rd day of May 2011

Ayes:
Noes:
Absent:
Abstain:

Dr. Raúl Rodríguez, Chancellor
Secretary to the Board of Trustees

Board of Trustees
May 23, 2011

Conference Docket
No. 3.5

CONFERENCES (with actual and necessary expenses and cash advances as requested)

BOARD MEMBERS (to be approved)

ADVISORY COMMITTEE ON LEGISLATION
Sacramento, CA – June 3, 2011

1 Board Member
(John Hanna)

NALEO 29th ANNUAL CONFERENCE
San Antonio, Texas – June 23-25, 2011

1 Board Member
(Larry Labrado)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santa Ana College School of Continuing Education**

To:	Board of Trustees	Date: May 23, 2011
Re:	Approval of Instructional Agreement with SER, Jobs for Progress, Inc. for Vocational Training	
Action:	Request for Approval	

BACKGROUND

Rancho Santiago Community College District contracts with SER, Jobs for Progress, Inc. to operate Career Technical Education training. The District collects state funding on the attendance generated under this agreement and pays SER an hourly rate per hour of attendance to provide the services. The SER, Jobs for Progress, Vocational Training Agreement SAC-11-015, is effective July 1, 2011, to June 30, 2012.

ANALYSIS

For 2011-2012, Santa Ana College proposes to contract with SER to provide 41,000 student attendance hours in Career Technical Education/Vocational Training at the rate of \$2.02 per attendance hour. These are the same terms that were in effect at the end of 2010-2011.

RECOMMENDATION

It is recommended that the Board of Trustees approve the instructional agreement with SER, Jobs for Progress, Inc. for Vocational Training for program year 2011-2012.

Fiscal Impact:	\$82,820	Board Date: May 23, 2011
Prepared by:	Ed Ripley, Vice President, SAC School of Continuing Education Nilo Lipiz, Dean of Instruction and Student Services	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Dr. Raúl Rodríguez, Chancellor, RSCCD	

SER, JOBS FOR PROGRESS, INC.
VOCATIONAL TRAINING AGREEMENT

THIS AGREEMENT, made and entered into on the 1st day of July 2011, between Rancho Santiago Community College District, County of Orange, State of California, hereinafter called the "DISTRICT" and SER, JOBS FOR PROGRESS, INC., 1243 E. Warner, Santa Ana, California 92706, herein referred to as "SER."

W I T N E S S E T H

WHEREAS, the Governing Board of the District has approved the contracting out of the vocational education program for Clerical/Office occupations pursuant to Education Code 78015; and

WHEREAS, through this agreement with the SER, the DISTRICT intends to provide a vocational education program for the benefit of eligible students of the DISTRICT, under the State Plan for Vocational Education and the Federal Carl D. Perkins Vocational and Technology Education Act of 1998, in order to prepare such students for a vocation in Clerical/Office occupations; and

WHEREAS, the DISTRICT also intends to limit the hours of instruction to a maximum of 41,000 student attendance hours for the Agreement. Other students may attend as private enrollees of SER, JOBS FOR PROGRESS, INC. but such enrollment shall not exceed a number at which the DISTRICT funded program may operate effectively; and

WHEREAS, SER represents that it is a non-public vocational school with extensive capabilities and experience in vocational instruction and training and holds Course Approval under the provisions of Section 94312 of the Education Code of the State of California; and

WHEREAS, DISTRICT represents that it has minimum qualifications for instructors teaching these courses and the qualifications are consistent with requirements in other similar courses given at the DISTRICT,

WHEREAS, SER represents that each instructor of SER in this program possesses valid minimum teaching qualifications to teach in the specific vocational subject area as determined by the DISTRICT; and

WHEREAS, SER represents that its financial resources are adequate to insure operation for the duration of the student training period and that SER operates on the basis of sound administrative policies and adheres to non-discriminatory practices and does not and shall not discriminate on the basis of race, ethnic or national origin, sex, age, disability, sexual orientation, or prior educational status or any other unreasonable basis for discrimination; and

WHEREAS, SER represents that its physical facilities meet requirements of state and local safety and health regulations and its equipment and instructional materials are adequate and suitable for the courses offered and the number of students in attendance; and

WHEREAS, SER represents that it maintains current, accurate records of both student attendance (class attendance sheets) and progress (grade sheets). SER consents to inspection of these records by authorized representatives of the DISTRICT, California Community College Board of Governors, and other regulatory and administrative agencies, and such records shall be submitted by SER on a schedule developed by DISTRICT; and

WHEREAS, SER represents that it is free of any pending or existing proceedings against it or that of any of its instructors; or in the alternative, that it can show to the satisfaction to the DISTRICT by way of written evidence that such proceedings are without merit and will be disposed of in favor of SER;

NOW, THEREFORE, in consideration of the conditions, covenants, terms, agreements and recitals contained herein, it is mutually agreed as follows:

All the above recitals are true and correct.

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1. SER RESPONSIBILITIES

SER shall provide vocational instruction, training, facility, equipment, supervision and other services for all enrolled students not to exceed a maximum of 41,000 student hours during the 2011/2012 school year (7/1/2011 through 6/30/2012). The vocational instructional program will be Business Skills, 780 hours. Instruction time shall be provided by SER for all students who wish such instruction during school holidays (excluding legal holidays) and Christmas recess provided such instructional time does not exceed total hours stipulated within this Agreement.

- A. All students shall be under the direct supervision of instructors with a valid credential for community college services or meet minimum qualifications in the area to be taught, such credential to be registered with the Orange County Department of Education and the DISTRICT.
- B. Instruction to be claimed for apportionment under this contract is under the immediate supervision and control of an employee of DISTRICT (Title 5, Section 58058) who has met the minimum qualifications for instruction in vocational subjects in a California community college.
- C. Where the instructor is not a paid employee of DISTRICT, DISTRICT shall enter into a written agreement with each instructor who is conducting instruction for which FTES are to be reported. Instructors paid by SER shall enter into individual instructor service agreements with DISTRICT. These instructor agreements are included herein as APPENDIX A, and by this reference are incorporated into this Agreement.
- D. SER shall provide all necessary instructional supplies and equipment for the students covered by the agreement. All material and equipment supplied by SER

shall remain the property of SER and shall not be removed from the premises without permission of SER.

- E. Except as noted in this Agreement, SER shall not charge students receiving instruction and training under this Agreement additional cost for tuition, supplies, and/or equipment for any instruction and/or training to be provided in accordance with this contract.
- F. SER will provide those administrative functions essential for the operation of its facilities at its own expense.
- G. SER shall provide all students who complete the program job placement services. Record of such placement services shall be kept and reported to the DISTRICT annually.
- H. SER shall be in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Higher Education Act of 1972, Section 504 of the Rehabilitation Act of 1973, the U.S. Presidential Executive Order 11246, and subsequent amendments (if applicable) and the intent of the Board of Governors of the California Community Colleges affirmative action resolution adopted April 12, 1973, and all applicable local, state, and federal health and safety regulations.
- I. SER's courses shall be held at facilities that are clearly identified as being open to the general public. Enrollment in the courses is open to any person who has been admitted to the college and has met any applicable prerequisites.

2. CURRICULUM

The curriculum shall be as described in the Rancho Santiago Community College District's catalog and the program and course outlines on file in the Instruction office

as approved by the Curriculum Council, the Chancellor, the Board of Trustees of the DISTRICT, and Chancellor's Office of the California Community Colleges.

3. DISTRICT RESPONSIBILITIES

- A. DISTRICT is responsible for the education program conducted at this site.
- B. The DISTRICT shall provide the normal administrative functions including admissions, counseling, registration, achievement records, and awarding of completion Certificates comparable to those maintained for any student of the DISTRICT.
- C. Procedures, Terms, and Conditions. The enrollment period for these vocational classes, the student enrollment fees, the number of class hours sufficient to meet the stated performance objectives, the supervision and evaluation of students, and the withdrawal of students prior to completion of a course are determined by DISTRICT.
- D. Instruction to be claimed for apportionment under this contract is under the immediate supervision and control of an employee of DISTRICT who has met the minimum qualifications for instruction in a vocational subject in a California community college.
- E. DISTRICT shall demonstrate control and direction of SER instructors through such actions as providing the instructors, as appropriate, with an instructor's manual, course outlines, curriculum materials, testing and grading procedures, and any other materials and services that DISTRICT would provide to its hourly instructors on campus.
- F. The DISTRICT's policy on open enrollment shall be published in the college catalogue, schedule of classes, and any addenda to the schedule of classes, along

with a description of the course. These courses offered by SER are all noncredit.

G. The courses of instruction specified in this agreement and the outlines of record for such courses have been approved by college's curriculum committee as meeting Title 5 course standards and the courses have been approved by the DISTRICT's Board of Trustees.

H. DISTRICT uses procedures to assure that instructors teaching different sections of the same course teach in a manner consistent with the approved outline of record for that course and those procedures are applied to courses and instructors covered under the agreement and the students are held to a comparable level of rigor.

4. RESPONSIBILITIES OF SER AND DISTRICT

SER and the DISTRICT shall make available ancillary and support services as relating to counseling, guidance, and placement assistance for the students.

5. PAYMENT

The DISTRICT shall pay to SER on a monthly basis TWO DOLLARS AND TWO CENTS (\$2.02) per hour for each student positive attendance hour certified to the DISTRICT for actual attendance during the preceding month at SER's place of instruction for all properly enrolled students who are in good standing with the DISTRICT. Such payment to be considered in full payment to cover all contract cost of operating said instructional program. Total hours shall not exceed a maximum of 41,000 actual student hours of attendance under this contract.

A. SER states that 69% of the above hourly rate represents actual costs of instructors including all salary and related benefits, 5% of the above hourly rate represents

rental of equipment, 20% of the above hourly rate represents rental of facilities, and 6% of the above hourly rate represents other costs of operations.

- B. The DISTRICT shall pay to SER for each student trainee throughout his or her enrollment the hourly rate in force at the time of the trainee's entry into the program or an amount not to exceed the rate charged.
- C. In the event a DISTRICT student withdraws from the program of instruction, or, because of failure to attend scheduled instruction, is dropped from the program, the DISTRICT shall be responsible to SER for payment for only the actual hours of authorized attendance of such students prior to the drop or withdrawal date.

6. COSTS PER STUDENT

Costs per student shall not exceed the total direct and indirect costs to provide the same training in public schools or the tuition the private post secondary school charges its private students, whichever is lower.

7. REIMBURSEMENT PER STUDENT

SER shall not be reimbursed for more than 780 hours of instruction for any one student in Business Skills. Exceptions to these limits will only be allowed with the prior consultation and approval of the District.

8. NEW STUDENTS

SER agrees to accept new students in programs during each enrollment period established by the DISTRICT and according to College enrollment procedures, provided that 41,000 student attendance hours are not exceeded.

9. SUPERVISION

The seven hundred eighty (780) hours of approved instruction and training shall be given under the direct supervision of California licensed instructors holding valid California

teaching credentials authorizing services in the area of clerical/office occupations in vocational programs in a community college or possessing equivalent qualifications established by the DISTRICT, and all DISTRICT students while engaged in such instruction and training shall be under the immediate supervision and control of such instructors.

10. BILLING

SER shall submit and certify statements and billings every two weeks to: Rancho Santiago Community College District, Santa Ana College School of Continuing Education, Centennial Education Center, 2900 W. Edinger, Santa Ana, CA 92704-3902, Attention: Dean of Instruction and Student Services at the end of each month on the forms provided by the DISTRICT. Billings shall include evidence of positive attendance in accordance with State Regulations. All billings shall be accompanied by attendance sheets verifying the number of enrollees and number of actual hours of instruction given.

11. ATTENDANCE

Records of enrollee attendance shall be maintained by SER for a period of five (5) years and shall be available for review by the DISTRICT, its staff, its auditor, the Office of Private Post Secondary Education, and the staff of the Vocational Support Unit of the Chancellor's Office, California Community Colleges.

12. RECORDS

SER shall maintain accurate records of attendance and progress for each student and evaluations of each student at the request of the DISTRICT, and shall submit to the DISTRICT such information from such records as is requested by the authorized representative(s) of the DISTRICT.

13. REPORT

A report will be delivered regarding the accomplishment of the performance objectives for each instructional area at the end of the contract period.

14. TRANSFER STUDENTS

Should it become necessary for one or more DISTRICT students to transfer to the SER from schools and colleges, both public and private, that are accredited and hold valid certificates of course approval and licenses as private, post-secondary, vocational schools for instruction and training in the clerical office occupations, SER agrees to accredit each of such students with one hour for each and every hour of approved instruction and/or training received by, or credited to, such student in the former program.

15. CERTIFICATION BY DISTRICT

DISTRICT hereby certifies that on all student attendance from classes offered through this agreement which it reports for state apportionment, it does not, and will not, receive full compensation for the direct education costs of the courses from any public or private agency, individual, or group.

16. CERTIFICATION BY COUNTY

COUNTY hereby certifies that in receiving the compensation for attendance hours stipulated in this agreement, it does not, and will not receive full compensation for the direct education costs of the courses from any other public or private agency, individual, or group.

17. INSURANCE

A. SER shall obtain and maintain insurance, at the expense of SER, all workers' compensation insurance required by law for its employees in the operation of this

program. SER will provide, when required by law, and at SER's own expense, worker's compensation insurance coverage for the students in SER's program.

B. SER shall maintain during the entire term of this Agreement self insurance for general liability in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) each occurrence and property damage coverage of not less than TWENTY FIVE THOUSAND DOLLARS (\$25,000) per accident. Said coverage shall expressly name the DISTRICT, the BOARD OF GOVERNORS of the California Community Colleges, and the STATE OF CALIFORNIA and their agents, employees, and officers as additional insured. SER shall provide to DISTRICT a certificate of insurance covering the contract period and stating the required coverage.

a. This coverage shall not be canceled or coverage reduced, until notice has been mailed to the DISTRICT stating the date of cancellation or reduction. Coverage shall not be canceled until 30 days have passed from date of receipt of such notice.

b. Such coverage as provided for the DISTRICT, the BOARD OF GOVERNORS of the California Community Colleges, the STATE OF CALIFORNIA, and their officers, agents, and employees shall be primary and any coverage carried by the DISTRICT, the BOARD OF GOVERNORS of the California Community Colleges, the STATE OF CALIFORNIA and their officers, agents, and employees shall be excess and non-contributory. Notice evidencing said coverage shall be at all times furnished to the DISTRICT.

18. INDEMNIFICATION

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

19. EFFECTIVE DATE

This Agreement shall become effective July 1, 2011, and shall be reviewed periodically by the parties hereto. Any amendment or adjustments reasonably necessary shall be made from time to time by mutual agreement. SER shall notify the DISTRICT of any change in facility location during the period of this Agreement. The DISTRICT reserves the right to terminate this Agreement due to a facility change that the DISTRICT determines to be inadequate for instructional purposes.

20. TERMINATION

The DISTRICT and SER reserve the right to terminate this Agreement at the end of any semester or summer session by giving thirty (30) days prior written notice. In addition the DISTRICT may terminate this agreement due to budgetary restraints identified by the Board of Trustees, thirty (30) days after giving written notice.

A. Should the DISTRICT exercise its right to terminate this Agreement, students

currently enrolled shall have the option to complete the current training course at a cost not to exceed the rate per student instructional hour as set forth herein. Such fees shall to be paid directly to SER by the student.

21. NOTICE

Any notice given under this Agreement shall be deemed given when personally served upon the Chancellor of the DISTRICT or upon the Chair of the Board of Directors of SER, JOBS FOR PROGRESS, INC. or when a certified notice is deposited in the mails in Orange County in a sealed envelope with postage thereon fully prepaid from one party to the other addressed as follows, respectively:

TO DISTRICT: RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2323 North Broadway
Santa Ana, CA 92706
Attention: Vice Chancellor
Business Operations/Fiscal Services

TO CONTRACTOR: SER, JOBS FOR PROGRESS, INC.
1243 East Warner
Santa Ana, CA 92706

22. EXPIRATION DATE

This agreement shall expire June 30, 2012.

23. APPROVAL

This Agreement is subject to the approval of the California Community Colleges Chancellor's Office.

IN WITNESS WHEREOF, said parties to this Agreement have executed these presentations and here unto set their hands on the day and year first written.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Signature:

Date:

Peter J. Hardash, Vice Chancellor
Business Operations/Fiscal Services
Rancho Santiago Community College District
2323 N. Broadway
Santa Ana, CA 92706
(714) 480-7340

SER, JOBS FOR PROGRESS, INC.

Signature:

Date:

Ronald Puente, Director
1243 E. Warner
Santa Ana, CA 92706
(714) 556-8741

APPENDIX A

INDIVIDUAL INSTRUCTOR SERVICES AGREEMENTS

- Ali Alizadeh
- Tristen A. Auxier
- Esmeralda Godoy
- Jennifer Kapp
- Ryan A. Saucedo

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santa Ana College School of Continuing Education**

To:	Board of Trustees	Date: May 23, 2011
Re:	Approval of Instructional Agreement with SER, Jobs for Progress, Inc. for Basic Skills Training	
Action:	Request for Approval	

BACKGROUND

Rancho Santiago Community College District contracts with SER, Jobs for Progress, Inc. to operate Basic Skills/ESL training. The District collects state funding on the attendance generated under this agreement and pays SER an hourly rate per hour of attendance to provide the services. The SER, Jobs for Progress, Basic Skills Training Agreement SAC-11-016, is effective July 1, 2011, to June 30, 2012.

ANALYSIS

For 2011-2012, Santa Ana College proposes to contract with SER to provide 154,000 student attendance hours in Basic Skills, ESL, and GED Preparation, at the rate of \$2.02 per attendance hour. These are the same terms that were in effect at the end of 2010-2011.

RECOMMENDATION

It is recommended that the Board of Trustees approve the instructional agreement with SER, Jobs for Progress, Inc. for Basic Skills Training for program year 2011-2012.

Fiscal Impact:	\$311,080	Board Date: May 23, 2011
Prepared by:	Ed Ripley, Vice President, SAC School of Continuing Education Nilo Lipiz, Dean of Instruction and Student Services	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Dr. Raúl Rodriguez, Chancellor, RSCCD	

SER, JOBS FOR PROGRESS, INC.

BASIC SKILLS TRAINING AGREEMENT

THIS AGREEMENT, made and entered into on the 1st day of July 2011, between Rancho Santiago Community College District, hereinafter called the "DISTRICT" and SER, JOBS FOR PROGRESS, INC., 1234 E. Warner, Santa Ana, California 92706, a private, non-profit community based organization herein referred to as "SER."

W I T N E S S E T H

WHEREAS, the Governing Board of the DISTRICT has approved the contracting out of this education program pursuant to Education Code 78015; and

WHEREAS, the DISTRICT is authorized under Section 78021 of the California Education Code to establish contract education programs by agreement with any public or private agency, corporation, or association to provide specific educational programs or training to meet the specific needs of these organizations; and

WHEREAS, the DISTRICT wishes to offer educational programs and services in SER's facilities located at 1243 E. Warner Avenue, Santa Ana, CA 92706; and

WHEREAS, SER, as a private non-profit organization in the State of California, can enter into agreement with the DISTRICT for the provision of educational programs and services for participants in the facilities which it operates; and

WHEREAS, the District is authorized under Section 78021 of the California Education Code to claim state apportionment for units of full time equivalency students (FTES) generated in contract education classes if all statutory and regulatory conditions for generating FTES are met; and

WHEREAS, SER operates on the basis of sound administrative policies and adheres to nondiscriminatory practices and does not and shall not discriminate on the basis of race, ethnic or national origin, sex, age, disability, sexual orientation, prior educational status or any other unreasonable basis for discrimination; and

WHEREAS, SER represents that its physical facilities meet requirements of state and local safety and health regulations and are adequate and suitable for the courses offered and the number of students in attendance; and

WHEREAS, SER represents that it maintains current, accurate records of both student attendance and progress, and SER consents to inspection of these records by authorized representatives of the DISTRICT, the California Community College Board of Governors, and other regulatory and administrative agencies.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

All the above recitals are true and correct.

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A. TERM

The term of this Agreement shall be for one (1) year commencing July 1, 2011, and terminating June 30, 2012, unless earlier terminated by either party in the manner set forth herein.

B. OPTIONAL TERMINATION

SER or DISTRICT may terminate this Agreement, without cause, upon thirty (30) days written notice to the other party.

C. DISTRICT RESPONSIBILITIES

1. DISTRICT shall pay SER to provide instruction and training in SER'S facility at 1243 E. Warner, Santa Ana, CA 92706, and DISTRICT is responsible for this education program that is conducted at this site.
2. DISTRICT shall pay SER to provide instruction in the following subject areas:

Subject

- a) Basic Education
- b) English as a Second Language
- c) Preparation for GED Test (also includes)
 - English 083 Composition
 - English 084 Composition II
 - Mathematics 156 Essential Math I
 - Mathematics 157 Essential Math II

TOTAL STUDENT ATTENDANCE HOURS NOT TO EXCEED 154,000 HOURS.

3. In the event a DISTRICT student withdraws from the program of instruction, or, because of failure to attend scheduled instruction, is dropped from the program, the DISTRICT shall be responsible to SER for payment for only the actual hours of authorized attendance of such student prior to the drop or withdrawal date.
4. The curriculum shall be as described in the Rancho Santiago Community College District's Catalog and the program and course outlines on file in the Instruction Office as approved by the Curriculum Council, the Chancellor, the Board of Trustees of the DISTRICT, and the Chancellor's Office of the California Community Colleges. The DISTRICT's policy on open enrollment is published in the DISTRICT's Catalog, together with the schedule of classes, (Title 5, Section 51006), along with descriptions of the courses. These courses offered by SER are all noncredit.

5. The DISTRICT shall collect state apportionment on the full time equivalent students (FTES) generated by this instructional program.
6. Instruction to be claimed for apportionment under this contract is under the immediate supervision and control of an employee of DISTRICT (Title 5, Section 58058) who has met the minimum qualifications for instruction in noncredit subjects in a California community college.
7. DISTRICT shall use selected SER staff as instructors to provide the instruction and training covered by this Agreement. In order to meet the Education Code requirement in Section 58050 (a) (7) of Title V of the California Code of Regulations, which states that students be under the immediate supervision of an "employee" of the DISTRICT, the DISTRICT will invoke the provisions of Title V Section 58058 (b). Accordingly, the SER staff who are used as instructors are required to enter into individual instructor service agreements with the District regarding their responsibilities for delivering the curriculum called for by this agreement. DISTRICT has the primary right to control and direct the instructional activities of the instructors while they are teaching the classes that are the subject of this Agreement. DISTRICT will demonstrate its control and direction through such actions, where appropriate, as providing the instructor with an orientation, an instructor's manual, course outlines, curriculum materials, testing and grading procedures, and any other materials and services it would provide to its hourly instructors on campus.
8. DISTRICT has minimum qualifications for instructors teaching these courses and those qualifications are consistent with requirements in other similar courses given at the DISTRICT.
9. DISTRICT uses procedures to assure that instructors teaching different sections of the same course teach in a manner consistent with the approved outline of record for that course and those procedures are applied to courses and instructors covered under the Agreement and the students are held to a comparable level of learning outcomes.
10. DISTRICT shall reimburse SER for use of its staff as instructors in the instructional program and for use of the facilities for instructional purposes according to the terms stated below in Section "E."
11. DISTRICT shall provide the normal administrative functions including admissions, counseling, registration, achievement records, awarding of completion certificates comparable to those maintained for any student of the DISTRICT.
12. Procedures, Terms, and Conditions. The enrollment period for these classes, the student enrollment fees, the number of class hours sufficient to meet the stated performance objectives, the supervision and evaluation of students, and the

withdrawal of students prior to completion of a course are determined by DISTRICT.

D. SER RESPONSIBILITIES

SER will provide staff and facilities for the DISTRICT to utilize in the operation of its instructional program.

1. SER staff who are used as instructors shall meet appropriate state and local minimum qualifications to teach in the subject areas covered by this Agreement.
2. Pursuant to Section 58058 (b) of Title V of the California Code of Regulations, SER staff who are used as instructors under this Agreement shall be required to enter into an individual agreement with the DISTRICT regarding his/her responsibility as an instructor for the DISTRICT specifically for delivery of the curriculum covered by this Agreement. These instructor agreements are included herein as APPENDIX A, and by this reference are incorporated into this Agreement.
3. The ONE HUNDRED AND FIFTY FOUR THOUSAND (154,000) hours of approved instruction and training shall be given under the direct supervision of California licensed instructors holding valid California teaching credentials authorizing services in the areas to be taught under this Agreement in vocational programs in a community college or possessing equivalent qualifications as established by the DISTRICT, and all DISTRICT students while engaged in such instruction and training shall be under the immediate supervision and control of such instructors.
4. SER shall maintain accurate records of attendance and progress for each student and evaluations of each student at the request of the DISTRICT, and shall submit to the DISTRICT, on a schedule developed by the DISTRICT, such information from such records as is requested by the authorized representatives of the DISTRICT. Records will be open for review at all times by officials of the DISTRICT.
5. DISTRICT shall not be obligated to make any payment to SER staff for services under the terms of this Agreement. It is agreed and understood that any and all salary and benefits payable or owing to SER staff who are used as instructors under the terms of this Agreement are the sole responsibility and liability of SER.
6. Except as noted in this Agreement, SER shall not charge students receiving instruction and training under this contract additional cost for tuition, supplies, and/or equipment for any instruction and/or training to be provided in accordance with this contract.

7. Costs per student shall not exceed the total direct and indirect costs to provide the same training in public schools or the tuition the private post secondary school charges its private students, whichever is lower.
8. SER agrees to accept new students during each enrollment period established by the DISTRICT.
9. Should it become necessary for one or more DISTRICT student(s) to transfer to SER from schools or colleges, both public and private, that are accredited and hold valid certificates of course approval and licenses as private, post-secondary, vocational schools for instruction and training, SER agrees to accredit each of such students with one hour for each and every hour of approved instruction and/or training received by, or credited to, such student in the former program.
10. SER staff who shall conduct the classes governed by this Agreement shall do so according to the following schedule:
 - a. Basic Skills
8:00 - 12:00 noon M - F
1:00 - 2:00 p.m. M - F
 - b. ESL
8:00 - 12:00 noon M - F
1:00 - 2:00 p.m. M - F
11. SER shall not be reimbursed for more than the total hours called for in the curriculum in any one subject area for any one student.
12. SER shall submit and certify statements and billings at least once a month to:

Rancho Santiago Community College District
 Santa Ana College
 School of Continuing Education
 Centennial Education Center
 2900 West Edinger Avenue
 Santa Ana, CA 92704-3902
 Attention: Dean of Instruction and Student Services

Billings shall include evidence of positive attendance in accordance with State regulations. All billings shall be accompanied by attendance sheets verifying the number of enrollees and number of actual hours of instruction given. Records of enrollees' attendance shall be maintained by the SER for a period of five (5) years and shall be available for review by the DISTRICT, the Office of Private Postsecondary Education, and the Chancellor's Office of the California Community Colleges.

13. SER shall provide those administrative functions essential for the operation of its facilities.
14. SER will deliver a report regarding the accomplishment of the performance objectives for each instructional area at the end of the contract period.
15. SER's courses are held at facilities which are clearly identified as being open to the general public. (Title 5, Section 58051.5) Enrollment in the courses are open to any person who has been registered in the college's noncredit program and has met any applicable prerequisites. (Title 5, Sections 51006 and 58106)

E. RESPONSIBILITIES OF DISTRICT AND SER

The DISTRICT and SER shall make available ancillary and support services as relating to counseling, guidance, and placement assistance for the students.

F. PAYMENT

The DISTRICT shall reimburse SER for the use of staff and facilities at the rate of TWO DOLLARS AND TWO CENTS (\$2.02) per student attendance hour, up to a maximum of 154,000 hours. The hours claimed under this agreement must be certified to the DISTRICT for actual attendance during the preceding month for all properly enrolled students. Such payment is considered full payment to cover all of SER's contract cost of operating the instructional programs covered by this Agreement.

1. SER states that 69% of the above hourly rate represents actual costs of instructors including salaries and related benefits, 5% of the above hourly rate represents equipment costs, 20% represents facilities costs, and 6% represents other costs of operation.

G. CERTIFICATION BY DISTRICT

DISTRICT hereby certifies that on all student attendance from classes offered through this Agreement which it reports for state apportionment, it does not, and will not, receive full compensation for the direct education costs of the courses from any public or private agency, individual, or group.

H. CERTIFICATION BY COUNTY

COUNTY hereby certifies that in receiving the compensation for attendance hours stipulated in this Agreement, it does not, and will not, receive full compensation for the direct education costs of the courses from any other public or private agency, individual, or group.

I. INSURANCE

1. SER shall maintain insurance for workers' compensation, required by law for its employees in the operation of this program.
2. SER provides, when required by law and at SER's own expense, workers' compensation insurance coverage for any student.
3. SER shall maintain during the entire term of this Agreement self insurance for general liability in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) each occurrence and property damage coverage of not less than TWENTY FIVE THOUSAND DOLLARS (\$25,000) per accident. Said coverage shall expressly name the DISTRICT, the BOARD OF GOVERNORS of the California Community Colleges, and the STATE OF CALIFORNIA and their agents, employees, and officers as additional insured. SER shall provide to DISTRICT a certificate of insurance covering the contract period and stating the required coverage.
 - a. This coverage shall not be canceled or coverage reduced, until notice has been mailed to the DISTRICT stating the date of cancellation or reduction. Coverage shall not be canceled until 30 days have passed from date of receipt of such notice.
 - b. Such coverage as provided for the DISTRICT, the BOARD OF GOVERNORS of the California Community Colleges, the STATE OF CALIFORNIA, and their officers, agents, and employees shall be primary and any coverage carried by the DISTRICT, the BOARD OF GOVERNORS of the California Community Colleges, the STATE OF CALIFORNIA and their officers, agents, and employees shall be excess and non-contributory. Notice evidencing said coverage shall be at all times furnished to the DISTRICT.

J. INDEMNIFICATION

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

IN WITNESS WHEREOF, the parties have executed the agreement in the County of Orange,
State of California.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Signature:

Date:

Peter J. Hardash, Vice Chancellor
Business Operations/Fiscal Services
Rancho Santiago Community College District
2323 N. Broadway
Santa Ana, CA 92706
(714) 480-7340

SER, JOBS FOR PROGRESS, INC.

Signature:

Date:

Ronald Puente, Director
1243 E. Warner
Santa Ana, CA 92706
(714) 556-8741

APPENDIX A

INDIVIDUAL INSTRUCTOR SERVICES AGREEMENTS

- Ali Alizadeh
- Tristen A. Auxier
- Esmeralda Godoy
- Jennifer Kapp
- Ryan A. Saucedo

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

To:	Board of Trustees	Date: May 23, 2011
Re:	Approval of New OTA Agreement – Long Beach Memorial Medical Center	
Action:	Request for Approval	

BACKGROUND

The Occupational Therapy Assistant Program of Santa Ana College is required to offer all program students Fieldwork opportunities at sites throughout the community in order to gain practical field experience. This is necessary to apply the knowledge and skills they have learned in their college classes. This is a 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 three (3) years or until termination by written notice of either party. The agreement has been reviewed by Dean Bart Hoffman and college staff. It carries no costs or other financial arrangements.

RECOMMENDATION

It is recommended that the Board of Trustees approve this agreement with Long Beach Memorial Medical Center in Long Beach, California.

Fiscal Impact:	None	Board Date: May 23, 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:	Raul Rodriguez, Ph.D., Chancellor, RSCCD	

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
ON BEHALF OF
SANTA ANA COLLEGE
EDUCATIONAL AFFILIATION AGREEMENT
OCCUPATIONAL THERAPY ASSISTANT PROGRAM**

This Educational Affiliation Agreement is made and entered into by and between Rancho Santiago Community College District on behalf of Santa Ana College (collectively the "District") and Long Beach Memorial Medical Center, a California nonprofit public benefit corporation, and Long Beach Memorial Medical Center, a California nonprofit public benefit corporation, dba Miller Children's Hospital (collectively the "Facility").

RECITALS

- A. District has an approved program(s) for the instruction and training of students as identified on Exhibit "A", which is attached and incorporated herein, hereinafter referred to as "Program". Such Program requires field experience in the community.
- B. Facility owns and operates an acute care hospital that is appropriate for furnishing such experience.
- C. It mutually benefits Facility and District to allow the employees ("Faculty") and students ("Students") of Program to use Facility for their field experience, consistent with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the covenants, conditions and agreements hereinafter set forth, and in consideration of the mutual benefits to be derived therefrom, the parties agree as follows:

**ARTICLE I
General Information**

- 1.1 The Program is an educational Program of District and not Facility. The Students participating in the Program shall be, at all times, under the exclusive control and are the exclusive responsibility of District.
- 1.2 District and Facility shall mutually set the times, place and subject matter for the Program that will be conducted at Facility.
- 1.3 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 facility regulations and must conform to the same standards as are for Facility employees in matters relating to the welfare of patients and general Facility operations.

- 1.4 The Program shall be conducted without the payment of any consideration by District or Facility to the other or to any Student participating in the Program.
- 1.5 The Parties agree that all Student activities that are required, as a part of the Program will be performed under the appropriate supervision of a qualified Facility employee.
- 1.6 The length of the Student's clinical experience at Facility shall be agreed upon by the parties prior to the Student(s)' arrival at Facility.
- 1.7 The maximum number of Students who will be accepted at Facility at any one time for clinical training shall be determined by Facility.
- 1.8 District shall provide Facility with the Program Coordinator's name and contact information prior to the start of each Clinical Rotation.
- 1.9 District shall provide Facility with the educational objectives for the Program for Students gaining field experience at Facility under this Agreement prior to the start of each clinical rotation.
- 1.10 Facility may suspend or terminate any Student from field experience at Facility, acting with or without cause. A Student may be suspended immediately, if, in Facility's sole judgment and discretion, the Student's conduct or behavior threatens the health, safety or welfare of any patients, invitees, or employees at Facility. An immediate suspension shall be imposed by Facility on a temporary basis only until Facility can confer with District and attempt to resolve the suspension, but the final decision regarding the Student's continued participation in the field experience at Facility is vested in Facility.
- 1.11 Notice. All notices or other communications that either party may desire or may be required to deliver to the other party may be delivered in person or by depositing the same in the United States mail, postage prepaid, certified or registered mail, return receipt requested by overnight courier, or by electronic facsimile, confirmed in writing, addressed or delivered as follows:

If directed to Facility: Long Beach Memorial Medical Center
2801 Atlantic Avenue
Long Beach, CA 90806
Attention: Patricia Nakazawa
Contracts & Grants Manager

Long Beach Memorial Medical Center dba
Miller Children's Hospital
2801 Atlantic Avenue
Long Beach, CA 90806
Attention: Patricia Nakazawa
Contracts & Grants Manager

Cc: Legal Department
Memorial Health Services
17360 Brookhurst Avenue
Fountain Valley, CA 92708

If directed to District: Rancho Santiago Community College District
on behalf of Santa Ana College
2323 N. Broadway
Santa Ana, CA 92706
Attn: Debbie Hyman
Title: Academic Fieldwork Coordinator

Either party may change the address to which notices are to be delivered by giving notice hereinabove provided. Any notice shall be deemed to have been given, if hand delivered, or sent by overnight courier, as of the date delivered or if sent by electronic facsimile when confirmed in writing, or if mailed as provided herein, on the third (3rd) day after mailing.

ARTICLE II

Term of Agreement

- 2.1 The term of this Agreement shall be for a period of three (3) years commencing on the first (1st) day of May, 2011 and terminating on the 30th day of April, 2014, unless terminated in accordance with the provisions of this Agreement.
- 2.2 This Agreement may be terminated by either party, acting with or without cause, upon giving thirty (30) days prior written notice to the other party except that any Student already assigned to and accepted by the Facility shall be allowed to complete any in-progress clinical practicum assignment at Facility.
- 2.3 This Agreement shall immediately terminate if District's licenses, accreditations or certifications required for the Program are terminated, revoked, reduced, or any type of disciplinary action is taken against District by any accreditation or regulatory agency.

**ARTICLE III
Non-Discrimination**

- 3.1 Neither District nor Facility shall discriminate against any person because of race, color, religion, sex, creed, marital status, national origin, age or handicap, or on any other basis prohibited by law.

**ARTICLE IV
Responsibilities of District**

- 4.1 District shall provide Facility with the Student information as requested by Facility at least two (2) weeks before a Student is scheduled to begin training at Facility. Facility shall provide District with copies of the required Student information.
- 4.2 District agrees to comply with the Facility's policies, procedures and rules relating to the Program.
- 4.3 District shall maintain the health certification documentation for each Student for the time the Student is in training at Facility plus at least one (1) year beyond the date the Student completed training at Facility.
- 4.4 District shall inform Student that Student shall make all health records available for inspection by Facility upon reasonable notice.
- 4.5 Facility shall not be responsible for providing any part of the health examination or health clearance of Students, nor shall Facility be responsible for any part of the cost of providing such health clearance or maintaining the health records required by this Agreement. Facility may, at its sole option, provide health clearance services to a particular Student provided either District or Student agrees to pay for the services provided by the Facility.
- 4.6 District shall immediately notify Facility in writing of any current or past Student in the Program, who has or had at the time of his or her field experience at Facility a medical condition that poses a health risk to patients, employees or invitees. If the Student is currently participating in field experience at the Facility, District shall remove Student until such time that he or she no longer poses a health threat. Student shall provide Facility with a written medical clearance signed by the Student's treating physician prior to the Student returning to Facility.
- 4.7 District shall be responsible for Students' academic preparation. District ensures all Students have completed the required prerequisite didactic and clinical portion of the curriculum prior to their field experience at Facility.
- 4.8 District shall be responsible for the general conduct of its Students and their complying with Facility policies, rules and regulations and applicable state and federal laws, rules and regulations during their field experience at Facility.

- 4.9 District shall assure that instructors and students in the Program maintain the confidentiality of any and all patient and other information received in the course of the Program and do not discuss, transmit or narrate in any form any patient information of a personal nature, medical or otherwise except as necessary part of a patient's treatment plan of the Program.
- 4.10 District shall assure, to the satisfaction of Facility, that each Program Student, prior to any patient observation period or participation in any clinical experience, has received training in HIPAA compliance and blood and body fluid standard precautions consistent with the Center for Disease Control guidelines, including any Facility orientation requirements. District will certify in the Student enrollment form that the Student has completed the required training.
- 4.11 District shall appoint a person to coordinate the Program for District ("Program Coordinator"). The Program Coordinator shall supervise all aspects of District's involvement in Program. The Program Coordinator and other Faculty shall abide by the Facility's rules and regulations.
- 4.12 District shall arrange for periodic conferences between the Program Coordinator and Facility to evaluate the clinical experience provided under this Agreement.
- 4.13 District shall be responsible for obtaining and maintaining all licenses, accreditation and certifications necessary for the Program.

ARTICLE V Student's Responsibilities

- 5.1 District shall assure that Students understand and comply with their responsibilities under this Agreement as set forth below:
 - (a) Perform their functions in accordance with all the Facility's policies and rules and with the rules and policies of the specific department to which they are assigned;
 - (b) Comply with all applicable State and Federal laws and regulations, and the Joint Commission on Accreditation for Healthcare Organizations ("JCAHO") standards that apply to Facility;
 - (c) Student shall maintain health insurance and professional liability insurance coverage either through a program offered by District or individually;
 - (d) Arrange and pay for all of their own expenses, including their transportation, support, maintenance, health care and living accommodations;

- (e) Report to Facility on time, timely contact District and Facility when they will be absent from the Facility when they are scheduled to be at the Facility, act in a professional manner and dress appropriately;
- (f) Assume responsibility for personal illness, necessary immunizations, tuberculin tests, chest x-rays, and annual health examinations;
- (g) Student shall reimburse Facility for any emergency health care or first aid provided by Facility;
- (h) Maintain the confidentiality of patient information; and
- (i) Avoid infectious or communicable diseases and inform Facility and District immediately if they have or might have been exposed to an infectious or communicable disease.

**ARTICLE VI
Facility's Responsibilities**

- 6.1 Facility shall accept from District the mutually agreed upon number of Students and shall permit said Students and District Faculty access to Facility as Facility determines is appropriate for the purposes of providing the field experience expected in the Program.
- 6.2 Facility shall provide appropriate orientation and information regarding the policies, rules and regulations of the Facility to incoming Students and Faculty.
- 6.3 Facility shall designate a person at Facility who will coordinate the Students' experiences at Facility (Facility Coordinator).
- 6.4 Facility will provide evaluations to District of each Student's performance in the Program in a manner agreed upon by the parties.
- 6.5 Facility shall provide Students with any necessary emergency health care or first aid for accidents occurring at the Facility. Student or District shall be responsible for paying the Facility charges for such care.
- 6.6 Facility shall not decrease the number of staff or alter staffing patterns due to the presence or absence of students in assigned areas. Facility shall assure that its staff is sufficient in number, quality and stability in insure safe and continuous service to patients and families.
- 6.7 Facility shall, at all times, retain professional and administrative responsibility for patient care and all services rendered at Facility.

**ARTICLE VII
Independent Contractors**

- 7.1 The parties expressly agree that this Agreement is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association between or among the District, Faculty, District Coordinator, Facility, Facility Coordinator and/or Students, but rather as an agreement by and between independent contractors. Facility shall not assume any liability under any employment or workers' compensation law based on Students and Faculty performing services, receiving education or traveling pursuant to this Agreement.

**ARTICLE VIII
Insurance**

- 8.1 District at its sole expense will procure and maintain in full force and effect, with one (1) or more approved California insurance companies, or through a program of self insurance, adequate professional and general liability insurance to provide coverage against the perils of bodily injury, personal injury, and property damage, including the operation of a motor vehicles and to cover such liabilities as are imposed by law and assumed under written contract, with limits of at least One Million Dollars (\$1,000,000) each occurrence and Three Million Dollars (\$3,000,000) annual aggregate and general liability insurance with limits of at least One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate with excess insurance coverage providing an additional Five Million Dollars (\$5,000,000) per occurrence and up to an additional aggregate of Five Million Dollars (\$5,000,000).
- 8.2 District will provide Facility with certificates of the foregoing coverage prior to execution of this Agreement and at least annually thereafter. District shall provide at least thirty (30) days' written notice to Facility of any substantial change to or cancellation of said insurance.
- 8.3 Each Student shall procure professional liability insurance either through a program offered by District, or individually at Student's own expense through an approved California insurance company with limits of at least One Million Dollars (\$1,000,000) each occurrence and Three Million Dollars (\$3,000,000) annual aggregate.
- 8.4 Each Student shall procure adequate health care coverage to cover all necessary medical care either through a program offered by District or through individual coverage at Student's sole expense. Facility shall assume no responsibility for providing or paying for Student's medical care.

- 8.5 District shall procure and maintain Workers' Compensation insurance to cover its employees, agents while participating in the clinical experience, in compliance with the statutory requirements of California law.
- 8.6 Facility will participate in the Memorial Health Services Self-Insurance Program to provide coverage against the perils of bodily injury, personal injury, and property damage and to cover such liabilities as are imposed by law and assumed under written contract, with limits of at least Three Million Dollars (\$3,000,000) each occurrence and Ten Million Dollars (\$10,000,000) annual aggregate. Facility will, upon request, provide District with evidence of the foregoing coverage. Facility shall provide at least thirty (30) days written notice to District of any substantial change to or cancellation of said insurance.
- 8.7 Obligations pursuant to Article VII shall survive termination or expiration of this Agreement.

**ARTICLE IX
Indemnification**

- 9.1 District hereby agrees to defend, indemnify and hold harmless Facility, its parents, subsidiaries, directors, officers, attorneys, agents and their employees from and against claims, losses, liabilities, expenses (including reasonable attorneys' fees), judgments or settlements arising from injury to person or property, including death arising from any negligence on the part of District, its Faculty, agents or its employees in connection with or arising out of the acts or omissions in services performed under this Agreement or any breach or default in performance of any of District's obligations hereunder.
- 9.2 Facility hereby agrees to defend, indemnify and hold harmless District, its Board of Trustees, employees, agents, officers, from and against claims, losses, liabilities, expenses (including reasonable attorneys' fees), judgments or settlements arising from injury to person or property, including death arising from any negligence on the part of Facility, its parents, subsidiaries, directors, officers, agents and employees in connection with or arising out of the acts or omissions in services performed under this Agreement or any breach or default in performance of any of Facility's obligations hereunder.
- 9.3 Obligations pursuant to Article IX shall survive termination or expiration of this Agreement.

**ARTICLE X
Compliance**

- 10.1 Both parties agree to comply with all applicable State and Federal laws, rules and regulations, as they now exist or may hereafter be amended or changed, in the performance or carrying out of its obligations under this Agreement.

- 10.2 District shall ensure that all Students have not been excluded, currently or in the past, from participating in any Federal or State health care program. District shall immediately remove any Student from the field experience at Facility if the Student is excluded from participating in any Federal or State Health care program.
- 10.3 District agrees to amend this Agreement as may be necessary in order for Facility to maintain its tax-exempt financing or to obtain new tax-exempt financing. Immediately upon request by Facility, District shall execute any and all such amendments presented by Facility and shall return said fully executed original amendments to Facility forthwith.
- 10.4 For purposes of this Agreement, Students shall be considered "work force members," defined as individuals who are given access to Facility's protected health information ("PHI"), which means any information whether oral or recorded in any form or medium, created or received by Students and: (i) that relates to the past, present or future physical or mental condition of the patient; the provision of health care to the patient; or the past, present or future payment for the provision of health care to the patient; and (ii) that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the patient and shall have the same meaning as the term "protected health information" in 45 CFR §164.501. As members of the work force, Students will be required to participate in certain education and training related to security and protection of PHI. Both parties shall implement appropriate safeguards to prevent the use or disclosure of Protected Health Information other than as contemplated by this Agreement.

ARTICLE XI General Provisions

- 11.1 Assignment. Subject to the restrictions set forth herein, this Agreement shall be binding upon and shall inure to the benefit of the parties and their respective heirs, legal representatives, and permitted successors and assigns. Neither party may assign this Agreement without the written consent of the other party.
- 11.2 Arbitration. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled by a single arbitrator in the arbitration at Los Angeles, California, administered by the American Arbitration Association under its Commercial Arbitration Rules, and judgement on any award rendered by the arbitrator may be entered in any court having jurisdiction thereof. The discovery provisions of the California Code of Civil Procedure relating to arbitration, including the provisions of §1283.05, shall be applicable to the arbitration proceeding. The costs of any such proceeding shall be paid by the party instigating the arbitration unless such party is declared by the arbitrator to be substantially successful in securing the award of the determination sought by

such party in such proceedings, in which event the costs of such proceedings shall be paid by the unsuccessful party or parties. Notwithstanding the above, in the event any party wishes to obtain injunctive relief or a temporary restraining order, such party may initiate an action for such relief in a court of law and the decision of the court of law with respect to the injunctive relief or temporary restraining order shall be subject to appeal only through the courts of law. Should the parties, prior to submitting a dispute to arbitration, desire to utilize other impartial dispute settlement techniques such as mediation or fact-finding, a joint request for such service may be made to the American Arbitration Association, or the parties may initiate such other procedures as they may mutually agree at such time. The provisions of this Section shall survive the termination of this Agreement.

- 11.3 Governing Law. This Agreement shall be governed by the laws of the State of California.
- 11.4 Captions. Any captions to or headings of the Articles, Paragraphs, Sections or subparagraphs or subsections of this Agreement are solely for the convenience of the parties, and shall not be interpreted to affect the validity of this Agreement or to limit or affect any rights, obligations, or responsibilities of the parties arising hereunder.
- 11.5 Entire Agreement. This Agreement, including all exhibits, attachments and amendments hereto, contains all the terms and conditions agreed upon by the parties regarding the subject matter of this Agreement. Any prior agreements, promises, negotiations or representations of or between the parties, either oral or written, relating to the subject matter of this Agreement, which are not expressly set forth in this Agreement are null and void and of no further force or effect.
- 11.6 Modification. This Agreement can be amended only with a written agreement signed by the parties. All such amendments shall be attached hereto and shall become part of this Agreement.
- 11.7 Terminology. Whenever the context hereof requires, the gender of all terms shall include the masculine, feminine, and neuter, and the number shall include the singular and plural.
- 11.8 Interpretation. No provision in this Agreement is to be interpreted for or against any party because that party or that party's legal representative drafted such provision.
- 11.9 Waiver of Breach. No breach of any provision hereof can be waived unless in writing. The waiver of any one breach of any provision of this Agreement shall not be deemed a waiver of any other breach of either the same or any different provision.

11.10 Use of Name. Neither party shall use the name, address, logo or other trademarks of the other party without the other party's prior written consent.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed and do each hereby warrant and represent that their respective signatory whose signature appears below has been and is on the date of this Agreement duly authorized by all necessary and appropriate corporate actions to execute this Agreement.

FACILITY:

Long Beach Memorial Medical Center

By: _____
Diana Hendel, Chief Executive Officer

Date: _____, 2011

Long Beach Memorial Medical Center
dba Miller Children's Hospital

By: _____
Diana Hendel, Chief Executive Officer

Date: _____, 2011

DISTRICT:

Rancho Santiago Community College District
on behalf of Santa Ana College

By: _____
Peter J. Hardash, Vice Chancellor
Business Operations & Fiscal Services

Date: _____, 2011

Approved as to form.
<i>Donald M. Chapman</i>
Signature
<i>Sr. Assoc. Counsel</i>
Title
<i>4/22/11</i>
Date

EXHIBIT "A"

PROGRAMS

Under this Educational Affiliation Agreement dated May 1, 2011, the University provides the following Programs:

- Occupational Therapy Assistant Program

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

To:	Board of Trustees	Date: May 23, 2011
Re:	Approval of New OTA Agreement – Desert OT for Kids	
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 agreement with Desert OT for Kids in Palm Desert, California.

Fiscal Impact:	None	Board Date: May 23, 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:	Raul Rodriguez, Ph.D., Chancellor, RSCCD	

AGREEMENT

Occupational Therapy Assistant Program

THIS AGREEMENT is made and entered into the 24th day of May, 2011 by and between **Desert OT for Kids**, hereinafter called the Agency, and **Rancho Santiago Community College District** on behalf of **Santa Ana College**, hereinafter called the District.

PART I. **BASIS AND PURPOSE OF AGREEMENT**

WITNESSETH:

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

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

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

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

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

PART II. **GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE COLLEGE**

A. For the Program in General

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

4. For Student Workmen's Compensation
The District shall carry Workmen's Compensation Insurance on students of the District during clinical assignment, and keep records of clinical attendance for audit by the State Workmen's Compensation Insurance Fund.
- B. For Program Planning
1. The District will initiate the development of mutually acceptable clinical instruction plans for using the Agency's clinical areas to meet the educational goals of Occupational Therapy Assistant Program curricula. These plans will be made available to the Agency at a mutually agreed upon time prior to the beginning of the school term and subject to revision in instances of conflicts with agency patient care responsibilities and/or District interests.
 2. The District has the privilege of regularly scheduled meetings with Agency staff, including both selected Agency personnel and administrative level representatives for the purpose of interpreting, discussing, and evaluating the educational program in occupational therapy.
- C. For Occupational Therapy Assistant Program Students
1. The District will be responsible for assuring that Occupational Therapy Assistant Program students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness, and shall provide certification that the Occupational Therapy Assistant Program students have been immunized against the common communicable diseases.

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

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

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

B. For Services and Facilities

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

C. For the Control of District Personnel

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

PART IV. **JOINT RESPONSIBILITIES AND PRIVILEGES**

A. For publications

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

B. Insurance:

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

C. Indemnification

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

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

A. Occupational Therapy Assistant Program students shall have the status as learners and shall not be considered to be Agency employees nor shall they replace Agency staff. Any service rendered by the student during the experience is to be considered in addition to planned patient care in that area. Clinical experience will be conducted as a laboratory learning experience. The Agency will provide regular staffing for patient care in areas where students are obtaining clinical experience.

B. Occupational Therapy Assistant Program students are subject to the authority, policies, and regulations of the district. They are also subject, during clinical assignment, to applicable agency regulations and must conform to the same standards as are for Agency employees in matters relating to the welfare of patients and general Agency operations.

C. Occupational Therapy Assistant Program students shall be responsible for proper coverage in regard to malpractice insurance, or any other liability insurance that might be required by either the District or the Agency.

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

PART VI. PERIOD OF AGREEMENT, TERMINATION

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

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

**District: Rancho Santiago Community
College District**

**Rancho Santiago Community College
District**

2323 North Broadway
Santa Ana, CA 92706

Agency: Desert OT for Kids

Desert OT for Kids

77564 Country Club Drive, Suite 368
Palm Desert, CA 92211

Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services

Beth Aune, OTR/L
Sole Proprietor

Date: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Human Services and Technology Division

To: Board of Trustees	Date: May 23, 2011
Re: Approval of New OTA Agreement – Palmdale Regional Medical Center	
Action: Request for Approval	

BACKGROUND

The Occupational Therapy Assistant Program of Santa Ana College is required to offer all program students Fieldwork opportunities at sites throughout the community in order to gain practical field experience. This is necessary to apply the knowledge and skills they have learned in their college classes. This is a 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 agreement with Palmdale Regional Medical Center in Palmdale, California.

Fiscal Impact: None	Board Date: May 23, 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: Raul Rodriguez, Ph.D., Chancellor, RSCCD	

AGREEMENT

Occupational Therapy Assistant Program

THIS AGREEMENT is made and entered into on the 24th day of May, 2011 by and between **Palmdale Regional Medical Center**, hereinafter called the Agency, and **Rancho Santiago Community College District** on behalf of **Santa Ana College**, hereinafter called the District.

PART I. BASIS AND PURPOSE OF AGREEMENT

WITNESSETH:

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

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

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

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

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

PART II. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE COLLEGE

A. For the Program in General

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

4. For Student Workmen's Compensation
The District shall carry Workmen's Compensation Insurance on students of the District during clinical assignment, and keep records of clinical attendance for audit by the State Workmen's Compensation Insurance Fund.
- B. For Program Planning
1. The District will initiate the development of mutually acceptable clinical instruction plans for using the Agency's clinical areas to meet the educational goals of Occupational Therapy Assistant Program curricula. These plans will be made available to the Agency at a mutually agreed upon time prior to the beginning of the school term and subject to revision in instances of conflicts with agency patient care responsibilities and/or District interests.
 2. The District has the privilege of regularly scheduled meetings with Agency staff, including both selected Agency personnel and administrative level representatives for the purpose of interpreting, discussing, and evaluating the educational program in occupational therapy.
- C. For Occupational Therapy Assistant Program Students
1. The District will be responsible for assuring that Occupational Therapy Assistant Program students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness, and shall provide certification that the Occupational Therapy Assistant Program students have been immunized against the common communicable diseases.

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

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

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

B. For Services and Facilities

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

C. For the Control of District Personnel

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

PART IV. **JOINT RESPONSIBILITIES AND PRIVILEGES**

A. For publications

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

B. Insurance:

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

C. Indemnification

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

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

A. Occupational Therapy Assistant Program students shall have the status as learners and shall not be considered to be Agency employees nor shall they replace Agency staff. Any service rendered by the student during the experience is to be considered in addition to planned patient care in that area. Clinical experience will be conducted as a laboratory learning experience. The Agency will provide regular staffing for patient care in areas where students are obtaining clinical experience.

B. Occupational Therapy Assistant Program students are subject to the authority, policies, and regulations of the district. They are also subject, during clinical assignment, to applicable agency regulations and must conform to the same standards as are for Agency employees in matters relating to the welfare of patients and general Agency operations.

C. Occupational Therapy Assistant Program students shall be responsible for proper coverage in regard to malpractice insurance, or any other liability insurance that might be required by either the District or the Agency.

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

PART VI. PERIOD OF AGREEMENT, TERMINATION

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

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

**District: Rancho Santiago Community
College District**

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

Agency: Palmdale Regional Medical Center

Palmdale Regional Medical Center District
38600 Medical Center Drive,
Palmdale CA 93551

Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services

Bob Trautman
Chief Executive Officer

Date: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Human Services and Technology Division

To: Board of Trustees	Date: May 23, 2011
Re: Approval of New OTA Agreement – RehabCare Group, 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 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 RehabCare Group, Inc., in St. Louis, Missouri.

Fiscal Impact: None	Board Date: May 23, 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: Raul Rodriguez, Ph.D., Chancellor, RSCCD	

RehabCare Group, Inc.
Student Affiliation Agreement

THIS STUDENT AFFILIATION AGREEMENT ("Agreement") is made and entered into as of the 24th day of May, 2011 ("Effective Date") by and between **Rancho Santiago Community College District**, on behalf of **Santa Ana College**, hereinafter called the ("District") and **REHABCARE GROUP, INC.**, for itself and on behalf of its subsidiaries and related entities ("RHB").

RECITALS

- A. The District desires that certain of its students (each, a "Student") and faculty members ("Faculty") be permitted to participate at various RHB facilities (each, a "Facility") to provide the Students an opportunity for practical learning and clinical experiences (the "Program") at a Facility; and
- B. RHB recognizes the need for and desires to aid in the educational development of health professionals and is willing to make its Facilities available for the Program.

NOW, THEREFORE, in consideration of the mutual promises made in this Agreement and other good and valuable consideration, the receipt of which is hereby acknowledged, the District and RHB as follows:

- 1. TERM. The term of this Agreement shall begin on the Effective Date and shall continue until terminated by either party upon thirty (30) days prior written notice to the other party.
- 2. ESTABLISHMENT OF PROGRAM.
 - a. **THE PROGRAM MUST BE AUTHORIZED AND APPROVED BY RHB'S CAMPUS RELATIONS DEPARTMENT THROUGH THE DESIGNATED RHB CONTACT.**
 - b. **EXCEPT FOR THE RHB CONTACT, NO FACILITY, INDIVIDUAL OR ENTITY IS AUTHORIZED TO SET UP THE PROGRAM OR CONFIRM OR ARRANGE ANY PLACEMENT OF ANY STUDENT IN ANY PROGRAM AT ANY FACILITY.**
 - c. **The "RHB Contact" for the District is: Fernando Rodriguez and he/she may be contacted by phone: (314) 659 - 2139 or (800) 677-1202 x 2139; by email: fxrodriguez@rehabcare.com; or at the address for notice provided in Section 12 below.**
 - d. Whenever the District is required to notify or otherwise communicate with RHB, the District should contact the RHB Contact.
- 3. DISTRICT'S RESPONSIBILITIES.
 - a. Before undertaking any of its rights or obligations under this Agreement, the District shall obtain authorization and approval for the Program from the RHB Contact.
 - b. The District shall designate a member of the Faculty to coordinate the Program (the "Academic Fieldwork Coordinator") by working with a designated member of the staff at the particular Facility where Students are placed (the "Facility Coordinator").

- c. At least four weeks before the beginning date of the Student's assignment to the Program, the District shall provide RHB with the students' names, and inform students that information may be requested and will be need to be provided by the student in order to attend the Facility. Such information may include a health screening, documentation regarding current immunizations and titers, CPR, current TB test, professional liability insurance, drug screening and background check.
- d. The District shall have complete responsibility for planning and determining the adequacy of the educational experience of the Students in theoretical training, basic skills, professional ethics, attitude and behavior. The District will assign to the Program only Students who have successfully completed the District's educational prerequisites.
- e. The District shall provide and maintain health insurance for the Students or ensure that the Students have obtained and continue to maintain their own health insurance. The coverage details of such health insurance shall be communicated to RHB on or before the Effective Date. At any time that Students are participating in the Program, the District shall promptly notify RHB of any changes in such health insurance coverage.
- f. The District shall provide and maintain commercial general liability and professional liability insurance coverage for faculty and students placed in the Program with limits of not less than \$1,000,000 per occurrence and \$3,000,000 annual aggregate. The District shall provide RHB with a Certificate of Insurance evidencing same and shall provide RHB with no less than thirty (30) days written notice of any change, termination or cancellation of such coverage.
- g. The District may withdraw a Student from the Program and shall notify RHB in writing of such withdrawal as soon as reasonably possible.

4. RHB'S RESPONSIBILITIES.

- a. RHB shall designate a Facility Coordinator to coordinate the Program together with the District Coordinator.
- b. RHB shall make available to assigned Students appropriate facilities, equipment and supplies at the Facility in order to provide supervised clinical experience in the Program. Such facilities shall include an environment conducive to the learning process which conforms to the Facility's standards, rules, regulations, administrative practices, policies and procedures (collectively, the "Facility Policies").
- c. Students shall perform services for patients only when under the supervision of a registered, licensed or certified therapist. Such registered therapists are to be certified or licensed in the discipline in which supervision is provided. Students shall work, perform assignments, and participate in ward rounds, clinics, staff meetings, and inservice educational programs at the discretion of their designated supervisors. RHB, the Facility and its employees and contractors have sole primary responsibility for patient care and treatment.
- d. Students shall remain subject to the authority, policies, and procedures imposed by the District. During the Program, and while on Facility premises, Students shall also be subject to all Facility Policies.

- e. RHB may remove from the Program any Student whose performance is unsatisfactory, who violates the Facility Policies or whose characteristics and activities are otherwise inappropriate or detrimental to the operation of the Facility. RHB shall notify the District in writing of such removal as soon as reasonably possible.
- f. In the event of accidental injury or illness of a Student placed in the Program at a specific Facility, such Facility shall be responsible for arranging immediate emergency care of the Students. Neither RHB nor the Facility shall be responsible for any treatment costs.

5. JOINT RESPONSIBILITIES.

- a. The District and RHB shall mutually agree upon and arrange the course of instruction, the periods of assignment for each student, and the number of students eligible to participate in the Program concurrently.
- b. The District and RHB agree that there shall be no discrimination based on age, race, religion, creed, sex, national origin, handicap or veteran's status.
- c. The District and RHB shall arrange and provide orientation to the Faculty Students with respect to the Facility's Policies.
- d. Neither party shall earn or receive any compensation from the other party in return for the performance of duties and obligations described in this Agreement. Students shall not receive any compensation from either the District or the Facility in connection with their assignment to the Program.

6. INDEMNIFICATION. The District hereby indemnifies and holds harmless RHB, the Facility(ies), their respective subsidiaries and related entities, and their respective trustees, directors, officers, employees, agents, and representatives from and against any and all liabilities, costs, claims, judgments, settlements and expenses, including reasonable attorney's fees, arising out of, or in connection with, (a) the breach of any provision of this Agreement and (b) the negligent acts or omissions of the District, its Faculty or Students in connection with the Program and/or their performance of this Agreement.

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 provision of the Article do not apply to any damage or losses caused solely by the negligence or intentional acts of the no-indemnifying party or any of its agents or employees.

7. HIPAA COMPLIANCE.

- a. The District shall require that its Faculty and Students appropriately safeguard all protected health information ("PHI") obtained, in accordance with applicable provisions of the Health Insurance Portability and Accountability Act of 1996 now and as it may be amended from time to time ("HIPAA"), and applicable state laws. Faculty and Students may only use and disclose PHI for the educational and treatment purposes contemplated by this Agreement.

- b. The District agrees that any PHI obtained or received from RHB or one of its Facilities shall: (i) not be used or further disclosed other than as permitted or required by this Agreement or as required by law; (ii) use appropriate safeguards to prevent use or disclosure of the PHI other than as provided for by this Agreement; (iii) report to RHB any use or disclosure of PHI not provided for by this Agreement of which the District becomes aware; and (iv) require that any agents, including subcontractors, to whom the District provides PHI, agree to the same restrictions and conditions that apply to the District with respect to PHI.
8. AMENDMENT. The terms and conditions of this Agreement may be amended by written instrument executed by both parties.
9. NO THIRD PARTY BENEFICIARIES. This Agreement is intended only for the benefit of the District and RHB and shall not be interpreted as being made for the benefit of any third party.
10. GOVERNING LAW. This Agreement shall be governed by and construed in accordance with the laws of the State of Missouri.
11. ENTIRE AGREEMENT. This Agreement contains the entire agreement between the District and RHB with respect to the subject matter and the Program and supersedes all other agreements and understandings with respect thereto.
12. NOTICE. Any notice given under this Agreement shall be directed to the following address and shall be deemed to be delivered upon hand delivery or deposit of the notice in the U.S. Mail:

If to District:

Santa Ana College
Occupational Therapy Assistant Program
Attn: Debbie Hyman
1530 West 17th Street
Santa Ana, CA 92706

If to RHB:

RehabCare Group, Inc.
7733 Forsyth Blvd., Ste. 2300
St. Louis, MO 63105
ATTN: Campus Relations

13. INDEPENDENT CONTRACTORS. The District and RHB shall not by virtue of this Agreement be deemed to be partners or joint ventures of any sort. The parties are actually solely as independent contractors in exercising their rights and performing their obligations under this Agreement.
14. NO ASSIGNMENT. Neither party may assign its rights or delegate its duties under this Agreement without the prior written consent of the other party.
15. SEVERABILITY. Each and every section of this Agreement shall be separable from each and every other section so that the invalidity of any particular section(s) shall not affect the validity of the remainder of the Agreement.
16. COUNTERPARTS. This Agreement may be executed by the Parties in any number of counterparts and when so executed and signatory pages combined, shall constitute one Agreement.

Signatures Appear on the Following Page(s)

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective as of the Effective Date.

District:

Rancho Santiago Community College District

By: _____
Name: Peter J. Hardash
Title: Vice Chancellor
Business Operations & Fiscal Services

Date: _____

RHB:

RehabCare Group, Inc.

By: _____
Kirk Ross
Assistant Vice-President of Campus Relations

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Human Services and Technology Division

To: Board of Trustees	Date: May 23, 2011
Re: Approval of New OTA Agreement – Brookside Healthcare Center	
Action: Request for Approval	

BACKGROUND

The Occupational Therapy Assistant Program of Santa Ana College is required to offer all program students Fieldwork opportunities at sites throughout the community in order to gain practical field experience. This is necessary to apply the knowledge and skills they have learned in their college classes. This is a 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 agreement with Brookside Healthcare Center in Redlands, California.

Fiscal Impact: None	Board Date: May 23, 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: Raul Rodriguez, Ph.D., Chancellor, RSCCD	

A G R E E M E N T

Occupational Therapy Assistant Program

THIS AGREEMENT is made and entered into on the 24th day of May, 2011 by and between Redbrook Healthcare Associates LLC, a Nevada limited liability company dba Brookside Healthcare Center, 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 and Drug Screens
The District shall inform The Occupational Therapy Assistant Program students of the Background Check and negative drug screen requirements and their responsibility of payment.

4. For Student Workmen's Compensation
The District shall carry Workmen's Compensation Insurance on students of the District during clinical assignment, and keep records of clinical attendance for audit by the State Workmen's Compensation Insurance Fund.
- B. For Program Planning
1. The District will initiate the development of mutually acceptable clinical instruction plans for using the Agency's clinical areas to meet the educational goals of Occupational Therapy Assistant Program curricula. These plans will be made available to the Agency at a mutually agreed upon time prior to the beginning of the school term and subject to revision in instances of conflicts with agency patient care responsibilities and/or District interests.
 2. The District has the privilege of regularly scheduled meetings with Agency staff, including both selected Agency personnel and administrative level representatives for the purpose of interpreting, discussing, and evaluating the educational program in occupational therapy.
- C. For Occupational Therapy Assistant Program Students
1. The District will be responsible for assuring that Occupational Therapy Assistant Program students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness, and shall provide certification that the Occupational Therapy Assistant Program students have been immunized against the common communicable diseases.
 2. The District will inform and explain to the Occupational Therapy Assistant Program students that during the program at Agency, they will be under the jurisdiction of Agency officials for training purposes and will follow Agency rules to the extent that such rules relate directly to education and training in the program. The District shall prescribe the type of uniforms worn by students and faculty, including name tags, and all other proper identification in keeping with the requirements of the Agency.
 3. The District will instruct the Occupational Therapy Assistant Program students that it is a requirement to respect the confidentiality of all patient/client information obtained while participating in the program.

PART III. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY

- A. For the Program in General
1. The Agency will maintain the standards, which make it eligible for approval as a clinical area for instruction in accredited Occupational Therapy Assistant Program programs. To further this, the Agency agrees to provide and maintain personnel who are in its opinion, capable and qualified in those divisions in which students are placed.

2. The administration of the service and patient care at the Agency shall be the responsibility of and under the control and supervision of the Agency and shall be administered through the Agency and shall be administered through the Agency staff.
3. The Agency will designate a staff member who will function as Education Coordinator for Occupational Therapy Assistant Program education uses of the Agency facilities, including joint planning and representatives of all involved Occupational Therapy Assistant Program programs.
4. The Agency will provide orientation for students and faculty to familiarize them with Agency policies and facilities before assigning them to duties at the Agency.
5. The Agency will permit its employees to participate in the educational program as resource persons and clinical experts provided such participation does not interfere with assigned duties.
6. The Agency will permit the faculty and students of the District to use its patient care and patient service facilities for clinical education according to approved curricula.
7. The Agency will confer with the District prior to making a commitment for new or expanded use of its clinical facilities by any other Occupational Therapy Assistant Program that interfere with current student placement.
8. For those students and instructors who incur work-related injuries while at the Agency, the Agency shall only provide initial emergency medical treatment and upon student/instructor's own expense.
9. The Agency has determined that it is a Covered Entity under the Health Insurance Portability and Accountability Act (HIPAA) of 1996. Students of the District shall function as part of the Agency's "workforce" as defined in 45 CFR §160.103 and shall be subject to the HIPAA policies and procedures of the Agency. The District shall insure that the assigned students are familiar with HIPAA prior to their assignment to the Agency.

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.

D. Nondiscrimination

Each party shall be separately responsible for compliance with all anti-discrimination

laws which may be applicable to their respective activities under this program. Neither party will discriminate against any student in the program on the basis of race, national origin, color, religious belief, sex, age, marital status, affectional or associational preference, or disability.

PART V. STATUS OF OCCUPATIONAL THERAPY ASSISTANT STUDENTS

- A. Occupational Therapy Assistant Program students shall have the status as learners and shall not be considered to be Agency employees nor shall they replace Agency staff. Any service rendered by the student during the experience is to be considered in addition to planned patient care in that area. Clinical experience will be conducted as a laboratory learning experience. The Agency will provide regular staffing for patient care in areas where students are obtaining clinical experience.
- B. Occupational Therapy Assistant Program students are subject to the authority, policies, and regulations of the District. They are also subject, during clinical assignment, to applicable agency regulations and must conform to the same standards as are for Agency employees in matters relating to the welfare of patients and general Agency operations.
- C. Occupational Therapy Assistant Program students shall be responsible for proper coverage in regard to malpractice insurance, or any other liability insurance that might be required by either the District or the Agency.
- D. The District will be responsible for assuring that health care students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness.
- E. Nothing in the execution or performance of this Agreement shall be construed to establish an employer-employee, an agency, a partnership or a joint venture relationship among the District, the Agency, and the students.

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.

- B. In the event of any breach, violation of law or regulations; or the occurrence or existence of any condition, practice, procedure, action, inaction, or omission of, by or involving District faculty, staff, and/or students which, in the reasonable opinion of Agency, constitutes either a threat to the health, safety and welfare of any patient, resident, Agency employee and/or staff, or a violation of any law, regulation, requirement, license, eligibility or material agreement governing Agency's operation, then Agency shall have the right to summarily and immediately terminate this Agreement upon written notice to the District delivered to the address set forth herein for notices.
- C. All notices which are required or which may be given pursuant to the terms of this Agreement shall be in writing and shall be sufficient in all respects if given in writing and delivered personally or by registered or certified mail, return receipt requested, or by a comparable commercial delivery system, and notice shall be deemed to be given on the date hand-delivered or on the date which is three (3) business days after the date deposited in United States mail, or with a comparable commercial delivery system, with postage or other delivery charges thereon prepaid, at the addresses first set forth below or such other addresses as Facility and Consultant may designate by written notice to the other from time to time.
- D. This Agreement constitutes the entire understanding between the parties with respect to the subject matter hereof, and supersedes any and all prior understandings and agreements, oral or written, relating hereto. Any amendment hereof must be made in writing and agreed to by all parties. This Agreement shall be governed by and construed under the laws of the State of California.

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: Redbrook Healthcare Associates LLC
dba Brookside Healthcare Center**
Brookside Healthcare Center
 105 Terracina Blvd.
 Redlands, CA 92373

 Peter J. Hardash
 Vice Chancellor
 Business Operations & Fiscal Services

 Gary Little
 Administrator

Date: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Human Services and Technology Division

To: Board of Trustees	Date: May 23, 2011
Re: Approval of New OTA Agreement – Upland Rehabilitation and Care Center	
Action: Request for Approval	

BACKGROUND

The Occupational Therapy Assistant Program of Santa Ana College is required to offer all program students Fieldwork opportunities at sites throughout the community in order to gain practical field experience. This is necessary to apply the knowledge and skills they have learned in their college classes. This is a 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 agreement with Upland Rehabilitation and Care Center in Upland, California.

Fiscal Impact: None	Board Date: May 23, 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: Raul Rodriguez, Ph.D., Chancellor, RSCCD	

A G R E E M E N T

Occupational Therapy Assistant Program

THIS AGREEMENT is made and entered into on the 24th day of May, 2011 by and between Upland Community Care, Inc., a Nevada corporation dba Upland Rehabilitation and Care Center, 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 and Drug Screens
The District shall inform The Occupational Therapy Assistant Program students of the Background Check and negative drug screen requirements and their responsibility of payment.

4. For Student Workmen's Compensation
The District shall carry Workmen's Compensation Insurance on students of the District during clinical assignment, and keep records of clinical attendance for audit by the State Workmen's Compensation Insurance Fund.
- B. For Program Planning
1. The District will initiate the development of mutually acceptable clinical instruction plans for using the Agency's clinical areas to meet the educational goals of Occupational Therapy Assistant Program curricula. These plans will be made available to the Agency at a mutually agreed upon time prior to the beginning of the school term and subject to revision in instances of conflicts with agency patient care responsibilities and/or District interests.
 2. The District has the privilege of regularly scheduled meetings with Agency staff, including both selected Agency personnel and administrative level representatives for the purpose of interpreting, discussing, and evaluating the educational program in occupational therapy.
- C. For Occupational Therapy Assistant Program Students
1. The District will be responsible for assuring that Occupational Therapy Assistant Program students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness, and shall provide certification that the Occupational Therapy Assistant Program students have been immunized against the common communicable diseases.
 2. The District will inform and explain to the Occupational Therapy Assistant Program students that during the program at Agency, they will be under the jurisdiction of Agency officials for training purposes and will follow Agency rules to the extent that such rules relate directly to education and training in the program. The District shall prescribe the type of uniforms worn by students and faculty, including name tags, and all other proper identification in keeping with the requirements of the Agency.
 3. The District will instruct the Occupational Therapy Assistant Program students that it is a requirement to respect the confidentiality of all patient/client information obtained while participating in the program.

PART III. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY

- A. For the Program in General
1. The Agency will maintain the standards, which make it eligible for approval as a clinical area for instruction in accredited Occupational Therapy Assistant Program programs. To further this, the Agency agrees to provide and maintain personnel who are in its opinion, capable and qualified in those divisions in which students are placed.

2. The administration of the service and patient care at the Agency shall be the responsibility of and under the control and supervision of the Agency and shall be administered through the Agency and shall be administered through the Agency staff.
3. The Agency will designate a staff member who will function as Education Coordinator for Occupational Therapy Assistant Program education uses of the Agency facilities, including joint planning and representatives of all involved Occupational Therapy Assistant Program programs.
4. The Agency will provide orientation for students and faculty to familiarize them with Agency policies and facilities before assigning them to duties at the Agency.
5. The Agency will permit its employees to participate in the educational program as resource persons and clinical experts provided such participation does not interfere with assigned duties.
6. The Agency will permit the faculty and students of the District to use its patient care and patient service facilities for clinical education according to approved curricula.
7. The Agency will confer with the District prior to making a commitment for new or expanded use of its clinical facilities by any other Occupational Therapy Assistant Program that interfere with current student placement.
8. For those students and instructors who incur work-related injuries while at the Agency, the Agency shall only provide initial emergency medical treatment and upon student/instructor's own expense.
9. The Agency has determined that it is a Covered Entity under the Health Insurance Portability and Accountability Act (HIPAA) of 1996. Students of the District shall function as part of the Agency's "workforce" as defined in 45 CFR §160.103 and shall be subject to the HIPAA policies and procedures of the Agency. The District shall insure that the assigned students are familiar with HIPAA prior to their assignment to the Agency.

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.

D. Nondiscrimination

Each party shall be separately responsible for compliance with all anti-discrimination laws which may be applicable to their respective activities under this program. Neither party will discriminate against any student in the program on the basis of race, national origin, color, religious belief, sex, age, marital status, affectional or associational preference, or disability.

PART V. STATUS OF OCCUPATIONAL THERAPY ASSISTANT STUDENTS

A. Occupational Therapy Assistant Program students shall have the status as learners and shall not be considered to be Agency employees nor shall they replace Agency staff. Any service rendered by the student during the experience is to be considered in addition to planned patient care in that area. Clinical experience will be conducted as a laboratory learning experience. The Agency will provide regular staffing for patient care in areas where students are obtaining clinical experience.

B. Occupational Therapy Assistant Program students are subject to the authority, policies, and regulations of the District. They are also subject, during clinical assignment, to applicable agency regulations and must conform to the same standards as are for Agency employees in matters relating to the welfare of patients and general Agency operations.

C. Occupational Therapy Assistant Program students shall be responsible for proper coverage in regard to malpractice insurance, or any other liability insurance that might be required by either the District or the Agency.

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

E. Nothing in the execution or performance of this Agreement shall be construed to establish an employer-employee, an agency, a partnership or a joint venture relationship among the District, the Agency, and the students.

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.
- B. In the event of any breach, violation of law or regulations; or the occurrence or existence of any condition, practice, procedure, action, inaction, or omission of, by or involving District faculty, staff, and/or students which, in the reasonable opinion of Agency, constitutes either a threat to the health, safety and welfare of any patient, resident, Agency employee and/or staff, or a violation of any law, regulation, requirement, license, eligibility or material agreement governing Agency's operation, then Agency shall have the right to summarily and immediately terminate this Agreement upon written notice to the District delivered to the address set forth herein for notices.
- C. All notices which are required or which may be given pursuant to the terms of this Agreement shall be in writing and shall be sufficient in all respects if given in writing and delivered personally or by registered or certified mail, return receipt requested, or by a comparable commercial delivery system, and notice shall be deemed to be given on the date hand-delivered or on the date which is three (3) business days after the date deposited in United States mail, or with a comparable commercial delivery system, with postage or other delivery charges thereon prepaid, at the addresses first set forth below or such other addresses as Facility and Consultant may designate by written notice to the other from time to time.
- D. This Agreement constitutes the entire understanding between the parties with respect to the subject matter hereof, and supersedes any and all prior understandings and agreements, oral or written, relating hereto. Any amendment hereof must be made in writing and agreed to by all parties. This Agreement shall be governed by and construed under the laws of the State of California.

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

**District: Rancho Santiago Community
College District**

2323 N. Broadway
Santa Ana, CA 92706

Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services

Date: _____

**Agency: Upland Community Care, Inc., dba
Upland Rehabilitation and Care Center**

1221 East Arrow Highway
Upland, CA 91786

Gary Little
Authorized Agent

Date: _____

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

To: Board of Trustees	Date: May 23, 2011
Re: Approval of OTA Agreement Renewal – Coastal Communities Hospital	
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 two (2) 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 agreement with Coastal Communities Hospital in Santa Ana, California.

Fiscal Impact: None	Board Date: May 23, 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: Raul Rodriguez, Ph.D., Chancellor, RSCCD	

AFFILIATION AGREEMENT

THIS AFFILIATION AGREEMENT ("Agreement") is made and entered into as of the later of June 1, 2011, or the execution of the Agreement by both parties (the "Effective Date") between Coastal Communities Hospital, Inc., a California corporation doing business as Coastal Communities Hospital ("Hospital") and Rancho Santiago Community College District on behalf of Santa Ana College ("District").

RECITALS:

A. District offers to enrolled students a degree program in the field of Occupational Therapy Assistant.

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

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

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

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

1. RESPONSIBILITIES OF DISTRICT.

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

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

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

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

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

b. **Student Statements.** District shall require each Program Participant to sign a Statement of Responsibility in the form attached hereto as Exhibit A, and a Statement of Confidentiality in the form attached hereto as Exhibit B.

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

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

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

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

g. **Training.** Prior to a student's first assignment at Hospital, the assignment of a School employee, agent or representative to work at Hospital or the first date of service (after the Effective Date) of a faculty member at Hospital, School shall require that the individual receive training regarding patient information privacy practices. School shall maintain training records ("Training Records") for a minimum of six years, including, without limitation, the names of those students, School employees, agents, representatives and faculty members that received training regarding patient information privacy practices. Further, School shall make the Training Records available to Hospital promptly, and without charge, upon Hospital's request.

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

2. **RESPONSIBILITIES OF HOSPITAL.**

a. Hospital shall accept the students assigned to the Program by District and cooperate in the orientation of all Program Participants to Hospital. Hospital shall provide the opportunities for such students, who shall be supervised by District and Hospital, to observe and assist in various aspects of acute patient care. Hospital shall coordinate District's rotation and assignment schedule with its own schedule and those of other educational institutions. Hospital shall at all times retain ultimate control of the Hospital and responsibility for patient care.

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

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

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

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

4. **WITHDRAWAL OF PROGRAM PARTICIPANTS.**

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

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

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

6. **NON-DISCRIMINATION.** There shall be no discrimination on the basis of race, national origin, religion, creed, sex, age, sexual orientation, veteran status, disability or other legally protected classification in either the selection of students, or as to any aspect of the clinical training; provided, however, that with respect to disability, the disability must not be such as would, even with reasonable accommodation, in and of itself preclude the student's effective participation in the Program.

7. **CONFIDENTIALITY.**

a. **Hospital Information.** District recognizes and acknowledges that, by virtue of entering into this Agreement and fulfilling the terms of this Agreement, District and Program Participants may have access to certain information of Hospital that is confidential and constitutes valuable, special and unique property of Hospital. District agrees that neither District

nor any Program Participant will at any time, (either during or subsequent to the term of this Agreement), disclose to others, use, copy or permit to be copied, without Hospital's express prior written consent, except in connection with the performance of District's and Program Participant's duties hereunder, any confidential or proprietary information of Hospital, including, without limitation, information which concerns Hospital's patients, costs, or treatment methods developed by Hospital, and which is not otherwise available to the public.

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

c. **Patient Information.** Neither District nor any Program Participant shall disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by Hospital in writing, any medical record or other patient information regarding Hospital patients, and District and Program Participant shall comply with all federal and state laws and regulations, and all bylaws, rules, regulations, and policies of Hospital and Hospital's medical staff, regarding the confidentiality of such information. District acknowledges that in receiving or otherwise dealing with any records or information from Hospital about Hospital's patients receiving treatment for alcohol or drug abuse, District and Program Participant are bound by the provisions of the federal regulations governing Confidentiality of Alcohol and Drug Abuse Patient Records, 42 C.F.R. Part 2, as amended from time to time.

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

limited data set standard at 45 C.F.R § 164.514(e) and the disclosure is pursuant to a limited data set use agreement between Hospital and District that satisfies Hospital's obligations under the limited data set standard. A student may disclose a patient's health information that has been de-identified in accordance with the de-identification standard at 45 C.F.R. § 164.514(a) - (c) to District or its faculty, employees, agents or representatives for District's use in evaluating the student.

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

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

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

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

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

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

8. **INSURANCE.**

a. District and Hospital shall secure and maintain at all times during the Term, at their respective sole expense, commercial general liability insurance, (such coverage to include, without limitation, claims based on a violation of Subsection 7.d. or any applicable State law or regulation concerning the privacy of patient information, if such insurance is reasonably available) covering themselves and their respective employees. District shall either provide coverage on behalf of Program Participants (students) or require Program Participants (students) to secure such coverage. If Program Participants (students) provide coverage on their own behalf, such coverage must be placed with an insurer approved by Hospital. Such coverage provided by District and Hospital may be afforded via commercial insurance, self-insurance, a captive, or some combination thereof at limits of at least \$1,000,000 per occurrence. Such insurance shall not be cancelable except upon 30 days' prior written notice to the other party. Such coverage shall be primary and non-contributory. Upon either party's request, the other party shall provide a certificate of insurance evidencing such coverage.

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

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

Both District and Hospital agree to endorse such policy to (1) waive subrogation in favor of each other, and (2) have a 30-day notice of cancellation. Such coverage shall be primary and non-contributory. Upon either party's request, the other party shall provide a certificate of insurance evidencing such coverage. District shall either provide coverage on behalf of Program Participants (students) or require Program Participants (students) to secure health insurance coverage. If Program Participants (students) provide coverage on their own behalf, such coverage must be placed with an insurer approved by Hospital.

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

Such insurance shall not be cancelable except upon 30 days' prior written notice to the other party. Such coverage shall be primary and non-contributory. This coverage shall be either (1) on an occurrence basis or (2) on a claims-made basis. If the coverage is on a claims-made basis, both District and Hospital hereby agree that prior to the effective date of termination of their respective current insurance coverage, both parties shall purchase, at their respective expense, either a replacement policy annually thereafter having a retroactive date no later than the Effective Date or tail coverage in the above stated amounts for all claims arising out of incidents occurring prior to termination of the respective parties current coverage or prior to termination of this Agreement. Upon either party's request, the other party shall provide a certificate of insurance evidencing such coverage.

9. TERM; TERMINATION.

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

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

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

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

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

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

12. **INDEMNIFICATION.** District shall indemnify and hold Hospital harmless from and against any and all liability and costs, including attorneys' fees, resulting from a breach of Subsection 7.d. by District, Program Participants, District's agents or subcontractors. All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, or volunteers. The provision of this Article does not apply to any damage or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.

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

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

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

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

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

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

If to District: Santa Ana College
1530 West 17th St.
Santa Ana, CA 92706
Attn: Deborah Hyman

With a Copy To: Rancho Santiago Community College District
2323 North Broadway
Santa Ana, CA 92706
Attn: Vice Chancellor
Business Operations/Fiscal Service

If to Hospital: Coastal Communities Hospital
2701 S. Bristol St.
Santa Ana, CA 92704
Attn: Chief Executive Officer

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

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

[THIS SECTION LEFT BLANK INTENTIONALLY - SIGNATURE ON NEXT PAGE]

**COASTAL COMMUNITIES HOSPITAL, INC.
A CALIFORNIA CORPORATION D/B/A
COASTAL COMMUNITIES HOSPITAL**

By: _____
Name: Craig G. Myers
Title: Chief Executive Officer
Date: _____

**RANCHO SANTIAGO COMMUNITY COLLEGE
DISTRICT**

By: _____
Name: Peter J. Hardash
Title: Vice Chancellor
Business Operations & Fiscal Services
Date: _____

EXHIBIT A

STATEMENT OF RESPONSIBILITY

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

Dated this ____ day of _____, 20__.

Program Participant

Witness

EXHIBIT B

CONFIDENTIALITY STATEMENT

The undersigned hereby acknowledges his/her responsibility under applicable federal law and the Agreement between _____ (“District”) and Coastal Communities Hospital (“Hospital”), to keep confidential any information regarding Hospital patients and proprietary information of Hospital. The undersigned agrees, under penalty of law, not to reveal to any person or persons except authorized clinical staff and associated personnel any specific information regarding any patient and further agrees not to reveal to any third party any confidential information of Hospital, except as required by law or as authorized by Hospital. The undersigned agrees to comply with any patient information privacy policies and procedures of the District and Hospital.

Dated this ____ day of _____, 20__.

Program Participant

Witness

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Human Services and Technology Division

To: Board of Trustees	Date: May 23, 2011
Re: Approval of OTA Agreement Renewal – Irvine Unified School District	
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 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 agreement with Irvine Unified School District in Irvine, California.

Fiscal Impact: None	Board Date: May 23, 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: Raul Rodriguez, Ph.D., Chancellor, RSCCD	

AGREEMENT

Occupational Therapy Assistant Program

THIS AGREEMENT is made and entered into the 24th day of May by and between **Irvine Unified School District**, hereinafter called the Agency, and **Rancho Santiago Community College District on behalf of Santa Ana College**, hereinafter called the District.

PART I. **BASIS AND PURPOSE OF AGREEMENT**

WITNESSETH:

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

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

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

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

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

PART II. **GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE COLLEGE**

A. For the Program in General

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

by the State Workmen's Compensation Insurance Fund.

B. For Program Planning

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

C. For Occupational Therapy Assistant Program Students

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

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

A. For the Program in General

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

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

B. For Services and Facilities

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

C. For the Control of District Personnel

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

PART IV. **JOINT RESPONSIBILITIES AND PRIVILEGES**

A. For publications

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

B. Insurance:

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

C. Indemnification

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

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

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

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

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

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

**District: Rancho Santiago Community
College District**

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

Agency: Irvine Unified School District

Irvine Unified School District
5050 Barranca Parkway
Irvine, CA 92604

Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services

Mary B. Bevernick
Director
Special Education/SELPA

Date: _____

Date: _____

Check Registers Submitted for Approval
Checks Written for Period 04/30/11 thru 05/13/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50836	General Fund Unrestricted	4,001.00	0.00	4,001.00	92*0282525	92*0282526
50837	General Fund Unrestricted	1,923.68	0.00	1,923.68	92*0282527	92*0282528
50838	General Fund Unrestricted	949.86	0.00	949.86	92*0282530	92*0282534
50839	General Fund Unrestricted	8,468.10	0.00	8,468.10	92*0282536	92*0282537
50840	General Fund Unrestricted	6,839.38	0.00	6,839.38	92*0282538	92*0282543
50841	General Fund Unrestricted	964.50	0.00	964.50	92*0282544	92*0282544
50843	General Fund Unrestricted	3,199.22	0.00	3,199.22	92*0282555	92*0282559
50846	General Fund Unrestricted	1,003.00	0.00	1,003.00	92*0282565	92*0282570
50847	General Fund Unrestricted	37,024.47	0.00	37,024.47	92*0282571	92*0282572
50849	General Fund Unrestricted	5,013.30	0.00	5,013.30	92*0282582	92*0282590
50851	General Fund Unrestricted	2,470.87	0.00	2,470.87	92*0282595	92*0282602
50852	General Fund Unrestricted	995.50	0.00	995.50	92*0282605	92*0282606
50853	General Fund Unrestricted	42,244.97	0.00	42,244.97	92*0282609	92*0282615
50854	General Fund Unrestricted	525.00	0.00	525.00	92*0282616	92*0282616
50859	General Fund Unrestricted	733.40	0.00	733.40	92*0282635	92*0282637
50860	General Fund Unrestricted	36,465.20	0.00	36,465.20	92*0282638	92*0282666
50861	General Fund Unrestricted	32,459.20	0.00	32,459.20	92*0282667	92*0282692
50862	General Fund Unrestricted	46,579.20	0.00	46,579.20	92*0282693	92*0282720
50863	General Fund Unrestricted	68,446.00	0.00	68,446.00	92*0282721	92*0282759
50864	General Fund Unrestricted	974.78	0.00	974.78	92*0282760	92*0282764
50865	General Fund Unrestricted	1,128.97	0.00	1,128.97	92*0282766	92*0282771
50866	General Fund Unrestricted	8,498.85	0.00	8,498.85	92*0282772	92*0282778
50867	General Fund Unrestricted	2,658.26	0.00	2,658.26	92*0282779	92*0282785
50870	General Fund Unrestricted	935.43	0.00	935.43	92*0282800	92*0282805
50871	General Fund Unrestricted	13,155.00	0.00	13,155.00	92*0282811	92*0282811
50872	General Fund Unrestricted	21,250.00	0.00	21,250.00	92*0282815	92*0282815
50874	General Fund Unrestricted	4,280.00	0.00	4,280.00	92*0282824	92*0282824
50877	General Fund Unrestricted	142,469.00	0.00	142,469.00	92*0282834	92*0282918
50878	General Fund Unrestricted	123,885.00	0.00	123,885.00	92*0282919	92*0283002
50879	General Fund Unrestricted	138,308.00	0.00	138,308.00	92*0283003	92*0283086
50880	General Fund Unrestricted	59,617.00	0.00	59,617.00	92*0283087	92*0283117
50881	General Fund Unrestricted	1,720.40	0.00	1,720.40	92*0283118	92*0283138
50882	General Fund Unrestricted	3,926.96	0.00	3,926.96	92*0283139	92*0283145
50883	General Fund Unrestricted	8,060.63	0.00	8,060.63	92*0283146	92*0283146
50884	General Fund Unrestricted	14,661.05	0.00	14,661.05	92*0283147	92*0283151
50885	General Fund Unrestricted	17,301.31	0.00	17,301.31	92*0283152	92*0283153
50886	General Fund Unrestricted	6,761.00	0.00	6,761.00	92*0283154	92*0283158
50888	General Fund Unrestricted	778.60	0.00	778.60	92*0283167	92*0283171
50889	General Fund Unrestricted	3,640.94	0.00	3,640.94	92*0283174	92*0283176
50890	General Fund Unrestricted	2,567.00	0.00	2,567.00	92*0283177	92*0283180
50893	General Fund Unrestricted	612.00	0.00	612.00	92*0283192	92*0283194

Check Registers Submitted for Approval
 Checks Written for Period 04/30/11 thru 05/13/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50894	General Fund Unrestricted	4,908.51	0.00	4,908.51	92*0283195	92*0283199
50895	General Fund Unrestricted	100,326.79	0.00	100,326.79	92*0283200	92*0283203
50897	General Fund Unrestricted	4,555.16	0.00	4,555.16	92*0283211	92*0283216
50898	General Fund Unrestricted	3,501.71	0.00	3,501.71	92*0283217	92*0283224
50899	General Fund Unrestricted	2,163.29	0.00	2,163.29	92*0283225	92*0283225
50900	General Fund Unrestricted	777.94	0.00	777.94	92*0283229	92*0283232
50901	General Fund Unrestricted	5,872.46	0.00	5,872.46	92*0283234	92*0283241
50902	General Fund Unrestricted	29,172.50	0.00	29,172.50	92*0283242	92*0283244
50903	General Fund Unrestricted	1,690.32	0.00	1,690.32	92*0283245	92*0283248
50904	General Fund Unrestricted	2,867.88	0.00	2,867.88	92*0283251	92*0283252
50905	General Fund Unrestricted	818.00	0.00	818.00	92*0283253	92*0283254
50908	General Fund Unrestricted	1,452,734.18	0.00	1,452,734.18	92*0283260	92*0283261
50909	General Fund Unrestricted	82,094.05	0.00	82,094.05	92*0283262	92*0283264
50911	General Fund Unrestricted	13,902.79	0.00	13,902.79	92*0283270	92*0283271
50913	General Fund Unrestricted	20,480.78	0.00	20,480.78	92*0283281	92*0283281
50914	General Fund Unrestricted	5,623.46	0.00	5,623.46	92*0283283	92*0283286
50915	General Fund Unrestricted	612.82	0.00	612.82	92*0283288	92*0283292
50916	General Fund Unrestricted	4,097.04	0.00	4,097.04	92*0283295	92*0283300
50917	General Fund Unrestricted	1,201.73	0.00	1,201.73	92*0283303	92*0283303
50919	General Fund Unrestricted	1,957.00	0.00	1,957.00	92*0283310	92*0283319
50922	General Fund Unrestricted	1,500.00	0.00	1,500.00	92*0283325	92*0283334
50923	General Fund Unrestricted	386.84	0.00	386.84	92*0283335	92*0283339
50924	General Fund Unrestricted	4,669.35	0.00	4,669.35	92*0283340	92*0283345
50925	General Fund Unrestricted	1,671.99	0.00	1,671.99	92*0283348	92*0283356
50927	General Fund Unrestricted	25,004.13	0.00	25,004.13	92*0283367	92*0283367
50929	General Fund Unrestricted	590.11	0.00	590.11	92*0283381	92*0283386
50933	General Fund Unrestricted	78.00	0.00	78.00	92*0283399	92*0283399
50934	General Fund Unrestricted	1,943.19	0.00	1,943.19	92*0283400	92*0283400
50935	General Fund Unrestricted	13,605.19	0.00	13,605.19	92*0283403	92*0283407
50936	General Fund Unrestricted	1,063.09	0.00	1,063.09	92*0283408	92*0283417
50938	General Fund Unrestricted	242.73	0.00	242.73	92*0283430	92*0283430
50939	General Fund Unrestricted	37,362.22	0.00	37,362.22	92*0283432	92*0283433
50942	General Fund Unrestricted	1,000.50	0.00	1,000.50	92*0283438	92*0283441
50944	General Fund Unrestricted	2,630.99	0.00	2,630.99	92*0283450	92*0283450
50945	General Fund Unrestricted	2,990.00	0.00	2,990.00	92*0283455	92*0283457
50946	General Fund Unrestricted	1,789.61	0.00	1,789.61	92*0283459	92*0283463
50949	General Fund Unrestricted	907.11	0.00	907.11	92*0283477	92*0283482
50950	General Fund Unrestricted	4,191.05	0.00	4,191.05	92*0283483	92*0283490
50951	General Fund Unrestricted	6,133.74	0.00	6,133.74	92*0283491	92*0283499
50952	General Fund Unrestricted	6,291.24	0.00	6,291.24	92*0283500	92*0283508
50954	General Fund Unrestricted	4,035.00	0.00	4,035.00	92*0283517	92*0283517

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50962	General Fund Unrestricted	1,500.00	0.00	1,500.00	92*0283539	92*0283542
50967	General Fund Unrestricted	1,630.15	0.00	1,630.15	92*0283582	92*0283583
50968	General Fund Unrestricted	2,260.16	0.00	2,260.16	92*0283587	92*0283596
50970	General Fund Unrestricted	397.63	0.00	397.63	92*0283607	92*0283609
50971	General Fund Unrestricted	2,428.85	0.00	2,428.85	92*0283610	92*0283617
50972	General Fund Unrestricted	4,370.28	0.00	4,370.28	92*0283618	92*0283625
50974	General Fund Unrestricted	15,045.61	0.00	15,045.61	92*0283634	92*0283638
50975	General Fund Unrestricted	4,734.73	0.00	4,734.73	92*0283639	92*0283649
50976	General Fund Unrestricted	19,861.05	0.00	19,861.05	92*0283650	92*0283652
50977	General Fund Unrestricted	54.26	0.00	54.26	92*0283654	92*0283654
50979	General Fund Unrestricted	4,145.00	0.00	4,145.00	92*0283662	92*0283664
Total Fund 11 General Fund Unrestricted		<u><u>2,791,368.24</u></u>	<u><u>0.00</u></u>	<u><u>2,791,368.24</u></u>		

Check Registers Submitted for Approval
 Checks Written for Period 04/30/11 thru 05/13/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50838	General Fund Restricted	122.98	0.00	122.98	92*0282529	92*0282531
50839	General Fund Restricted	1,200.00	0.00	1,200.00	92*0282535	92*0282535
50842	General Fund Restricted	1,276.27	0.00	1,276.27	92*0282545	92*0282554
50848	General Fund Restricted	6,639.93	0.00	6,639.93	92*0282573	92*0282581
50850	General Fund Restricted	3,026.00	0.00	3,026.00	92*0282591	92*0282594
50851	General Fund Restricted	2,312.52	0.00	2,312.52	92*0282597	92*0282600
50852	General Fund Restricted	3,021.40	0.00	3,021.40	92*0282603	92*0282608
50854	General Fund Restricted	1,609.66	0.00	1,609.66	92*0282617	92*0282620
50864	General Fund Restricted	864.24	0.00	864.24	92*0282761	92*0282765
50868	General Fund Restricted	290.97	0.00	290.97	92*0282786	92*0282791
50869	General Fund Restricted	2,003.87	0.00	2,003.87	92*0282792	92*0282799
50870	General Fund Restricted	3,272.60	0.00	3,272.60	92*0282802	92*0282809
50871	General Fund Restricted	37,303.18	0.00	37,303.18	92*0282810	92*0282814
50872	General Fund Restricted	59,678.50	0.00	59,678.50	92*0282816	92*0282817
50873	General Fund Restricted	6,111.24	0.00	6,111.24	92*0282818	92*0282823
50874	General Fund Restricted	10,553.31	0.00	10,553.31	92*0282825	92*0282827
50875	General Fund Restricted	2,062.50	0.00	2,062.50	92*0282828	92*0282829
50887	General Fund Restricted	266.31	0.00	266.31	92*0283159	92*0283165
50888	General Fund Restricted	335.26	0.00	335.26	92*0283166	92*0283172
50889	General Fund Restricted	4,299.24	0.00	4,299.24	92*0283173	92*0283175
50894	General Fund Restricted	8,480.33	0.00	8,480.33	92*0283196	92*0283197
50896	General Fund Restricted	1,594.45	0.00	1,594.45	92*0283204	92*0283210
50899	General Fund Restricted	1,349.20	0.00	1,349.20	92*0283226	92*0283228
50900	General Fund Restricted	1,649.96	0.00	1,649.96	92*0283231	92*0283233
50901	General Fund Restricted	10,095.02	0.00	10,095.02	92*0283236	92*0283240
50903	General Fund Restricted	4,383.10	0.00	4,383.10	92*0283249	92*0283250
50910	General Fund Restricted	1,726.23	0.00	1,726.23	92*0283265	92*0283269
50912	General Fund Restricted	1,757.65	0.00	1,757.65	92*0283272	92*0283280
50914	General Fund Restricted	3,425.31	0.00	3,425.31	92*0283282	92*0283282
50915	General Fund Restricted	1,209.22	0.00	1,209.22	92*0283287	92*0283294
50916	General Fund Restricted	455.16	0.00	455.16	92*0283298	92*0283298
50917	General Fund Restricted	1,390.86	0.00	1,390.86	92*0283301	92*0283307
50918	General Fund Restricted	16,551.49	0.00	16,551.49	92*0283308	92*0283309
50923	General Fund Restricted	816.01	0.00	816.01	92*0283336	92*0283338
50924	General Fund Restricted	8,761.51	0.00	8,761.51	92*0283341	92*0283347
50925	General Fund Restricted	321.52	0.00	321.52	92*0283353	92*0283353
50926	General Fund Restricted	1,797.04	0.00	1,797.04	92*0283357	92*0283366
50928	General Fund Restricted	483.45	0.00	483.45	92*0283368	92*0283377
50929	General Fund Restricted	896.90	0.00	896.90	92*0283378	92*0283388
50934	General Fund Restricted	250.13	0.00	250.13	92*0283401	92*0283401
50935	General Fund Restricted	7,137.74	0.00	7,137.74	92*0283402	92*0283405

Check Registers Submitted for Approval
 Checks Written for Period 04/30/11 thru 05/13/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50937	General Fund Restricted	2,020.35	0.00	2,020.35	92*0283418	92*0283421
50938	General Fund Restricted	1,450.83	0.00	1,450.83	92*0283422	92*0283431
50943	General Fund Restricted	1,479.86	0.00	1,479.86	92*0283442	92*0283449
50944	General Fund Restricted	7,944.80	0.00	7,944.80	92*0283451	92*0283454
50945	General Fund Restricted	208.80	0.00	208.80	92*0283458	92*0283458
50947	General Fund Restricted	2,598.32	0.00	2,598.32	92*0283464	92*0283470
50948	General Fund Restricted	92,937.39	0.00	92,937.39	92*0283471	92*0283475
50949	General Fund Restricted	674.54	0.00	674.54	92*0283476	92*0283480
50953	General Fund Restricted	3,328.42	0.00	3,328.42	92*0283509	92*0283514
50954	General Fund Restricted	22,305.62	0.00	22,305.62	92*0283515	92*0283518
50955	General Fund Restricted	511.89	0.00	511.89	92*0283519	92*0283520
50963	General Fund Restricted	1,440.00	0.00	1,440.00	92*0283543	92*0283551
50964	General Fund Restricted	1,280.00	0.00	1,280.00	92*0283552	92*0283559
50965	General Fund Restricted	1,440.00	0.00	1,440.00	92*0283560	92*0283568
50966	General Fund Restricted	3,440.00	0.00	3,440.00	92*0283569	92*0283579
50967	General Fund Restricted	3,586.53	0.00	3,586.53	92*0283580	92*0283586
50968	General Fund Restricted	1,474.69	0.00	1,474.69	92*0283591	92*0283595
50969	General Fund Restricted	2,026.73	0.00	2,026.73	92*0283597	92*0283606
50973	General Fund Restricted	953.66	0.00	953.66	92*0283626	92*0283633
50977	General Fund Restricted	1,048.92	0.00	1,048.92	92*0283653	92*0283656
50978	General Fund Restricted	1,365.04	0.00	1,365.04	92*0283657	92*0283661
Total Fund 12 General Fund Restricted		<u>374,298.65</u>	<u>0.00</u>	<u>374,298.65</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50844	Child Development Fund	1,310.44	0.00	1,310.44	92*0282560	92*0282563
50855	Child Development Fund	829.92	0.00	829.92	92*0282621	92*0282624
50891	Child Development Fund	1,171.52	0.00	1,171.52	92*0283181	92*0283185
50892	Child Development Fund	3,207.88	0.00	3,207.88	92*0283186	92*0283191
50906	Child Development Fund	845.70	0.00	845.70	92*0283255	92*0283258
50920	Child Development Fund	5,230.80	0.00	5,230.80	92*0283320	92*0283322
50930	Child Development Fund	716.74	0.00	716.74	92*0283389	92*0283394
50956	Child Development Fund	408.65	0.00	408.65	92*0283521	92*0283522
50957	Child Development Fund	3,714.08	0.00	3,714.08	92*0283523	92*0283527
50980	Child Development Fund	285.92	0.00	285.92	92*0283665	92*0283668
Total Fund 33 Child Development Fund		<u>17,721.65</u>	<u>0.00</u>	<u>17,721.65</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50858	Capital Outlay Projects Fund	60,448.04	0.00	60,448.04	92*0282632	92*0282634
50907	Capital Outlay Projects Fund	29,993.00	0.00	29,993.00	92*0283259	92*0283259
50961	Capital Outlay Projects Fund	16,296.00	0.00	16,296.00	92*0283538	92*0283538
Total Fund 41 Capital Outlay Projects Fu		<u>106,737.04</u>	<u>0.00</u>	<u>106,737.04</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50845	Bond Fund, Measure E	295.94	0.00	295.94	92*0282564	92*0282564
50856	Bond Fund, Measure E	36,482.63	0.00	36,482.63	92*0282625	92*0282627
50857	Bond Fund, Measure E	57,624.00	0.00	57,624.00	92*0282628	92*0282631
50876	Bond Fund, Measure E	16,763.69	0.00	16,763.69	92*0282830	92*0282833
50921	Bond Fund, Measure E	4,352.12	0.00	4,352.12	92*0283323	92*0283324
50931	Bond Fund, Measure E	500.00	0.00	500.00	92*0283395	92*0283395
50940	Bond Fund, Measure E	11,887.00	0.00	11,887.00	92*0283434	92*0283436
50958	Bond Fund, Measure E	55,600.00	0.00	55,600.00	92*0283528	92*0283531
50959	Bond Fund, Measure E	59,480.62	0.00	59,480.62	92*0283532	92*0283534
50960	Bond Fund, Measure E	12,028.19	0.00	12,028.19	92*0283535	92*0283537
50981	Bond Fund, Measure E	35,329.99	0.00	35,329.99	92*0283669	92*0283670
50982	Bond Fund, Measure E	26,027.55	0.00	26,027.55	92*0283671	92*0283676
50983	Bond Fund, Measure E	45,308.00	0.00	45,308.00	92*0283677	92*0283680
50984	Bond Fund, Measure E	48,443.52	0.00	48,443.52	92*0283681	92*0283682
Total Fund 42 Bond Fund, Measure E		<u>410,123.25</u>	<u>0.00</u>	<u>410,123.25</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50932	Property and Liability Fund	10,279.39	0.00	10,279.39	92*0283396	92*0283398
Total Fund 61 Property and Liability Fund		<u><u>10,279.39</u></u>	<u><u>0.00</u></u>	<u><u>10,279.39</u></u>		

50941	Student Financial Aid Fund	25,000.00	0.00	25,000.00	92*0283437	92*0283437
Total Fund 74 Student Financial Aid Fund		<u><u>25,000.00</u></u>	<u><u>0.00</u></u>	<u><u>25,000.00</u></u>		

SUMMARY

Total Fund 11 General Fund Unrestricted	2,791,368.24
Total Fund 12 General Fund Restricted	374,298.65
Total Fund 33 Child Development Fund	17,721.65
Total Fund 41 Capital Outlay Projects Fund	106,737.04
Total Fund 42 Bond Fund, Measure E	410,123.25
Total Fund 61 Property and Liability Fund	10,279.39
Total Fund 74 Student Financial Aid Fund	25,000.00
Grand Total:	<u><u>3,735,528.22</u></u>

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

From 4 / 1 / 2011 To 4 / 30 / 2011
Board Meeting on 5 / 23 / 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>Revenue Account</u>		
8100	FEDERAL REVENUE		\$170,000
8600	STATE REVENUE		60,000
8800	LOCAL REVENUE		15,000
	Total revenue		\$245,000
	<u>Appropriation Account</u>		
1000	ACADEMIC SALARIES		\$20,306
2000	CLASSIFIED / OTHER NONACADEMIC		125,278
3000	EMPLOYEE BENEFITS		42,884
4000	SUPPLIES AND MATERIALS		5,904
5000	OPERATING EXPENSES & SERVICES		49,478
6000	CAPITAL OUTLAY		1,150
	Total appropriation		\$245,000

RECOMMENDATION

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

Fund 12: General Fund Restricted

bc10pn405b		4/5/2011	B007615	<u>Decreases</u>	<u>Increases</u>
2000	CLASSIFIED/OTHER NONACADEMIC			0	98,772
3000	EMPLOYEE BENEFITS			0	36,562
4000	SUPPLIES AND MATERIALS			0	957
5000	OPERATING EXPENSES AND SERVICES			0	13,709
8100	FEDERAL REVENUE			0	150,000
				<hr/>	
				0	300,000

Reason: Special Project Adjustment
Description: SP#1614 Wm's Bus Ctr yr5/5

bc10pn405q		4/5/2011	B007629	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES			0	4,000
3000	EMPLOYEE BENEFITS			0	553
4000	SUPPLIES AND MATERIALS			0	4,347
5000	OPERATING EXPENSES AND SERVICES			0	6,100
8800	LOCAL REVENUE			0	15,000
				<hr/>	
				0	30,000

Reason: Special Project Adjustment
Description: SP#3311 ARCHES CTE Multi Path2

bc10pn408b		4/8/2011	B007659	<u>Decreases</u>	<u>Increases</u>
2000	CLASSIFIED/OTHER NONACADEMIC			0	26,506
3000	EMPLOYEE BENEFITS			0	2,475
4000	SUPPLIES AND MATERIALS			0	400
5000	OPERATING EXPENSES AND SERVICES			0	29,469
6000	CAPITAL OUTLAY			0	1,150
8600	STATE REVENUE			0	60,000
				<hr/>	
				0	120,000

Reason: Special Project Adjustment
Description: SP#2286 YEP BEC Aug DO

bc10pn418t		4/18/2011	B007698	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES			0	16,306
3000	EMPLOYEE BENEFITS			0	3,294
4000	SUPPLIES AND MATERIALS			0	200
5000	OPERATING EXPENSES AND SERVICES			0	200
8100	FEDERAL REVENUE			0	20,000
				<hr/>	
				0	40,000

Reason: Special Project Adjustment
Description: SP#1608 NSF Full MT2 yr1

Board of Trustees
SUMMARY OF BUDGET INCREASES AND DECREASES
4/1/2011 - 4/30/2011

Summary by Major Object for Fund 12

	<u>Decreases</u>	<u>Increases</u>
1000 ACADEMIC SALARIES	0	20,306
2000 CLASSIFIED/OTHER NONACADEMIC	0	125,278
3000 EMPLOYEE BENEFITS	0	42,884
4000 SUPPLIES AND MATERIALS	0	5,904
5000 OPERATING EXPENSES AND SERVICES	0	49,478
6000 CAPITAL OUTLAY	0	1,150
8100 FEDERAL REVENUE	0	170,000
8600 STATE REVENUE	0	60,000
8800 LOCAL REVENUE	0	15,000
	<hr/>	<hr/>
	0	490,000

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

From 4 / 1 / 2011 To 4 / 30 / 2011
Board Meeting on 5 / 23 / 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>Revenue Account</u>		
8800	LOCAL REVENUE		\$16,183
	Total revenue		\$16,183
	<u>Appropriation Account</u>		
6000	CAPITAL OUTLAY		\$16,183
	Total appropriation		\$16,183

RECOMMENDATION

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

Fund 33: Child Development Fund

bc10pn405a	4/5/2011	B007614	<u>Decreases</u>	<u>Increases</u>
6000	CAPITAL OUTLAY		0	16,183
8800	LOCAL REVENUE		0	16,183
			<hr/>	<hr/>
			0	32,366

Reason: Adjustment
Description: SAC-ECEC fencing

Summary by Major Object for Fund 33

		<u>Decreases</u>	<u>Increases</u>
6000	CAPITAL OUTLAY	0	16,183
8800	LOCAL REVENUE	0	16,183
		<hr/>	<hr/>
		0	32,366

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

From 4 / 1 / 2011 To 4 / 30 / 2011
Board Meeting on 5 / 23 / 2011

FUND: 79 DIVERSIFIED TRUST FUND

BACKGROUND

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

ANALYSIS

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

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Revenue Account</u>		
8900	OTHER REVENUE		\$18,000
	Total revenue		\$18,000
	<u>Appropriation Account</u>		
5000	OPERATING EXPENSES & SERVICES		\$18,000
	Total appropriation		\$18,000

RECOMMENDATION

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

Board of Trustees
SUMMARY OF BUDGET INCREASES AND DECREASES
4/1/2011 - 4/30/2011

Fund 79: Diversified Trust Fund

bc10pn406c	4/6/2011	B007633	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES		0	18,000
8900	OTHER REVENUE		0	18,000
			<hr/> 0	<hr/> 36,000

Reason: Special Project Adjustment
Description: Aux Svcs adj location codes

Summary by Major Object for Fund 79

		<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES	0	18,000
8900	OTHER REVENUE	0	18,000
		<hr/> 0	<hr/> 36,000

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 4 / 1 / 2011 To 4 / 30 / 2011

Board Meeting on 5 / 23 / 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		\$98,434
2000	CLASSIFIED / OTHER NONACADEMIC		98,568
3000	EMPLOYEE BENEFITS		27,323
4000	SUPPLIES AND MATERIALS		7,564
5000	OPERATING EXPENSES AND SERVICES	\$243,132	
6000	CAPITAL OUTLAY		11,243
	Total Transfer	\$243,132	\$243,132

RECOMMENDATION

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

Board of Trustees
SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS
4/1/2011 - 4/30/2011

Fund 11:

bc10pn401a	4/1/2011	B007611	<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS		0	142
5000	OPERATING EXPENSES AND SERVICES		142	0
			142	142

Reason: Adjustment
Description: Cover neg budg used for match

bc10pn405f	4/5/2011	B007619	<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		0	2,040
6000	CAPITAL OUTLAY		2,040	0
			2,040	2,040

Reason: Special Project Adjustment
Description: SAC commencement prog printing

bc10pn407i	4/7/2011	B007648	<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		0	2,141
6000	CAPITAL OUTLAY		2,141	0
			2,141	2,141

Reason: Adjustment
Description: DO ITS Microsoft training

bc10pn407j	4/7/2011	B007649	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC		0	1,700
4000	SUPPLIES AND MATERIALS		1,000	0
5000	OPERATING EXPENSES AND SERVICES		700	0
			1,700	1,700

Reason: Adjustment
Description: SAC Sr custodian substitute DO

bc10pn407k	4/7/2011	B007650	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES		0	56,000
2000	CLASSIFIED/OTHER NONACADEMIC		0	21,000
5000	OPERATING EXPENSES AND SERVICES		77,000	0
			77,000	77,000

Reason: Adjustment
Description: SCC hrly end of yr exp/neg bal

bc10pn407m	4/7/2011	B007652	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC		24	0
3000	EMPLOYEE BENEFITS		0	24
			24	24

Reason: Special Project Adjustment
Description: Corr B007255 SAC Adm Svcs

Fund 11: General Fund Unrestricted

bc10pn407q		4/7/2011	B007655	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			0	13,300
2000	CLASSIFIED/OTHER NONACADEMIC			0	4,000
5000	OPERATING EXPENSES AND SERVICES			17,300	0
				<hr/>	<hr/>
				17,300	17,300

Reason: Adjustment
Description: SCC hrly yr end exps/neg bal

bc10pn407r		4/7/2011	B007656	<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES			0	1,173
6000	CAPITAL OUTLAY			1,173	0
				<hr/>	<hr/>
				1,173	1,173

Reason: Adjustment
Description: SCC ITS '08 Boot Camp training

bc10kt4811a		4/8/2011	B007660	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			0	27,523
5000	OPERATING EXPENSES AND SERVICES			27,523	0
				<hr/>	<hr/>
				27,523	27,523

Reason: Adjustment
Description: Balance hourly accounts

bc10kt41511a		4/15/2011	B007667	<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: Adjustment
Description: Paper input tray 4 PO printer

bc10pn418q		4/18/2011	B007695	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS			0	6,518
5000	OPERATING EXPENSES AND SERVICES			6,518	0
				<hr/>	<hr/>
				6,518	6,518

Reason: Special Project Adjustment
Description: SAC Adm & Rec expenses

bc10pn419a		4/19/2011	B007700	<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES			0	3,000
6000	CAPITAL OUTLAY			3,000	0
				<hr/>	<hr/>
				3,000	3,000

Reason: Adjustment
Description: DMC HVAC major repairs

Fund 11: General Fund Unrestricted

		<u>From</u>	<u>To</u>
bc10pn419p	4/19/2011 B007714		
4000	SUPPLIES AND MATERIALS	500	0
5000	OPERATING EXPENSES AND SERVICES	0	500
		500	500

Reason: Adjustment
Description: SAC Bus Div brochure printing

		<u>From</u>	<u>To</u>
bc10pn419u	4/19/2011 B007719		
4000	SUPPLIES AND MATERIALS	1,650	0
6000	CAPITAL OUTLAY	0	1,650
		1,650	1,650

Reason: Adjustment
Description: Graphic Comm software purchase

		<u>From</u>	<u>To</u>
bc10pn420a	4/20/2011 B007721		
2000	CLASSIFIED/OTHER NONACADEMIC	26,500	0
5000	OPERATING EXPENSES AND SERVICES	0	26,500
		26,500	26,500

Reason: Adjustment
Description: Fund Fis Svcs Asst V.Chancellr

		<u>From</u>	<u>To</u>
bc10pn422e	4/22/2011 B007730		
2000	CLASSIFIED/OTHER NONACADEMIC	0	32,000
5000	OPERATING EXPENSES AND SERVICES	32,000	0
		32,000	32,000

Reason: Adjustment
Description: SCC interpreters for students

		<u>From</u>	<u>To</u>
bc10pn425a	4/25/2011 B007733		
4000	SUPPLIES AND MATERIALS	0	1,541
5000	OPERATING EXPENSES AND SERVICES	1,541	0
		1,541	1,541

Reason: Adjustment
Description: SCC inst mmbbrshp/supp/maint

		<u>From</u>	<u>To</u>
bc10pn425b	4/25/2011 B007734		
4000	SUPPLIES AND MATERIALS	0	4,500
5000	OPERATING EXPENSES AND SERVICES	5,000	0
6000	CAPITAL OUTLAY	0	500
		5,000	5,000

Reason: Adjustment
Description: SCC instr supp/equip/conf etc.

Fund 11: General Fund Unrestricted

bc10pn425d	4/25/2011	B007736	From	To
5000	OPERATING EXPENSES AND SERVICES		0	5,000
6000	CAPITAL OUTLAY		5,000	0
			<hr/>	<hr/>
			5,000	5,000
Reason:	Adjustment			
Description:	DO ITS programmers training			
bc10pn426b	4/26/2011	B007749	From	To
4000	SUPPLIES AND MATERIALS		395	0
5000	OPERATING EXPENSES AND SERVICES		0	395
			<hr/>	<hr/>
			395	395
Reason:	Adjustment			
Description:	SCC Libry 3M security system			
bc10pn426c	4/26/2011	B007750	From	To
5000	OPERATING EXPENSES AND SERVICES		20,000	0
6000	CAPITAL OUTLAY		0	20,000
			<hr/>	<hr/>
			20,000	20,000
Reason:	Adjustment			
Description:	SCC mandated funds-facilities			
bc10kt42611a	4/26/2011	B007764	From	To
3000	EMPLOYEE BENEFITS		0	662
5000	OPERATING EXPENSES AND SERVICES		662	0
			<hr/>	<hr/>
			662	662
Reason:	Adjustment			
Description:	Cover John Didion's TSA acct			
bc10kt42611g	4/26/2011	B007770	From	To
1000	ACADEMIC SALARIES		0	1,611
3000	EMPLOYEE BENEFITS		0	506
5000	OPERATING EXPENSES AND SERVICES		2,117	0
			<hr/>	<hr/>
			2,117	2,117
Reason:	Adjustment			
Description:	Fund 2 LHE for Nell Yang			
bc10kt42611h	4/26/2011	B007771	From	To
2000	CLASSIFIED/OTHER NONACADEMIC		0	66,392
3000	EMPLOYEE BENEFITS		0	25,989
5000	OPERATING EXPENSES AND SERVICES		92,381	0
			<hr/>	<hr/>
			92,381	92,381
Reason:	Adjustment			
Description:	Cover neg bal used 4 match 2 s			

Fund 11: General Fund Unrestricted

bc10kt42611i		4/26/2011	B007772	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS			1,450	0
5000	OPERATING EXPENSES AND SERVICES			0	3
6000	CAPITAL OUTLAY			0	1,447
				<hr/>	<hr/>
				1,450	1,450
Reason: Adjustment					
Description: Cover neg bal 4 mandated costs					

Summary by Major Object for Fund 11

		<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES	0	98,434
2000	CLASSIFIED/OTHER NONACADEMIC	0	98,568
3000	EMPLOYEE BENEFITS	0	27,323
4000	SUPPLIES AND MATERIALS	0	7,564
5000	OPERATING EXPENSES AND SERVICES	243,132	0
6000	CAPITAL OUTLAY	0	11,243
		<hr/>	<hr/>
		243,132	243,132

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 4 / 1 / 2011 To 4 / 30 / 2011

Board Meeting on 5 / 23 / 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		\$63,232
2000	CLASSIFIED / OTHER NONACADEMIC	\$93,263	
3000	EMPLOYEE BENEFITS		5,612
4000	SUPPLIES AND MATERIALS	35,770	
5000	OPERATING EXPENSES AND SERVICES		7,206
6000	CAPITAL OUTLAY		53,908
7000	OTHER OUTGO	925	
	Total Transfer	\$129,958	\$129,958

RECOMMENDATION

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

Fund 12: General Fund Restricted

bc10pn405d	4/5/2011	B007617	From	To
5000	OPERATING EXPENSES AND SERVICES		2,000	0
6000	CAPITAL OUTLAY		0	2,000
			<hr/>	<hr/>
			2,000	2,000
Reason:	Special Project Adjustment			
Description:	SAC Jail Prog 20 new DELL PCs			
bc10pn405h	4/5/2011	B007621	From	To
4000	SUPPLIES AND MATERIALS		0	725
5000	OPERATING EXPENSES AND SERVICES		725	0
			<hr/>	<hr/>
			725	725
Reason:	Special Project Adjustment			
Description:	Corr B007296 SAC Welding			
bc10pn405j	4/5/2011	B007623	From	To
1000	ACADEMIC SALARIES		0	13,430
2000	CLASSIFIED/OTHER NONACADEMIC		13,430	0
			<hr/>	<hr/>
			13,430	13,430
Reason:	Special Project Adjustment			
Description:	SAC SCE projected personnel			
bc10pn405k	4/5/2011	B007624	From	To
1000	ACADEMIC SALARIES		0	7,676
2000	CLASSIFIED/OTHER NONACADEMIC		7,676	0
			<hr/>	<hr/>
			7,676	7,676
Reason:	Special Project Adjustment			
Description:	SAC SCE projected personnel			
bc10pn405l	4/5/2011	B007625	From	To
4000	SUPPLIES AND MATERIALS		8	0
6000	CAPITAL OUTLAY		0	8
			<hr/>	<hr/>
			8	8
Reason:	Special Project Adjustment			
Description:	SAC SCE negative balance			
bc10pn405p	4/5/2011	B007628	From	To
1000	ACADEMIC SALARIES		0	3,462
2000	CLASSIFIED/OTHER NONACADEMIC		0	1,279
3000	EMPLOYEE BENEFITS		0	2,599
4000	SUPPLIES AND MATERIALS		5,917	0
5000	OPERATING EXPENSES AND SERVICES		1,410	0
7000	OTHER OUTGO		13	0
			<hr/>	<hr/>
			7,340	7,340
Reason:	Special Project Adjustment			
Description:	SP#1509 GEAR UP III close out			

Fund 12: General Fund Restricted

bc10pn407f	4/7/2011	B007645	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC		4,511	0
3000	EMPLOYEE BENEFITS		153	0
4000	SUPPLIES AND MATERIALS		0	4,664
			<hr/>	<hr/>
			4,664	4,664

Reason: Special Project Adjustment
Description: SAC SCE instruct supp quote

bc10pn407g	4/7/2011	B007646	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC		1,354	0
3000	EMPLOYEE BENEFITS		46	0
4000	SUPPLIES AND MATERIALS		0	1,400
			<hr/>	<hr/>
			1,400	1,400

Reason: Special Project Adjustment
Description: SAC SCE books expense

bc10pn407p	4/7/2011	B007654	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES		1,661	0
5000	OPERATING EXPENSES AND SERVICES		0	1,661
			<hr/>	<hr/>
			1,661	1,661

Reason: Special Project Adjustment
Description: OEC WIA ESL contract svcs

bc10pn407s	4/7/2011	B007657	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC		5,600	0
3000	EMPLOYEE BENEFITS		2,082	0
4000	SUPPLIES AND MATERIALS		435	0
5000	OPERATING EXPENSES AND SERVICES		1,631	0
6000	CAPITAL OUTLAY		0	9,748
			<hr/>	<hr/>
			9,748	9,748

Reason: Special Project Adjustment
Description: OEC WIA instructional equip

bc10pn415a	4/15/2011	B007664	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		500	0
6000	CAPITAL OUTLAY		0	500
			<hr/>	<hr/>
			500	500

Reason: Special Project Adjustment
Description: SCC Title V books/software

bc10pn415b	4/15/2011	B007665	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		4,200	0
5000	OPERATING EXPENSES AND SERVICES		0	4,200
			<hr/>	<hr/>
			4,200	4,200

Reason: Special Project Adjustment
Description: SAC Financial Aid overpayments

Fund 12: General Fund Restricted

bc10pn415c		4/15/2011	B007666	<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS			0	1,009
4000	SUPPLIES AND MATERIALS			11,000	0
5000	OPERATING EXPENSES AND SERVICES			0	9,991
				<hr/>	<hr/>
				11,000	11,000

Reason: Special Project Adjustment
Description: SAC Fin Aid Datatel consult

bc10kt41511b		4/15/2011	B007668	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS			210	0
5000	OPERATING EXPENSES AND SERVICES			0	210
				<hr/>	<hr/>
				210	210

Reason: Special Project Adjustment
Description: Fund conf. Time & Effort Repor

bc10kt41511c		4/15/2011	B007669	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			500	0
6000	CAPITAL OUTLAY			0	500
				<hr/>	<hr/>
				500	500

Reason: Special Project Adjustment
Description: Fund equipment for WIA

bc10kt41511l		4/15/2011	B007678	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			2,370	0
6000	CAPITAL OUTLAY			0	2,370
				<hr/>	<hr/>
				2,370	2,370

Reason: Special Project Adjustment
Description: Buy chairs for Matriculation

bc10kt41511m		4/15/2011	B007679	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS			1,348	0
5000	OPERATING EXPENSES AND SERVICES			0	598
7000	OTHER OUTGO			0	750
				<hr/>	<hr/>
				1,348	1,348

Reason: Special Project Adjustment
Description: Cover 09-10 UB conf, stipend

bc10pn418a		4/18/2011	B007680	<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS			160	0
5000	OPERATING EXPENSES AND SERVICES			0	160
				<hr/>	<hr/>
				160	160

Reason: Special Project Adjustment
Description: VTEA mileage reimbursement

Fund 12: General Fund Restricted

bc10pn418e	4/18/2011	B007684	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		412	0
6000	CAPITAL OUTLAY		0	412
			<hr/>	<hr/>
			412	412

Reason: Special Project Adjustment
Description: SAC Media Systems DVD Blu-Ray

bc10pn418f	4/18/2011	B007685	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		700	0
5000	OPERATING EXPENSES AND SERVICES		0	700
			<hr/>	<hr/>
			700	700

Reason: Special Project Adjustment
Description: SCC Matric conference acct

bc10pn418g	4/18/2011	B007686	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		2,390	0
5000	OPERATING EXPENSES AND SERVICES		0	2,390
			<hr/>	<hr/>
			2,390	2,390

Reason: Special Project Adjustment
Description: SAC UB III yr4 student travel

bc10pn418i	4/18/2011	B007688	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC		900	0
4000	SUPPLIES AND MATERIALS		0	900
			<hr/>	<hr/>
			900	900

Reason: Special Project Adjustment
Description: SAC Nursing close-captioning

bc10pn418j	4/18/2011	B007689	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		0	65
5000	OPERATING EXPENSES AND SERVICES		65	0
			<hr/>	<hr/>
			65	65

Reason: Special Project Adjustment
Description: SAC Psych movie series food

bc10pn418m	4/18/2011	B007692	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES		0	7,000
3000	EMPLOYEE BENEFITS		0	968
5000	OPERATING EXPENSES AND SERVICES		7,968	0
			<hr/>	<hr/>
			7,968	7,968

Reason: Special Project Adjustment
Description: BSI counseling services

Fund 12: General Fund Restricted

bc10pn418n		4/18/2011	B007694	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			0	5,400
3000	EMPLOYEE BENEFITS			0	731
5000	OPERATING EXPENSES AND SERVICES			6,131	0
				<hr/>	<hr/>
				6,131	6,131

Reason: Special Project Adjustment
Description: SCC BSI summ facilitation 3LHE

bc10pn418r		4/18/2011	B007696	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC			39,268	0
5000	OPERATING EXPENSES AND SERVICES			0	39,268
				<hr/>	<hr/>
				39,268	39,268

Reason: Special Project Adjustment
Description: SAC DSPS interpreting svcs

bc10pn418s		4/18/2011	B007697	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			0	13,349
2000	CLASSIFIED/OTHER NONACADEMIC			10,242	0
3000	EMPLOYEE BENEFITS			0	1,758
4000	SUPPLIES AND MATERIALS			4,865	0
				<hr/>	<hr/>
				15,107	15,107

Reason: Special Project Adjustment
Description: OEC Inmate Ed PT coord PR/ben

bc10pn419d		4/19/2011	B007703	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS			0	424
5000	OPERATING EXPENSES AND SERVICES			424	0
				<hr/>	<hr/>
				424	424

Reason: Special Project Adjustment
Description: SAC SCE book expenses

bc10pn419e		4/19/2011	B007704	<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES			9,227	0
6000	CAPITAL OUTLAY			0	9,227
				<hr/>	<hr/>
				9,227	9,227

Reason: Special Project Adjustment
Description: SAC SCE projector/supplies

bc10pn419f		4/19/2011	B007705	<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES			9,912	0
6000	CAPITAL OUTLAY			0	9,912
				<hr/>	<hr/>
				9,912	9,912

Reason: Special Project Adjustment
Description: SAC SCE shredder/3 laptops

Fund 12: General Fund Restricted

		4/19/2011	B007706	<u>From</u>	<u>To</u>
bc10pn419g					
4000	SUPPLIES AND MATERIALS			0	3,802
5000	OPERATING EXPENSES AND SERVICES			3,802	0
				<hr/>	<hr/>
				3,802	3,802

Reason: Special Project Adjustment
Description: SAC SCE Bus Skills books

		4/19/2011	B007707	<u>From</u>	<u>To</u>
bc10pn419h					
4000	SUPPLIES AND MATERIALS			0	3,700
5000	OPERATING EXPENSES AND SERVICES			3,700	0
				<hr/>	<hr/>
				3,700	3,700

Reason: Special Project Adjustment
Description: SAC SCE 121 classroom chairs

		4/19/2011	B007708	<u>From</u>	<u>To</u>
bc10pn419i					
4000	SUPPLIES AND MATERIALS			1,135	0
6000	CAPITAL OUTLAY			0	1,135
				<hr/>	<hr/>
				1,135	1,135

Reason: Special Project Adjustment
Description: SAC SCE shredder

		4/19/2011	B007709	<u>From</u>	<u>To</u>
bc10pn419j					
1000	ACADEMIC SALARIES			0	379
4000	SUPPLIES AND MATERIALS			379	0
				<hr/>	<hr/>
				379	379

Reason: Special Project Adjustment
Description: SAC SCE personnel expenses

		4/19/2011	B007711	<u>From</u>	<u>To</u>
bc10pn419l					
4000	SUPPLIES AND MATERIALS			0	2,000
5000	OPERATING EXPENSES AND SERVICES			0	1,200
7000	OTHER OUTGO			3,200	0
				<hr/>	<hr/>
				3,200	3,200

Reason: Special Project Adjustment
Description: SAC GEAR UP conference/food

		4/19/2011	B007713	<u>From</u>	<u>To</u>
bc10pn419n					
1000	ACADEMIC SALARIES			3,750	0
5000	OPERATING EXPENSES AND SERVICES			0	3,750
				<hr/>	<hr/>
				3,750	3,750

Reason: Special Project Adjustment
Description: SCC Title V B-203 renovations

Fund 12: General Fund Restricted

		4/19/2011	B007715	<u>From</u>	<u>To</u>
bc10pn419q					
4000	SUPPLIES AND MATERIALS			200	0
5000	OPERATING EXPENSES AND SERVICES			0	200
				200	200

Reason: Special Project Adjustment
Description: Ed Svcs Survey Monkey subscrpt

		4/19/2011	B007720	<u>From</u>	<u>To</u>
bc10pn419v					
2000	CLASSIFIED/OTHER NONACADEMIC			0	1,500
5000	OPERATING EXPENSES AND SERVICES			1,500	0
				1,500	1,500

Reason: Special Project Adjustment
Description: SAC GBE instructional asst

		4/20/2011	B007722	<u>From</u>	<u>To</u>
bc10pn420b					
1000	ACADEMIC SALARIES			0	1,537
4000	SUPPLIES AND MATERIALS			250	0
5000	OPERATING EXPENSES AND SERVICES			1,287	0
				1,537	1,537

Reason: Special Project Adjustment
Description: SCC summ counsel/ASPEN Grant

		4/20/2011	B007723	<u>From</u>	<u>To</u>
bc10pn420c					
2000	CLASSIFIED/OTHER NONACADEMIC			800	0
4000	SUPPLIES AND MATERIALS			0	800
				800	800

Reason: Special Project Adjustment
Description: SAC MCHS instruct supplies

		4/21/2011	B007724	<u>From</u>	<u>To</u>
bc10pn421a					
4000	SUPPLIES AND MATERIALS			24	0
6000	CAPITAL OUTLAY			0	24
				24	24

Reason: Special Project Adjustment
Description: SAC Weld Tech Baileigh freight

		4/22/2011	B007727	<u>From</u>	<u>To</u>
bc10pn422a					
1000	ACADEMIC SALARIES			0	7,420
2000	CLASSIFIED/OTHER NONACADEMIC			0	7,622
3000	EMPLOYEE BENEFITS			0	1,550
4000	SUPPLIES AND MATERIALS			13,952	0
5000	OPERATING EXPENSES AND SERVICES			2,640	0
				16,592	16,592

Reason: Special Project Adjustment
Description: SAC PharmTech Allied Hlth Grnt

Fund 12: General Fund Restricted

bc10pn422f	4/22/2011	B007731	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		180	0
6000	CAPITAL OUTLAY		0	180
			<hr/>	<hr/>
			180	180

Reason: Special Project Adjustment
Description: SAC SCE expenditures

bc10pn422g	4/22/2011	B007732	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		0	2,788
5000	OPERATING EXPENSES AND SERVICES		2,788	0
			<hr/>	<hr/>
			2,788	2,788

Reason: Special Project Adjustment
Description: SAC SCE book expenditures

bc10pn425c	4/25/2011	B007735	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		0	250
6000	CAPITAL OUTLAY		250	0
			<hr/>	<hr/>
			250	250

Reason: Special Project Adjustment
Description: SAC Journey Ed

bc10pn425e	4/25/2011	B007737	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES		0	4,124
4000	SUPPLIES AND MATERIALS		1,123	0
5000	OPERATING EXPENSES AND SERVICES		3,001	0
			<hr/>	<hr/>
			4,124	4,124

Reason: Special Project Adjustment
Description: SCC CTE CORE PT counseling

bc10pn425f	4/25/2011	B007738	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC		500	0
4000	SUPPLIES AND MATERIALS		0	500
			<hr/>	<hr/>
			500	500

Reason: Special Project Adjustment
Description: Res Dev food/food svcs

bc10pn425i	4/25/2011	B007741	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES		500	0
4000	SUPPLIES AND MATERIALS		0	500
			<hr/>	<hr/>
			500	500

Reason: Special Project Adjustment
Description: SP#3311 SAC ARCHES CTE

Fund 12: General Fund Restricted

		4/25/2011	B007744	<u>From</u>	<u>To</u>
bc10pn425i					
1000	ACADEMIC SALARIES			1,934	0
2000	CLASSIFIED/OTHER NONACADEMIC			2,152	0
4000	SUPPLIES AND MATERIALS			0	1,000
6000	CAPITAL OUTLAY			0	9,159
7000	OTHER OUTGO			6,073	0
				10,159	10,159

Reason: Special Project Adjustment
Description: SCC food/equipment accounts

		4/25/2011	B007745	<u>From</u>	<u>To</u>
bc10pn425m					
2000	CLASSIFIED/OTHER NONACADEMIC			6,600	0
5000	OPERATING EXPENSES AND SERVICES			0	4,100
6000	CAPITAL OUTLAY			0	2,500
				6,600	6,600

Reason: Special Project Adjustment
Description: SCC Title V SLC renov/2laptops

		4/25/2011	B007746	<u>From</u>	<u>To</u>
bc10pn425n					
4000	SUPPLIES AND MATERIALS			8,514	0
5000	OPERATING EXPENSES AND SERVICES			0	8,514
				8,514	8,514

Reason: Special Project Adjustment
Description: SAC SCE expenses

		4/25/2011	B007747	<u>From</u>	<u>To</u>
bc10pn425p					
1000	ACADEMIC SALARIES			0	1,845
3000	EMPLOYEE BENEFITS			0	279
5000	OPERATING EXPENSES AND SERVICES			2,124	0
				2,124	2,124

Reason: Special Project Adjustment
Description: SCC CTE PT counseling

		4/26/2011	B007751	<u>From</u>	<u>To</u>
bc10pn426d					
4000	SUPPLIES AND MATERIALS			0	989
5000	OPERATING EXPENSES AND SERVICES			989	0
				989	989

Reason: Special Project Adjustment
Description: SP#2417 SAC Puente Program

		4/26/2011	B007752	<u>From</u>	<u>To</u>
bc10pn426e					
1000	ACADEMIC SALARIES			49	0
4000	SUPPLIES AND MATERIALS			0	400
5000	OPERATING EXPENSES AND SERVICES			351	0
				400	400

Reason: Special Project Adjustment
Description: SAC ULINK/Univ Trans events

Fund 12: General Fund Restricted

		<u>From</u>	<u>To</u>
bc10pn426g	4/26/2011	B007754	
1000	ACADEMIC SALARIES	1,781	0
2000	CLASSIFIED/OTHER NONACADEMIC	0	1,781
		1,781	1,781

Reason: Special Project Adjustment
Description: SAC SCE negative balances

		<u>From</u>	<u>To</u>
bc10pn426h	4/26/2011	B007755	
5000	OPERATING EXPENSES AND SERVICES	2,223	0
6000	CAPITAL OUTLAY	0	2,223
		2,223	2,223

Reason: Special Project Adjustment
Description: SAC SCE equipment

		<u>From</u>	<u>To</u>
bc10pn426i	4/26/2011	B007756	
4000	SUPPLIES AND MATERIALS	3,560	0
6000	CAPITAL OUTLAY	0	3,560
		3,560	3,560

Reason: Special Project Adjustment
Description: SAC SCE expenditure

		<u>From</u>	<u>To</u>
bc10pn426j	4/26/2011	B007757	
4000	SUPPLIES AND MATERIALS	0	225
5000	OPERATING EXPENSES AND SERVICES	225	0
		225	225

Reason: Special Project Adjustment
Description: SAC SCE instructional supplies

		<u>From</u>	<u>To</u>
bc10pn426k	4/26/2011	B007758	
1000	ACADEMIC SALARIES	1,611	0
2000	CLASSIFIED/OTHER NONACADEMIC	2,000	0
4000	SUPPLIES AND MATERIALS	3,000	0
7000	OTHER OUTGO	0	6,611
		6,611	6,611

Reason: Special Project Adjustment
Description: SCC CAMP stu/mileage exps

		<u>From</u>	<u>To</u>
bc10pn426l	4/26/2011	B007759	
4000	SUPPLIES AND MATERIALS	0	1,500
5000	OPERATING EXPENSES AND SERVICES	1,500	0
		1,500	1,500

Reason: Special Project Adjustment
Description: SCC Bus/CTE copier/supplies

Fund 12: General Fund Restricted

		<u>From</u>	<u>To</u>
bc10pn426m	4/26/2011	B007760	
2000	CLASSIFIED/OTHER NONACADEMIC	80	0
3000	EMPLOYEE BENEFITS	1,262	0
5000	OPERATING EXPENSES AND SERVICES	0	342
7000	OTHER OUTGO	0	1,000
		1,342	1,342

Reason: Special Project Adjustment
Description: SAC Prtnrshp Trans Success Prg

		<u>From</u>	<u>To</u>
bc10kt42611b	4/26/2011	B007765	
4000	SUPPLIES AND MATERIALS	100	0
5000	OPERATING EXPENSES AND SERVICES	0	100
		100	100

Reason: Special Project Adjustment
Description: Printing bookmarks fr STEM

		<u>From</u>	<u>To</u>
bc10kt42611d	4/26/2011	B007766	
2000	CLASSIFIED/OTHER NONACADEMIC	700	0
6000	CAPITAL OUTLAY	0	700
		700	700

Reason: Special Project Adjustment
Description: Buy printer/copier 4 SP Specia

		<u>From</u>	<u>To</u>
bc10kt42611e	4/26/2011	B007768	
4000	SUPPLIES AND MATERIALS	0	2,000
5000	OPERATING EXPENSES AND SERVICES	2,000	0
		2,000	2,000

Reason: Special Project Adjustment
Description: Cover negative balances

		<u>From</u>	<u>To</u>
bc10kt42611f	4/26/2011	B007769	
1000	ACADEMIC SALARIES	0	9,632
2000	CLASSIFIED/OTHER NONACADEMIC	9,632	0
		9,632	9,632

Reason: Special Project Adjustment
Description: Cover negative balances

		<u>From</u>	<u>To</u>
bc10pn428b	4/28/2011	B007777	
1000	ACADEMIC SALARIES	0	2,134
5000	OPERATING EXPENSES AND SERVICES	2,134	0
		2,134	2,134

Reason: Special Project Adjustment
Description: SCC BSI Grant counseling

Fund 12: General Fund Restricted

bc10pn428d	4/28/2011	B007779	<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS		0	421
5000	OPERATING EXPENSES AND SERVICES		421	0
			<hr/>	<hr/>
			421	421

Reason: Special Project Adjustment
Description: SCC BSI PT counseling benefits

Summary by Major Object for Fund 12

		<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES	0	63,232
2000	CLASSIFIED/OTHER NONACADEMIC	93,263	0
3000	EMPLOYEE BENEFITS	0	5,612
4000	SUPPLIES AND MATERIALS	35,770	0
5000	OPERATING EXPENSES AND SERVICES	0	7,206
6000	CAPITAL OUTLAY	0	53,908
7000	OTHER OUTGO	925	0
		<hr/>	<hr/>
		129,958	129,958

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 4 / 1 / 2011 To 4 / 30 / 2011

Board Meeting on 5 / 23 / 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>		
1000	ACADEMIC SALARIES	\$5,849	
2000	CLASSIFIED / OTHER NONACADEMIC	4,700	
3000	EMPLOYEE BENEFITS	600	
4000	SUPPLIES AND MATERIALS	170	
5000	OPERATING EXPENSES AND SERVICES		\$6,145
6000	CAPITAL OUTLAY		5,174
	Total Transfer	\$11,319	\$11,319

RECOMMENDATION

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

Fund 33: Child Development Fund

bc10pn407n	4/7/2011	B007653	From	To
3000	EMPLOYEE BENEFITS		600	0
5000	OPERATING EXPENSES AND SERVICES		0	600
			<hr/>	<hr/>
			600	600
Reason:	Special Project Adjustment			
Description:	Corr B007389 DO Res Dev			
bc10kt41511d	4/15/2011	B007670	From	To
4000	SUPPLIES AND MATERIALS		135	0
6000	CAPITAL OUTLAY		0	135
			<hr/>	<hr/>
			135	135
Reason:	Special Project Adjustment			
Description:	Cover 3 flip camcorders			
bc10kt41511h	4/15/2011	B007674	From	To
2000	CLASSIFIED/OTHER NONACADEMIC		2,350	0
6000	CAPITAL OUTLAY		0	2,350
			<hr/>	<hr/>
			2,350	2,350
Reason:	Special Project Adjustment			
Description:	Replacement of water pumps in			
bc10kt41511i	4/15/2011	B007675	From	To
2000	CLASSIFIED/OTHER NONACADEMIC		2,350	0
6000	CAPITAL OUTLAY		0	2,350
			<hr/>	<hr/>
			2,350	2,350
Reason:	Special Project Adjustment			
Description:	Replacement of water pumps in			
bc10pn419b	4/19/2011	B007701	From	To
4000	SUPPLIES AND MATERIALS		35	0
5000	OPERATING EXPENSES AND SERVICES		0	35
			<hr/>	<hr/>
			35	35
Reason:	Special Project Adjustment			
Description:	CDS licensing fees			
bc10pn425h	4/25/2011	B007740	From	To
5000	OPERATING EXPENSES AND SERVICES		339	0
6000	CAPITAL OUTLAY		0	339
			<hr/>	<hr/>
			339	339
Reason:	Special Project Adjustment			
Description:	CDS SAC-ECEC workroom table			
bc10pn426q	4/26/2011	B007763	From	To
1000	ACADEMIC SALARIES		5,849	0
5000	OPERATING EXPENSES AND SERVICES		0	5,849
			<hr/>	<hr/>
			5,849	5,849
Reason:	Special Project Adjustment			
Description:	CDS contract increase			

Summary by Major Object for Fund 33

	<u>From</u>	<u>To</u>
1000 ACADEMIC SALARIES	5,849	0
2000 CLASSIFIED/OTHER NONACADEMIC	4,700	0
3000 EMPLOYEE BENEFITS	600	0
4000 SUPPLIES AND MATERIALS	170	0
5000 OPERATING EXPENSES AND SERVICES	0	6,145
6000 CAPITAL OUTLAY	0	5,174
	<hr/> 11,319	<hr/> 11,319

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 4 / 1 / 2011 To 4 / 30 / 2011

Board Meeting on 5 / 23 / 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		\$17,770
6000	CAPITAL OUTLAY	\$2,250	
7900	CONTINGENCY OR RESERVE	15,520	
	Total Transfer	\$17,770	\$17,770

RECOMMENDATION

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

Fund 41: Capital Outlay Projects Fund

		<u>From</u>	<u>To</u>
bc10pn404a	4/4/2011 B007612		
5000	OPERATING EXPENSES AND SERVICES	0	2,250
6000	CAPITAL OUTLAY	2,250	0
		<hr/>	<hr/>
		2,250	2,250

Reason: Special Project Adjustment
Description: Facility Plan Fusion training

		<u>From</u>	<u>To</u>
bc10pn408a	4/8/2011 B007658		
5000	OPERATING EXPENSES AND SERVICES	0	5,520
7900	CONTINGENCY OR RESERVE	5,520	0
		<hr/>	<hr/>
		5,520	5,520

Reason:
Description: Recalc/incr invest/interest

		<u>From</u>	<u>To</u>
bc10pn421b	4/21/2011 B007725		
5000	OPERATING EXPENSES AND SERVICES	0	10,000
7900	CONTINGENCY OR RESERVE	10,000	0
		<hr/>	<hr/>
		10,000	10,000

Reason: Special Project Adjustment
Description: Dolinka Gr redevelopmt/consult

Summary by Major Object for Fund 41

		<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES	0	17,770
6000	CAPITAL OUTLAY	2,250	0
7900	CONTINGENCY OR RESERVE	15,520	0
		<hr/>	<hr/>
		17,770	17,770

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

To:	Board of Trustees	Date:	May 23, 2011
Re:	Approval of the 2011-12 Tentative Budget Assumptions		
Action:	Request for Approval		

BACKGROUND

Each year, the Board of Trustees approves assumptions that are used to guide the District and Colleges in the development of the district's annual budget.

ANALYSIS

The attached 2011-2012 Tentative Budget Assumptions are based on the best information known at this time. The Budget Allocation and Planning Review Committee (BAPR) recommended the proposed assumptions to the Chancellor. The Chancellor has reviewed the Tentative Budget Assumptions and is recommending them for approval by the Board of Trustees. The Chancellor will present these assumptions to the District Council on May 23rd. The BAPR Committee unanimously recommended that a 6.00% reduction of workload measures (FTES) be included in the Tentative Budget in anticipation of further state funding reductions.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Tentative Budget Assumptions for the 2011-12 fiscal year as presented.

Fiscal Impact:	Not applicable	Board Date:	May 23, 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 Rodríguez, Chancellor		

Rancho Santiago Community College District 2011-12 Tentative Budget Assumptions

These assumptions are for use in development of the 2011-12 district and college tentative budgets. As more detailed information is received in the coming months from the Offices of the Governor and the State Chancellor, the assumptions will be adjusted accordingly.

General Assumptions

1. The 2011-12 Tentative Budget will be balanced by using the 2010-11 ending balance in excess of the contingency reserve
2. The 2011-12 Tentative Budget will have a contingency reserve of no less than 5%
3. Budgeting for 2011-12 will utilize the current RSCCD Budget Allocation Model
4. The district and colleges will use plans, planning documents, and planning processes as a basis for development of their expenditure budgets

Revenue Assumptions

5. Workload Measure Reduction (negative growth) -6.00% for 2011-12
6. The Cost of Living Adjustment (COLA) of 0.00% for 2011-12
7. All reductions to Categorical Programs will be borne by those Categorical Programs
8. The lottery revenue will be calculated at the rate projected by School Services of California. The current estimate is \$111.00 per FTES for unrestricted revenue and \$17.50 per FTES for restricted revenue in accordance with Proposition 20. Lottery revenues are reduced in proportion to workload measures reductions (loss of FTES)

Expenditure Assumptions

9. The district intends to meet all negotiated contractual obligations.

Reviews

BAPRC recommends budget assumptions to the Chancellor (05-04-2011)

Chancellor's Cabinet to review recommended budget assumptions (05-17-2011)

Chancellor's Council to review recommended budget assumptions (05-23-2011)

Board of Trustees approved the assumptions (5-23-2011)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS AND FISCAL SERVICES

To:	Board of Trustees	Date: May 23, 2011
Re:	Approval of Public Hearing – 2011-2012 Tentative Budget	
Action:	Request for Approval	

BACKGROUND

The California Code of Regulations, Title 5, Section 58305 requires adoption of a Tentative Budget on or before the first day of July each year.

ANALYSIS

In so doing, we request that the District hold a public hearing on the Tentative Budget for the 2011-2012 fiscal year at the June 20, 2011 Board of Trustees meeting prior to approving the Tentative Budget.

Although the California Code of Regulations, Title 5, Section 58305, does not require that the Board of Trustees conduct a public hearing on the Tentative Budget, it is our District's practice to hold a public hearing for both the Tentative and Adopted Budgets.

RECOMMENDATION

It is recommended the Board of Trustees hold a public hearing on the 2011-2012 Tentative Budget at the meeting on June 20, 2011.

Fiscal Impact:	None	Board Date: May 23, 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 Rodríguez, Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: May 23, 2011
Re:	Approval of Awarding Bid #1177 – Data Center Upgrades at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

In compliance with Public Contract Code, Bid #1177 for the Data Center Upgrades Santa Ana College was appropriately advertised and plans/specifications made available to prospective bidders.

ANALYSIS:

Bids were opened on Thursday, May 5, 2011 for the Data Center Upgrades as noted on the attached Bid Results Form. The lowest responsive bidder was Current Electric with a bid of \$19,400.00.

The scope of work provides a new emergency power connection from the generator to the existing eight ton computer room air conditioning system at the César Chávez Building. The work also includes installation of a concrete equipment pad, new transformer and all associated distribution components for the existing lower level electrical and mechanical equipment on the building's roof.

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

RECOMMENDATION:

It is recommended that the Board of Trustees award Bid #1177 for Data Center Upgrades at Santa Ana College to Current Electric as presented.

Fiscal Impact:	\$19,400.00	Board Date: May 23, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor, District Construction & Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	



RANCHO SANTIAGO

COMMUNITY COLLEGE DISTRICT

2323 North Broadway
Santa Ana, CA 92706-1640

FACILITY PLANNING

Meeting in Room 103

BID RESULTS

BID # 1177

PROJECT: Data Center Upgrades

DUE DATE: Thursday, May 5, 2011 @ 2:00 P.M.

BIDDER	AMOUNT	BIDDER	AMOUNT	BIDDER	AMOUNT
Current Electric 26804 Vista Terrace Lake Forest, CA 92630	\$19,400.00				
Academy Electric 864 South Winthrop Orange, CA 92869	\$40,800.00				
Shelby's Electric Company 18860 Dexter Avenue #39 Lake Elsinor, CA 92532	\$48,680.00				

		Santa Ana College - Data Center Upgrades Bid #1177		Date 3-14-11
Action	Date	Weekday	Comments	
DSA Approval				
Advertise	April 1, 2011 April 8, 2011	Friday		
Job Walk	April 12, 2011	Tuesday		
RFI's and Request for Substitutions Due by	April 26, 2011	Tuesday	Due by 2:00	
Answer RFI's by	May 2, 2011	Monday	Reply by 12:00 noon	
Bids Due	May 5, 2011	Thursday	Due by 2:00	
Board Docket Item Due	May 6, 2011	Friday		
Board Meeting	May 23, 2011	Monday		
Issue Award Letter	May 24, 2011	Tuesday		
Submit District Required Documents	May 31, 2011	Tuesday		
Generate Purchase Order (NTP)	June 7, 2011	Tuesday	60 day duration	
Start Construction	June 14, 2011	Tuesday		
End Construction	August 8, 2011	Monday		

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: May 23, 2011
Re:	Approval of Additional Construction Management Services for Documentation and Project Filing/Archiving	
Action:	Request for Approval	

BACKGROUND:

Bernards Management Services is currently providing construction management services for multiple projects at Santa Ana College. An extension of this service is justifiable given that the filing and archiving of District project plans is continuing.

ANALYSIS:

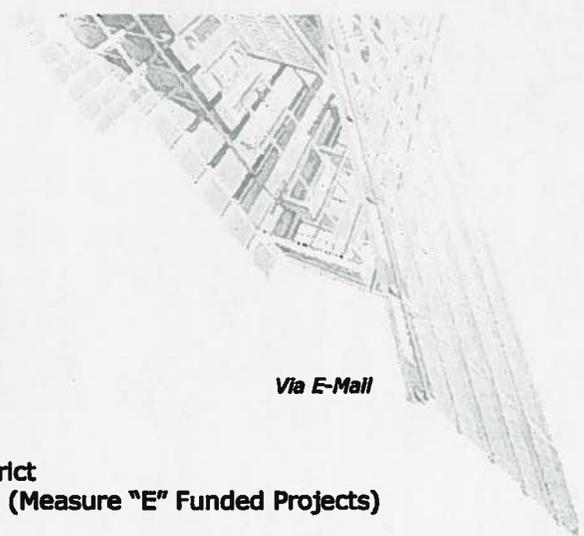
As noted in the attached proposal dated May 2, 2011 from Bernards Builders/Management Services, the filing and archiving of DSA documents, Plan Room filing and the archiving of construction plans is an ongoing project that was approved by the Board of Trustees on September 13, 2010.

Due to the vast amount of plans and construction documents, an extension of those services is requested in the amount of \$50,440.00. The original cost for this project was \$124,976.00. The total revised contract amount for this project is \$175,416.00.

RECOMMENDATION:

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

Fiscal Impact:	\$50,440.00	Board Date: May 23, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor, District Construction & Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodriguez, Chancellor	



May 2, 2011

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

Via E-Mail

Subject: Rancho Santiago Community College District
Plan Room Archiving and Document Filing (Measure "E" Funded Projects)
Request For Contract Extension

Dear Alex:

Pursuant to discussions between the District and Bernards' Project Manager Jerry Neve, we are requesting a Contract extension for the Plan Room archiving and document filing. Services will be extended (at no charge) for an additional month through the end of May 2011. The period of our request is from June 1, 2011 through August 31, 2011 in the following amount:

Position	Individual	Rate	Hours/Months	Cost
1. Construction Manager	William Perez	\$97.00	520 hours	\$50,440
2. General Conditions			3 Months	No Cost
TOTAL				\$50,440

Jerry Neve will continue to provide project management oversight and the work will be performed by our Construction Manager, William Perez.

We appreciate the opportunity to continue providing services to 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. Michael Cawlina, Bernards
Mr. Jerry Neve, Bernards

Inland Empire Regional Office
3633 East Inland Empire Blvd., Suite 360 T 909.941.5225
Ontario, CA 91754 F 909.941.5224
License No. 302007 www.bernards.com

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: May 23, 2011
Re:	Adoption of Resolution No. 11-15 – Electrical for the Science Building (State Portion) at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On December 10, 2007, the Board of Trustees awarded a contract to Baker Electric for Bid #1064/SCC Science Building to perform the electrical work on the project.

ANALYSIS:

During the course of construction certain changes to the scope of work for this contract were required in order to complete the project. The specific changes, reasons for the changes and cost impacts are noted in the attached Resolution 11-15 as well as Exhibit A.

Resolution 11-15 and Change Order #7 as outlined, increases the contract by \$27,496.29 and adds an additional 217 days to the length of the project. The cause of the contract's increase above the 10% cap was the need to have the contractor remove debris from conduits that had been installed by Mepco, Inc. These charges will be back-charged to Mepco, Inc. and to complete additional items outlined in Change Order #7. The official completion date for the project is May 21, 2010 for all construction trades; therefore, each final request of the trade's contract will also include the additional days needed to reach the May 21, 2010 date for completion of the Science Building.

The total revised contract amount is \$1,917,132.44. The costs indicated in the change order are considered fair, reasonable, and within industry standards by the architect, construction manager, and staff. Total change orders for the project are 11.46% of construction cost.

RECOMMENDATION:

District Construction's legal counsel recommends that the Board of Trustees adopt Resolution 11-15, Baker Electric for Bid #1064, electrical in the Santiago Canyon College Science Building as presented.

Fiscal Impact:	\$27,496.29	Board Date: May 23, 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	

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

**RESOLUTION FOR APPROVAL OF AWARD OF CONTRACT TO BAKER
ELECTRIC, INC. FOR CERTAIN ADDITIONAL WORK AT THE SANTIAGO
CANYON COLLEGE SCIENCE BUILDING**

RESOLUTION NO. 11-15

WHEREAS, the Governing Board of the Rancho Santiago Community College District ("District") previously awarded a contract for construction work at the Santiago Canyon College Science Building, ("Project") to Baker Electric, Inc. ("Contractor");

WHEREAS, subsequent to the award of the contract for the Project, it was determined that additional work was necessary on the Project ("Change Order") including providing additional toggle switches for emergency lights, updating room numbers for both fire alarm and communications systems at each classroom and cleanout debris inside conduits installed by Mepco and as more fully set forth in Exhibit "A";

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

WHEREAS, the total cost for the Change Order is \$27,496.29 and exceeds the limitations set forth in Public Contract Code Section 20659;

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

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

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

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

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

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

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

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

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

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

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

APPROVED, PASSED AND ADOPTED by the Governing Board of the Rancho Santiago Community College District this 23 day of May, 2011, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

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

President of the Board of Trustees
Rancho Santiago Community College District

I, _____, Clerk of the Board of Trustees of the Rancho Santiago Community College District Governing Board, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Board of Trustees of the Rancho Santiago Community College District Governing Board at a regular meeting thereof held on the 23 day of May 23, 2011, by the above described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Rancho Santiago Community College District Governing Board this _____ day of _____, 20__.

Clerk of the Board of Trustees
Rancho Santiago Community College District

EXHIBIT "A"

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

EXHIBIT A

CHANGE ORDER		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
		Project:	New Science Building (State Funded Portion) at Santiago Canyon College
Contractor:	Baker Electric Inc.	D.S.A. No.	04-107804
Architect:	LPA, Inc.	Change Order No.	7
		Date:	May 10, 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		\$1,720,000.00
Previous Change Orders	\$169,636.15	
This Change Order	\$27,496.29	
Total Change Orders		\$197,132.44
Revised Contract Amount		\$1,917,132.44
Previous Time Extensions	80 calendar days	
Time Extension - This Change Order	217 calendar days	
Total Time Extensions		297 calendar days
Original Completion Date		July 28, 2009
Revised Contract Completion Date		May 21, 2010
RSCCD Board Approval Date		May 23, 2011

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

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92708-1640

Project: New Science Building (State Funded Portion) at Santiago Canyon College

Bid No. 1064

P.O. # 08-BP000206

D.S.A. No.

04-107804

Contractor: Baker Electric Inc.

Change Order No.

7

Architect: LPA, Inc.

Date:

May 10, 2011

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p>DESCRIPTION: Provide additional toggle switches for emergency lights</p> <p>REASON: To be able to control the lights independently from the motion sensors</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 0 calendar days</p>		\$7,371.74
2.0	<p>DESCRIPTION: Update room numbers for both fire alarm and communications systems at each classroom per CCD#24</p> <p>REASON: Reprogram numbers per college request</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 0 calendar days</p>		\$9,120.95
3.0	<p>DESCRIPTION: Cleanout debris inside conduits installed by Mepco</p> <p>REASON: Install electrical conductors to science bldg (Backcharge Mepco)</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 0 calendar days</p>		\$11,003.60
Sub-Total		\$0.00	\$27,496.29
Total			\$27,496.29

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

To:	Board of Trustees	Date: May 23, 2011
Re:	Adoption of Resolution No 11-16 – Plumbing for the Science Building (State Portion) at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On December 10, 2007, the Board of Trustees awarded a contract to J.M. Farnan Company, Inc. for Bid #1063/SCC Science Building to perform the plumbing portion of the project.

ANALYSIS:

During the course of construction certain changes to the scope of work for this contract were required in order to complete the project. The specific changes, reasons for the changes and cost impacts are noted in the attached Resolution 11-16 as well as Exhibit A.

Resolution 11-16 and Change Order #7 as outlined, increases the contract by \$4,823,12 and adds an additional 260 days to the length of the project. The cause of the contract's increase above the 10% cap was the need to have the contractor complete the final connections to the floor drains that had been covered up due to Angeles Contracting, Inc. (ACI) over pouring the concrete floor. These charges will be back-charged to ACI. The official completion date for the project is May 21, 2010 for all construction trades; therefore, each final request of the trade's contract will also include the additional days needed to reach the May 21, 2010 date for completion of the Science Building.

The revised contract amount is \$1,449,952.39. 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 10.25% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

District Construction's legal counsel recommends that the Board of Trustees adopt Resolution 11-16, J.M. Farnan Company, Inc. for Bid #1063, plumbing in the Santiago Canyon College Science Building as presented.

Fiscal Impact:	\$4,823.12	Board Date: May 23, 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	

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

**RESOLUTION FOR APPROVAL OF AWARD OF CONTRACT TO J. M. FARNAN
COMPANY, INC. FOR CERTAIN ADDITIONAL WORK AT SANTIAGO CANYON
COLLEGE SCIENCE BUILDING**

RESOLUTION NO. 11-16

WHEREAS, the Governing Board of the Rancho Santiago Community College District ("District") previously awarded a contract for construction work at Santiago Canyon College Science Building, ("Project") to J. M. Farnan Company, Inc. ("Contractor");

WHEREAS, subsequent to the award of the contract for the Project, it was determined that additional work was necessary on the Project ("Change Order") including [Chipping out the deck sleeves and floor drains that were covered with concrete] as more fully set forth in Exhibit "A";

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

WHEREAS, the total cost for the Change Order is \$4,823.12 and exceeds the limitations set forth in Public Contract Code Section 20659;

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

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

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

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

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

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

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

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

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

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

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

APPROVED, PASSED AND ADOPTED by the Governing Board of the Rancho Santiago Community College District this 23rd day of May, 2011, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

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

President of the Board of Trustees
Rancho Santiago Community College District

I, _____, Clerk of the Board of Trustees of the Rancho Santiago Community College District Governing Board, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Board of Trustees of the Rancho Santiago Community College District Governing Board at a regular meeting thereof held on the 23rd day of May, 2011, by the above described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Rancho Santiago Community College District Governing Board this _____ day of _____, 20__.

Clerk of the Board of Trustees
Rancho Santiago Community College District

EXHIBIT "A"

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

EXHIBIT A

CHANGE ORDER		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
		Bid No. 1063	P.O. # 08-P0003739
Project:	New Science Building (State Funded Portion) at Santiago Canyon College	D.S.A. No.	04-107804
Contractor:	J. M. Farnan Company, Inc.	Change Order No.	7
Architect:	LPA, Inc.	Date:	May 10, 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		\$1,315,200.00
Previous Change Orders	\$129,929.27	
This Change Order	\$4,823.12	
Total Change Orders		\$134,752.39
Revised Contract Amount		\$1,449,952.39
Previous Time Extensions	45 calendar days	
Time Extension - This Change Order	260 calendar days	
Total Time Extensions		305 calendar days
Original Completion Date		July 20, 2009
Revised Contract Completion Date		May 21, 2010
RSCCD Board Approval Date		May 23, 2011

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

CHANGE ORDER

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

Project: New Science Building (State Funded Portion) at Santiago Canyon College

Bid No. 1063

P.O. # 08-P0003739

D.S.A. No.

04-107804

Contractor: J. M. Farnan Company, Inc.

Change Order No.

7

Architect: LPA, Inc.

Date:

May 10, 2011

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p>DESCRIPTION: Chip out the deck sleeves and floor drains that were covered with concrete</p> <p>REASON: Install final connections to floor drains (Backcharge ACI)</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADD 0 calendar days</p>		\$4,823.12
Sub-Total		\$0.00	\$4,823.12
Total			\$4,823.12

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

To:	Board of Trustees	Date: May 23, 2011
Re:	Approval of Change Order #1, Bid #1137 – Masonry for the Athletic/Aquatic Complex at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board awarded a contract to Industrial Masonry, Inc. (IMI) for Bid #1137, concrete for the Athletic/Aquatic Complex at Santiago Canyon College.

ANALYSIS:

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

Change Order #1 increases the contract by \$89,464.65. Work was added to the IMI contract after Tidwell Concrete ceased business operations. This was necessary to keep the project moving forward while the surety company was pursuing a completion contractor for Tidwell. The revised contract amount is \$1,345,264.65. 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 7.12% 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 Athletic/Aquatic Complex at Santiago Canyon College as presented.

Fiscal Impact:	\$89,464.65	Board Date: May 23, 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: Aquatic & Athletic Center Project at Santiago Canyon College	Bid No. 1137	P.O. #	10-P0014611
	D.S.A. No. 04-109232		
Contractor: Industrial Masonry Inc	Change Order No. 1		
Architect: The Austin Company	Date: 5/5/11		

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		\$1,255,800.00
Previous Change Orders	\$0.00	
This Change Order	\$89,464.65	
Total Change Orders		\$89,464.65
Revised Contract Amount		\$1,345,264.65
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		February 17, 2011
Revised Contract Completion Date		
RSCCD Board Approval Date		May 23, 2011

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

CHANGE ORDER

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

Project: Aquatic & Athletic Center Project at Santiago Canyon College	Bid No. 1139	P.O. # 10-P0014611
	D.S.A. No. 04-109232	
Contractor: Industrial Masonry Inc	Change Order No. 1	
Architect: The Austin Company	Date: May 3, 2011	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Complete installation of retaining walls</p> <p><u>REASON:</u> To continue pouring the concrete retaining walls as a result of Tidwell Construction defaulting on their contract.</p> <p><u>REQUESTOR:</u> District: (The District will be reimbursed by the surety).</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$83,418.77
Sub-Total		\$0.00	\$83,418.77
Total			\$83,418.77

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**BUSINESS OPERATIONS/FISCAL SERVICES AND
Santa Ana College – Fine and Performing Arts**

To:	Board of Trustees	Date: May 23, 2011
Re:	Approval of Amendment to Lease for SAC ARTS Gallery Space at Santora Building, Santa Ana	
Action:	Request for Approval	

BACKGROUND

Santa Ana College has operated a downtown gallery for over 16 years in a leased space in the Santora building at 207 N. Broadway, Santa Ana. SAC ARTS gallery is a fully integrated part of the multi-pronged approach to art instruction provided by the art department at SAC: recruitment, access, training, successful transfer, and professional career. Students are actively involved in exhibit design, preparation, and installation. The average annual attendance at the SAC ARTS gallery is 10,000 visitors.

The current lease agreement expires on June 30, 2011.

ANALYSIS

The lease amendment reflects a 20% reduction in the monthly base rent from the current rate. The new rate is \$2000 per month in year one (July 1, 2011-12), and \$2100 per month in year two (July 1, 2012 – 13.). This agreement shall be effective for two years. Sylvia Turner, Dean of Fine and Performing Arts, has reviewed the lease amendment.

This is a gross lease which includes all costs for utilities, etc. The lessor has also agreed to remove carpet and refinish the floors.

RECOMMENDATION

It is recommended that the Board of Trustees approve this amendment to the lease agreement for the SAC ARTS gallery space at the Santora Building in Santa Ana.

Fiscal Impact:	\$24,000 (2011-12)/\$25,200 (2012-13)	Board Date: May 23, 2011
Prepared by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodriguez, Chancellor, RSCCD	



Third AMENDMENT TO LEASE
STANDARD LEASE ADDENDUM

THIS AMENDMENT TO LEASE is made and entered into as of the May 2, 2011, by and between Santora Partners LLC ("Lessor") and Rancho Santiago Community College District ("Lessee").

WHEREAS, on or about June 8 2004 a Lease was entered into by and between Lessor and Lessee relating to certain real property commonly known as: 207 N. Broadway Studio Q, Santa Ana CA (the "Premises"), and

WHEREAS, Lessor and Lessee have not previously amended said Lease, and

WHEREAS, the Lessor and Lessee now desire to amend said Lease,

NOW, THEREFORE, for payment of TEN DOLLARS and other good and valuable consideration to Lessor, the receipt and sufficiency of which is hereby acknowledged, the parties mutually agree to make the following additions and modifications to the Lease:

TERM: The Expiration Date is hereby advanced extended to June 30, 2013.

AGREED USE: The Agreed Use is hereby modified to: N/a

BASE RENT ADJUSTMENT: Monthly Base Rent shall be as follows: July 1, 2011 \$ 2,000.00 July 1, 2012 \$ 2,100.00

OTHER: Lessor will wave the 10 dollars fee, and agrees to remove the carpet and refinish the floor as agreed in LOI, 207 studio Q attached.

This Agreement shall not be construed against the party preparing it, but shall be construed as if all parties jointly prepared this Agreement and any uncertainty and ambiguity shall not be interpreted against any one party.

All other terms and conditions of this Lease shall remain unchanged and shall continue in full force and effect except as specifically amended herein.

EXECUTED as of the day and year first above written.

By Lessor: Santora Partners LLC

By Lessee: Rancho Santiago Community College District

By: Name Printed: Rod Gonzalez Title: Property Manager

By: Name Printed: Title:

By: Name Printed: Title:

By: Name Printed: Title:

NOTICE: These forms are often modified to meet changing requirements of law and industry needs. Always write or call to make sure you are utilizing the most current form: AIR Commercial Real Estate Association, 800 W 6th Street, Suite 800, Los Angeles, CA 90017. Telephone No.: (213) 687-8777. Fax No.: (213) 687-8616.

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-BP000253	1,302,900.00	GUY YOCOM CONSTRUCTION INC	Buildings - Contracted Svcs	SP	BOND	4/26/2011
11-BP000254	924,150.00	GUY YOCOM CONSTRUCTION INC	Buildings - Contracted Svcs	SP	BOND	4/26/2011
11-BP000255	15,150.00	GUY YOCOM CONSTRUCTION INC	Buildings - Contracted Svcs	SP	BOND	4/26/2011
11-BP000256	186,850.00	GUY YOCOM CONSTRUCTION INC	Buildings - Contracted Svcs	SP	BOND	4/26/2011
11-BP000257	307,950.00	GUY YOCOM CONSTRUCTION INC	Buildings - Contracted Svcs	SP	BOND	4/26/2011
11-P0018620	137.34	NKC ELECTRONICS INC	Instructional Supplies	SP		4/11/2011
11-P0018621	1,914.00	WESTED	Conference Expenses	SP		4/11/2011
11-P0018622	632.82	XPEDX PAPER CO	Instructional Supplies	SP		4/11/2011
11-P0018623	396.39	MCMAHAN BUSINESS INTERIORS	Equip/Software - >\$200 <\$1,000	SP		4/11/2011
11-P0018624	195.00	CACCRAO CALIF ASSOC OF COMMUNITY	Conference Expenses			4/11/2011
11-P0018625	193.50	LEIGH A. UNGER	Conference Expenses			4/11/2011
11-P0018626	7,200.00	WESTED	Conference Expenses	SP		4/11/2011
11-P0018627	13,200.00	WESTED	Conference Expenses	SP		4/11/2011
11-P0018628	2,000.00	OFFICE DEPOT BUSINESS SVCS	Supplies Paid for Students	SP		4/11/2011
11-P0018629	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/11/2011
11-P0018630	60.36	GERARDO VEGA	Repair & Replacement Parts			4/11/2011
11-P0018631	1,588.35	KELLY PAPER	Non-Instructional Supplies			4/12/2011
* 11-P0018632	388.45	MCGRAW HILL CONTEMPORARY	Instructional Supplies	SP		4/12/2011
11-P0018633	1,976.75	XPEDX PAPER CO	Non-Instructional Supplies			4/12/2011
11-P0018634	35.00	OCSBA ORANGE CO SCHOOL BOARD ASSOC	Conference Expenses			4/12/2011
11-P0018635	500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/12/2011
11-P0018636	4,000.00	THOMAS M. POYER ENTERPRISES, INC	Reproduction/Printing Expenses	SP		4/12/2011
11-P0018637	976.77	CENGAGE LEARNING/ EDUC. TO GO	Books, Mags & Ref Mat, Non-Lib	SP		4/12/2011
11-P0018638	1,683.22	MCMAHAN BUSINESS INTERIORS	Equipment - All Other > \$1,000	SP		4/12/2011
11-P0018641	1,000.00	POSTMASTER	Postage			4/12/2011
11-P0018643	23,078.00	DON BOOKSTORE	Books Paid for Students	SP		4/12/2011
11-P0018646	179.44	WE DO GRAPHICS INC	Reproduction/Printing Expenses			4/13/2011
11-P0018647	559.88	OAK HALL INDUSTRIES LP	Non-Instructional Supplies	SP		4/13/2011
11-P0018648	473.94	EZ UP DIRECT COM	Repair & Replacement Parts			4/13/2011
11-P0018649	1,991.77	BARNES & NOBLE INC	Instructional Supplies	SP		4/13/2011
11-P0018650	250.00	ALBERTSON'S	Food and Food Service Supplies	SP		4/13/2011
11-P0018651	500.00	SMART & FINAL	Food and Food Service Supplies	SP		4/13/2011
11-P0018652	600.30	THE PIN DEPOT NETWORK LLC	Non-Instructional Supplies	SP		4/13/2011
11-P0018653	292.54	HOME DEPOT	Non-Instructional Supplies			4/13/2011
11-P0018655	6,811.25	ORANGE COAST PLUMBING INC	Contracted Repair Services	SP		4/13/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

5.11 (1)

No. 5.11

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018656	117.44	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/13/2011
11-P0018657	578.61	PLAYERS CHOICE	Awards & Incentives	SP		4/13/2011
11-P0018658	1,258.24	DELL COMPUTER	Equipment - All Other > \$1,000	SP		4/13/2011
* 11-P0018659	1,501.78	BAILEIGH INDUSTRIAL INC	Equipment - Federal Progs >200	SP		4/13/2011
11-P0018660	673.14	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		4/13/2011
11-P0018661	558.37	FITNESS REPAIR SHOP	Contracted Repair Services			4/13/2011
* 11-P0018662	1,071.68	TEQUIPMENT.NET/TOUCHBOARDS.COM/	Instructional Supplies	SP		4/13/2011
11-P0018663	1,197.12	DELL COMPUTER	Equipment - All Other > \$1,000	SP		4/13/2011
11-P0018664	1,344.00	ORANGE COUNTY REGISTER	Buildings - Legal Expenses			4/13/2011
* 11-P0018665	885.50	FACTS ON FILE	Instructional Supplies	SP		4/13/2011
11-P0018666	151.32	FACTS ON FILE	Books, Mags & Ref Mat, Non-Lib	SP		4/13/2011
11-P0018667	1,258.15	DELL COMPUTER	Equipment - All Other > \$1,000	SP		4/13/2011
11-P0018668	496.38	PASCO SCIENTIFIC	Instructional Supplies	SP		4/13/2011
11-P0018669	444.31	FRANKLIN AIR CONDITIONING	Contracted Repair Services			4/13/2011
11-P0018670	461.04	ANNENBERG CPB MULTI MEDIA	Instructional Supplies	SP		4/13/2011
11-P0018671	1,258.24	DELL COMPUTER	Equipment - All Other > \$1,000	SP		4/13/2011
11-P0018672	99.17	BEST BUY	Instructional Supplies	SP		4/13/2011
11-P0018673	117.66	CAMBRIDGE UNIV PRESS	Books, Mags & Ref Mat, Non-Lib	SP		4/13/2011
11-P0018674	14,079.40	NEWPORT MEDICAL INSTRUMENTS INC	Equipment - Federal Progs >200	SP		4/13/2011
11-P0018675	1,258.24	DELL COMPUTER	Equipment - All Other > \$1,000	SP		4/13/2011
11-P0018676	330.00	WESTED	Conference Expenses	SP		4/13/2011
11-P0018677	1,621.15	BRITE VISUAL PRODUCTS INC.	Equipment - Federal Progs >200	SP		4/13/2011
* 11-P0018678	2,573.37	GOLD COAST TOURS	Transportation - Student	SP		4/13/2011
11-P0018679	612.77	GOLDEN OWL PUBLISHING CO INC.	Instructional Supplies	SP		4/13/2011
11-P0018680	200.00	CITY OF ORANGE	Rental - Facility (Short-term)	SP		4/13/2011
11-P0018681	95.00	FITNESS REPAIR SHOP	Contracted Repair Services			4/13/2011
11-P0018682	2,604.93	GOLD COAST TOURS	Other Participant Travel Exp	SP		4/13/2011
11-P0018683	779.43	DELL COMPUTER	Equipment - Federal Progs >200	SP		4/13/2011
11-P0018684	11,740.00	KOURY ENGINEERING & TESTING INC	Buildings - Engineering Costs	SP	BOND	4/13/2011
11-P0018685	1,500.00	BEARD, PROVENCHER & ASSOCIATES, INC	Buildings - Engineering Costs	SP	BOND	4/13/2011
11-P0018686	420.00	ANGELS BASEBALL LP	Fees Paid for Students	SP		4/13/2011
11-P0018687	274.30	MCMAHAN BUSINESS INTERIORS	Equip/Software - >\$200 <\$1,000	SP		4/13/2011
11-P0018688	575.64	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		4/13/2011
11-P0018689	1,045.43	SLUSSER TOBY	Contracted Repair Services			4/13/2011
11-P0018690	390.00	HOFFMAN SOUTHWEST CORP	Contracted Repair Services			4/13/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018691	570.94	ERIC CAMPUZANO	Instructional Supplies	SP		4/13/2011
11-P0018692	2,000.00	DON BOOKSTORE	Instructional Supplies	SP		4/13/2011
11-P0018693	125.00	STATE OF CALIF	Other Licenses & Fees			4/13/2011
11-P0018694	8,630.75	ORANGE COAST PLUMBING INC	Buildings - Contracted Svcs	SP		4/13/2011
11-P0018695	567.60	SOFTWARE EXPRESS INC	Instructional Software	SP		4/13/2011
11-P0018696	22,228.84	KNORR SYSTEMS INC	Equipment - All Other > \$1,000	SP		4/13/2011
11-P0018697	126.15	TROXELL COMM INC	Repair & Replacement Parts			4/13/2011
11-P0018698	454.56	A & W ELECTRIC MOTORS INC	Repair & Replacement Parts			4/13/2011
11-P0018699	50.72	LINDA S. SOUTHWELL	Instructional Supplies			4/13/2011
11-P0018700	3,000.00	CITY OF FULLERTON	Instructional Agrmt - Salary			4/13/2011
11-P0018701	951.20	SLUSSER TOBY	Contracted Repair Services			4/13/2011
11-P0018702	11,120.00	KOURY ENGINEERING & TESTING INC	Buildings - Engineering Costs	SP	BOND	4/13/2011
* 11-P0018703	750.40	CITY OF LA VERNE	Instructional Agrmt - Salary			4/13/2011
* 11-P0018704	2,441.40	SAN BERNARDINO COUNTY	Instructional Agrmt - Salary			4/13/2011
11-P0018705	3,360.00	TROPICAL PLAZA NURSERY	Contracted Repair Services			4/14/2011
11-P0018706	1,275.00	HOFFMAN SOUTHWEST CORP	Contracted Repair Services			4/14/2011
11-P0018707	960.68	WARD'S NATURAL SCIENCE	Instructional Supplies	SP		4/14/2011
11-P0018708	3,661.44	CARDIAC SCIENCE	Equipment - All Other > \$1,000			4/14/2011
11-P0018709	6,000.00	DON BOOKSTORE	Supplies Paid for Students	SP		4/14/2011
11-P0018710	7,719.39	WITLOCK RICHARD DAVID	Equipment - Federal Progs >200	SP		4/14/2011
11-P0018711	1,500.00	AMERICAN REPROGRAPHICS CO LLC	Buildings - Blueprint/Reprod	SP		4/14/2011
11-P0018712	2,600.00	CHEVRON	Gasoline			4/14/2011
11-P0018713	2,475.00	NEW HORIZONS	Conference Expenses			4/18/2011
11-P0018714	1,495.00	HS UNIVERSITY	Conference Expenses	SP		4/18/2011
11-P0018715	644.00	BOND RESORTS/STAYBRIDGE SUITES	Conference Expenses	SP		4/18/2011
11-P0018717	5,987.00	CONTROL AIR CONDITIONING CORP	Contracted Services			4/19/2011
* 11-P0018718	321.79	BARNES & NOBLE INC	Non-Instructional Supplies			4/19/2011
11-P0018719	2,787.93	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/19/2011
11-P0018720	171.90	AMERICAN REGISTRY, LLC	Non-Instructional Supplies			4/19/2011
11-P0018721	1,132.21	DELL COMPUTER	Equipment - All Other > \$1,000			4/19/2011
* 11-P0018722	68,141.76	APPLE COMPUTER INC	Equipment - All Other > \$1,000	SP		4/19/2011
11-P0018723	28,457.25	DELL COMPUTER	Equipment - Federal Progs >200	SP		4/19/2011
11-P0018724	939.25	SEHI COMPUTER PRODUCTS	Equip/Software - >\$200 <\$1,000			4/19/2011
11-P0018725	502.11	SODEXHO	Food and Food Service Supplies	SP		4/19/2011
11-P0018726	167.03	CAPITOL ENQUIRY	Non-Instructional Supplies			4/19/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

5.11(3)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018727	85.00	CAPITOL ENQUIRY	Books, Mags & Ref Mat, Non-Lib			4/19/2011
11-P0018728	565.00	APPIC ASSOC OF PSYCHOLOGICAL	Inst Dues & Memberships	SP		4/19/2011
11-P0018729	24.70	NEWARK CORP	Instructional Supplies	SP		4/19/2011
11-P0018731	567.60	SOFWARE EXPRESS INC	Instructional Software	SP		4/19/2011
11-P0018732	750.00	SMART & FINAL	Food and Food Service Supplies	SP		4/19/2011
11-P0018733	20,276.14	DELL COMPUTER	Equipment - Federal Progs >200	SP		4/19/2011
11-P0018734	2,182.94	Q-MATIC CORP	Non-Instructional Supplies	SP		4/19/2011
11-P0018735	1,678.37	DELL COMPUTER	Equipment - Federal Progs >200	SP		4/19/2011
* 11-P0018736	4,397.85	HEWLETT PACKARD CO	Equip/Software - >\$200 <\$1,000	SP		4/19/2011
11-P0018737	125.00	NATURAL HISTORY MUSEUM OF LOS ANGELES	Fees Paid for Students	SP		4/19/2011
* 11-P0018738	2,491.55	APPLE COMPUTER INC	Equipment - Federal Progs >200	SP		4/19/2011
11-P0018739	2,628.93	ACADEMIC SUPERSTORE	Equip/Software - >\$200 <\$1,000			4/19/2011
11-P0018740	172.00	CHRONICLE GUIDANCE	Internet Services	SP		4/19/2011
* 11-P0018741	783.75	EASY, THE ESL SERIES	Books, Mags & Ref Mat, Non-Lib	SP		4/19/2011
* 11-P0018742	16,119.47	MCMAHAN BUSINESS INTERIORS	Non-Instructional Supplies	SP		4/19/2011
* 11-P0018743	1,306.29	OFFICE DEPOT BUSINESS SVCS	Equipment - All Other > \$1,000	SP		4/19/2011
11-P0018744	45.00	LASERGLOW.COM LTD	Equip/Software - >\$200 <\$1,000	SP	BOND	4/19/2011
11-P0018745	478.50	KULI IMAGE INCYKUSTOM IMPRINTS	Non-Instructional Supplies	SP		4/19/2011
11-P0018746	1,950.00	ASHP AMERICAN SOCIETY OF HOSPITAL	Other Licenses & Fees			4/19/2011
11-P0018747	2,758.31	APPLE COMPUTER INC	Equip/Software - >\$200 <\$1,000			4/19/2011
11-P0018748	2,121.12	MEDCOM TRAINEX	Instructional Supplies	SP		4/20/2011
11-P0018749	1,343.28	MCMAHAN BUSINESS INTERIORS	Equip/Software - >\$200 <\$1,000			4/20/2011
* 11-P0018750	2,152.23	APPLE COMPUTER INC	Instructional Supplies	SP		4/20/2011
11-P0018751	387.99	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/20/2011
* 11-P0018752	1,138.35	CDW GOVERNMENT INC.	Instructional Supplies	SP		4/20/2011
11-P0018753	756.90	DON BOOKSTORE	Non-Instructional Supplies	SP		4/20/2011
11-P0018754	1,400.00	MATERIAL HANDLING SUPPLY INC	Contracted Repair Services			4/20/2011
11-P0018755	2,000.00	RSD REFRIGERATION SUPPLIES	Repair & Replacement Parts			4/20/2011
11-P0018756	126.15	TROXELL COMM INC	Instructional Supplies			4/20/2011
11-P0018757	84.56	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies			4/20/2011
11-P0018758	200.00	CANDELA CORP	Non-Instructional Supplies			4/20/2011
11-P0018759	2,796.00	QUICKSTART INTELLIGENCE	Conference Expenses			4/20/2011
11-P0018760	373.02	BLUE RIBBON TROPHY CO	Non-Instructional Supplies	SP		4/20/2011
11-P0018761	491.36	HOUGHTON MIFFLIN HARCOURT PUBL	Books, Mags & Ref Mat, Non-Lib	SP		4/20/2011
11-P0018762	64.13	VWR INTERNATIONAL, LLC	Instructional Supplies	SP		4/20/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

5.11 (4)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
* 11-P0018763	491.16	PEARSON ED	Instructional Supplies	SP		4/20/2011
11-P0018764	1,043.13	SMOLEN LISA	Equipment - Software > \$1,000	SP		4/20/2011
11-P0018766	1,308.25	MCGRAW HILL CONTEMPORARY	Books, Mags & Ref Mat, Non-Lib	SP		4/20/2011
11-P0018767	1,201.94	CAMBRIDGE UNIV PRESS	Books, Mags & Ref Mat, Non-Lib	SP		4/20/2011
11-P0018768	105.69	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/20/2011
11-P0018769	5,871.52	OFFICE DEPOT BUSINESS SVCS	Equipment - Federal Progs >200	SP		4/20/2011
11-P0018770	300.00	BLUE RIBBON TROPHY CO	Awards & Incentives	SP		4/20/2011
11-P0018771	64.73	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		4/20/2011
11-P0018772	593.74	GUITAR CENTER STORES, INC.	Equip/Software - >\$200 <\$1,000	SP		4/20/2011
11-P0018773	247.94	IMAGE PRINTING SOLUTIONS	Non-Instructional Supplies	SP		4/20/2011
11-P0018774	100.00	CALIF OCCUPATIONAL THERAPY FIE	Inst Dues & Memberships			4/20/2011
* 11-P0018775	459.00	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		4/20/2011
* 11-P0018776	3,645.31	TROXELL COMM INC	Instructional Supplies	SP		4/21/2011
11-P0018777	4,660.00	1 800 DIAPERS INC	Non-Instructional Supplies	SP		4/21/2011
11-P0018778	1,000.00	AMMEX	Non-Instructional Supplies	SP		4/21/2011
11-P0018779	115.12	YOUNG PS ACQUISITIONS, LLC	Instructional Supplies	SP		4/21/2011
11-P0018780	6,230.50	ACS AFFILIATED COMPUTER SERV.	Contracted Services			4/21/2011
11-P0018781	1,060.31	MARTINEZ BOOKS AND ART GALLERY	Books Paid for Students	SP		4/22/2011
11-P0018782	24,990.00	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP	BOND	4/22/2011
11-P0018783	1,165.08	CRESTLINE CO INC	Non-Instructional Supplies	SP		4/22/2011
11-P0018784	486.84	SPECTRUM CHEMICALS & LABORATORY PRODUCTS	Instructional Supplies	SP		4/22/2011
11-P0018785	139.58	FITNESS REPAIR SHOP	Contracted Repair Services			4/22/2011
11-P0018786	893.00	PYRO-COMM SYSTEMS INC	Contracted Repair Services			4/22/2011
11-P0018787	498.62	HOFFMAN SOUTHWEST CORP	Contracted Repair Services			4/22/2011
11-P0018788	1,235.00	HIGH RISE GLASS & DOORS INC	Contracted Repair Services			4/22/2011
* 11-P0018789	5,718.41	GOENGINEER	Software License and Fees	SP		4/22/2011
11-P0018790	1,465.00	VICENTI LLOYD STUTZMAN	Audit	SP		4/22/2011
11-P0018791	174.00	UNITED PARCEL SVC	Courier/Delivery Services			4/22/2011
11-P0018792	1,080.00	TROPICAL PLAZA NURSERY	Contracted Repair Services			4/22/2011
11-P0018793	707.31	FRANKLIN AIR CONDITIONING	Contracted Repair Services			4/22/2011
11-P0018794	3,600.00	CALIF GEOLOGICAL SURVEY	Buildings - Engineering Costs	SP	BOND	4/22/2011
11-P0018795	14,500.00	LTI LUZURIAGA TAYLOR INC	Buildings - Engineering Costs	SP	BOND	4/25/2011
11-P0018796	255,684.00	RELIANT TESTING ENGINEERS	Buildings - Construction Tests	SP	BOND	4/25/2011
11-P0018797	1,392.00	ORANGE COUNTY REGISTER	Buildings - Legal Expenses	SP	BOND	4/25/2011
11-P0018798	25,600.00	NINYO & MOORE	Buildings - Engineering Costs	SP	BOND	4/25/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

5.11 (5)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018799	5,886.20	ORANGE COAST PLUMBING INC	Contracted Repair Services	SP		4/25/2011
11-P0018800	6,000.00	DATATEL INC	Contracted Services	SP		4/25/2011
11-P0018801	1,660.47	D4 SOLUTIONS INC.	Contracted Services	SP		4/25/2011
11-P0018802	6,355.00	OWENS STEVE	Buildings - Contracted Svcs	SP	BOND	4/25/2011
11-P0018803	130,632.00	RELIANT TESTING ENGINEERS	Buildings - Construction Tests	SP	BOND	4/25/2011
11-P0018804	2,650.00	COMPUTERLAND OF SILICON VALLEY	Software Support Service			4/25/2011
11-P0018805	1,175.00	COMPUTERLAND OF SILICON VALLEY	Software Support Service			4/25/2011
11-P0018806	54.00	AMERICAN EXPRESS	Conference Expenses			4/25/2011
11-P0018807	957.15	1-WORLD GLOBES & MAPS	Instructional Supplies	SP		4/25/2011
11-P0018808	496.23	BARNES & NOBLE INC	Instructional Supplies	SP		4/25/2011
11-P0018809	421.87	DISCOUNT SCHOOL SUPPLIES	Instructional Supplies	SP		4/25/2011
11-P0018810	325.89	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		4/26/2011
11-P0018811	268.79	GOLD COAST TOURS	Transportation - Student	SP		4/26/2011
11-P0018812	2,115.00	DEPT OF SOCIAL SERVICES	Other Licenses & Fees	SP		4/26/2011
11-P0018813	200.00	ORANGE UNIFIED SCHOOL DISTRICT	Transportation - Student	SP		4/26/2011
11-P0018814	300.00	BREA OLINDA HIGH SCHOOL	Transportation - Student	SP		4/26/2011
11-P0018815	4,741.84	DELL COMPUTER	Equipment - Federal Progs >200	SP		4/26/2011
11-P0018816	1,013.10	RELATED VISUAL INC	Instructional Supplies	SP		4/26/2011
11-P0018817	230.94	BEST BUY	Instructional Supplies	SP		4/26/2011
11-P0018818	582.68	RYDIN DECAL	Non-Instructional Supplies	SP		4/26/2011
11-P0018819	1,440.00	EL POLLO NORTENO	Food and Food Service Supplies	SP		4/26/2011
11-P0018820	449.83	COMPUTERLAND OF SILICON VALLEY	Equip/Software - >\$200 <\$1,000	SP		4/26/2011
11-P0018821	3,800.28	DELL COMPUTER	Equipment - Federal Progs >200	SP		4/26/2011
11-P0018822	18.16	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		4/26/2011
* 11-P0018823	33,368.97	DELL COMPUTER	Equipment - Federal Progs >200	SP		4/26/2011
11-P0018824	8,436.31	CDW GOVERNMENT INC.	Equip/Software - >\$200 <\$1,000	SP		4/26/2011
11-P0018825	242,000.00	MILLER ENVIRONMENTAL INC	Buildings - Contracted Svcs	SP	BOND	4/26/2011
11-P0018826	4,000.00	DURHAM SCHOOL SERVICES	Transportation - Student	SP		4/26/2011
11-P0018827	4,635.24	HEWLETT PACKARD CO	Equipment - Federal Progs >200	SP		4/26/2011
11-P0018828	7,932.33	GOVPLACE	Equipment - Federal Progs >200	SP		4/26/2011
11-P0018829	560.00	PACIFIC COACHWAYS CHARTER	Transportation - Student	SP		4/26/2011
11-P0018830	450.00	PACIFIC COACHWAYS CHARTER	Transportation - Student	SP		4/26/2011
11-P0018831	353.44	THE PIN MAN	Non-Instructional Supplies	SP		4/26/2011
* 11-P0018832	3,332.69	4 IMPRINT	Non-Instructional Supplies	SP		4/26/2011
11-P0018833	2,049.95	THE PIN MAN	Non-Instructional Supplies	SP		4/26/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018834	318.65	MILLER REBECCA CLARICE	Food and Food Service Supplies	SP		4/26/2011
11-P0018835	38.70	NCHEMS PUB	Books, Mags & Ref Mat, Non-Lib	SP		4/26/2011
11-P0018836	1,853.36	SCHOOL SPECIALTY CHILDCRAFT	Equipment - All Other > \$1,000	SP		4/26/2011
11-P0018838	111.12	PLAYERS CHOICE	Non-Instructional Supplies	SP		4/26/2011
11-P0018839	4,303.78	WOODRIDGE PRESS INC	Class Schedules/Printing	SP		4/26/2011
11-P0018840	397.19	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		4/26/2011
11-P0018841	5,767.97	WOODRIDGE PRESS INC	Class Schedules/Printing	SP		4/26/2011
11-P0018842	913.50	ROSE BRAND WIPERS	Non-Instructional Supplies			4/26/2011
11-P0018843	635.25	SEHI COMPUTER PRODUCTS	Equipment - Federal Progs >200	SP		4/26/2011
11-P0018844	533.26	REGENCY LIGHTING	Repair & Replacement Parts			4/26/2011
11-P0018845	158.00	STANLEY ACCESS INC	Contracted Repair Services			4/26/2011
11-P0018846	5,000.00	AMERICAN CHEMICAL & SANITARY	Non-Instructional Supplies			4/27/2011
11-P0018847	3,000.00	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			4/27/2011
11-P0018848	369.76	GALE GROUP	Library Books			4/27/2011
11-P0018850	95.00	DON BOOKSTORE	Other Exp Paid for Students	SP		4/27/2011
11-P0018851	140.00	PHILLIP G THORNTON	Repair & Replacement Parts			4/27/2011
11-P0018852	1,000.00	ROMELIA MADRIGAL	Supplies Paid for Students	SP		4/27/2011
11-P0018853	3,255.00	ROMELIA MADRIGAL	Other Participant Travel Exp	SP		4/27/2011
11-P0018854	360.00	ROMELIA MADRIGAL	Conference Expenses	SP		4/27/2011
11-P0018855	727.00	MANCHESTER HOTEL	Conference Expenses	SP		4/27/2011
11-P0018856	1,649.00	MANCHESTER HOTEL	Other Participant Travel Exp	SP		4/27/2011
11-P0018857	715.84	CTB MCGRAW HILL	Books, Mags & Ref Mat, Non-Lib	SP		4/27/2011
11-P0018858	375.00	MARTHA C. VARGAS	Other Participant Travel Exp	SP		4/27/2011
11-P0018859	169.40	LAURIE A. WOLFSANDOVAL	Conference Expenses	SP		4/27/2011
11-P0018860	290,136.00	TYR INC	Buildings - Construction Tests	SP	BOND	4/27/2011
11-P0018861	200.00	ORANGE COUNTY DEPT OF ED	Conference Expenses	SP		4/27/2011
11-P0018862	77,528.00	TYR INC	Buildings - Construction Tests	SP	BOND	4/27/2011
11-P0018863	200.00	ORANGE COUNTY DEPT OF ED	Conference Expenses	SP		4/27/2011
11-P0018864	182,336.00	TYR INC	Buildings - Construction Tests	SP	BOND	4/27/2011
11-P0018865	304.40	FELIX V. PANGANIBAN	Conference Expenses	SP		4/27/2011
11-P0018866	275.00	MARTHA C. VARGAS	Conference Expenses	SP		4/27/2011
11-P0018867	723.00	STATE OF CALIFORNIA	Fingerprinting			4/27/2011
11-P0018868	28,117.32	COMPUTERLAND OF SILICON VALLEY	Software License and Fees			4/27/2011
11-P0018869	147,800.00	PLANNET CONSULTING LLC	Contracted Services			4/28/2011
* 11-P0018870	951.56	APPLE COMPUTER INC	Equip/Software - >\$200 <\$1,000	SP		4/28/2011

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018871	49,000.00	ROSE & TUCK	Contracted Services			4/28/2011
11-P0018872	2,222.91	CCS PRESENTATION SYSTEMS	Equipment - Federal Progs >200	SP		4/28/2011
11-P0018873	2,253.89	CENGAGE LEARNING/ EDUC. TO GO	Books, Mags & Ref Mat, Non-Lib	SP		4/28/2011
11-P0018874	5,839.88	CUSTOMIZED SUPPORT SVCS INC	Non-Instructional Supplies			4/28/2011
11-P0018875	3,230.87	CENGAGE LEARNING/ EDUC. TO GO	Books, Mags & Ref Mat, Non-Lib	SP		4/28/2011
11-P0018876	1,000.00	MOMS ORANGE COUNTY	District Business/Sponsorships	SP		4/28/2011
11-P0018877	42,500.00	DATATEL INC	Software License and Fees			4/28/2011
11-P0018878	7,162.29	XPEDX PAPER CO	Instructional Supplies			4/28/2011
11-P0018879	25,652.00	COMPUTERLAND OF SILICON VALLEY	Software License and Fees			4/28/2011
11-P0018880	7,290.00	NTH GENERATION COMPUTING INC	Contracted Services			4/28/2011
11-P0018881	5,242.30	FIRST UNITED METHODIST CHURCH	Rental - Facility (Short-term)	SP		4/28/2011
11-P0018882	784.00	THE SALVATION ARMY SO CALIF	Rental - Facility (Short-term)	SP		4/28/2011
11-P0018883	59,678.50	SANTA ANA UNIFIED SCHOOL DIST	Rental - Facility (Short-term)	SP		4/28/2011
11-P0018884	12,730.55	EL SOL SCIENCE & ART'S	Rental - Facility (Short-term)	SP		4/28/2011
11-P0018885	2,907.00	MARTINEZ BOOKS AND ART GALLERY	Rental - Facility (Short-term)	SP		4/28/2011
11-P0018886	703.50	OC CHILDREN'S THERAPUTIC ART CTR	Rental - Facility (Short-term)	SP		4/28/2011
* 11-P0018887	7,888.92	ADVANCED WEB OFFSET INC	Class Schedules/Printing	SP		4/28/2011
11-P0018888	148.29	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		4/28/2011
11-P0018889	8,000.00	UNISOURCE PAPER CO	Non-Instructional Supplies			4/28/2011
11-P0018890	241.10	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/28/2011
11-P0018891	500.00	SMART & FINAL	Food and Food Service Supplies	SP		4/28/2011
11-P0018892	23,429.03	MIRACLE PLAYGROUND SALES	Site Improvements	SP		4/28/2011
11-P0018893	2,444.34	DELL COMPUTER	Equipment - Federal Progs >200	SP		4/28/2011
11-P0018894	704.92	XEROX CORP	Non-Instructional Supplies			4/28/2011
11-P0018895	1,463.39	D4 SOLUTIONS INC.	Contracted Repair Services			4/28/2011
11-P0018896	385.50	FRANKLIN AIR CONDITIONING	Contracted Repair Services			4/28/2011
11-P0018897	455.50	PYRO-COMM SYSTEMS INC	Contracted Repair Services			4/28/2011
11-P0018898	300.00	TROPICAL PLAZA NURSERY	Contracted Repair Services			4/28/2011
11-P0018899	1,436.10	COAST SIGN INC	Contracted Repair Services			4/29/2011
11-P0018900	3,066.30	CA-NV SECTION, AWWA	Contracted Services	SP		4/29/2011
11-P0018901	593.21	EDMUND SCIENTIFICS	Instructional Supplies	SP		5/2/2011
* 11-P0018902	2,712.20	DELL COMPUTER	Equipment - Federal Progs >200	SP		5/2/2011
11-P0018903	144.00	ACT	Non-Instructional Supplies	SP		5/2/2011
11-P0018905	397.13	JAY'S CATERING	Food and Food Service Supplies	SP		5/2/2011
11-P0018906	866.47	ORANGE TREE DELI & CATERING	Food and Food Service Supplies	SP		5/2/2011

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5.11 (8)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018907	142.44	KELVIN COM	Non-Instructional Supplies	SP		5/2/2011
11-P0018908	54.38	BLUE RIBBON TROPHY CO	Non-Instructional Supplies	SP		5/2/2011
11-P0018909	400.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/2/2011
11-P0018910	182.25	DON BOOKSTORE	Non-Instructional Supplies	SP		5/2/2011
11-P0018912	2,369.13	MCPAHAN BUSINESS INTERIORS	Equip/Software - >\$200 <\$1,000	SP		5/3/2011
11-P0018914	700.00	CONSOLIDATED REPROGRAPHICS	Buildings - Blueprint/Reprod			5/3/2011
11-P0018915	1,700.00	GALEANA INC	Food and Food Service Supplies	SP		5/3/2011
* 11-P0018916	4,150.75	APPERSON PRINT MGMT SVCS	Instructional Supplies	SP		5/3/2011
11-P0018917	8,456.15	DELL COMPUTER	Equipment - Technology >\$1,000	SP		5/3/2011
11-P0018918	31.54	APPLE COMPUTER INC	Instructional Software	SP		5/3/2011
11-P0018919	4,414.56	QUARK INC	Equip/Software - >\$200 <\$1,000	SP		5/3/2011
* 11-P0018920	1,934.34	JAY'S CATERING	Food and Food Service Supplies	SP		5/3/2011
11-P0018921	3,449.23	CDW GOVERNMENT INC.	Equipment - Federal Progs >200	SP		5/3/2011
* 11-P0018922	2,500.00	MACIAS VICTOR A	Contracted Services	SP		5/3/2011
* 11-P0018923	10,600.00	ON COURSE INC.	Contracted Services	SP		5/3/2011
* 11-P0018924	1,000.00	CALDERON DAVID	Contracted Services	SP		5/3/2011
11-P0018925	800.00	ALBERTSON'S	Food and Food Service Supplies	SP		5/4/2011
11-P0018926	228.38	TRAFFIC MANAGEMENT INC.	Non-Instructional Supplies	SP		5/4/2011
11-P0018927	192.91	THE MARKERBOARD PEOPLE	Instructional Supplies	SP		5/4/2011
11-P0018928	66.47	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/4/2011
11-P0018929	5,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/4/2011
11-P0018930	414.52	THE MARKERBOARD PEOPLE	Instructional Supplies	SP		5/4/2011
11-P0018931	339.30	MCPAHAN BUSINESS INTERIORS	Equip/Software - >\$200 <\$1,000	SP		5/4/2011
11-P0018932	1,813.19	XPEDX PAPER CO	Non-Instructional Supplies			5/4/2011
11-P0018933	300.00	DUNKEL THOMAS A	Contracted Services	SP		5/4/2011
11-P0018934	2,112.00	ACADEMY ELECTRIC INC	Contracted Services			5/4/2011
11-P0018935	295.80	PYRO-COMM SYSTEMS INC	Contracted Repair Services			5/4/2011
11-P0018936	1,132.53	DELL COMPUTER	Equipment - All Other > \$1,000			5/4/2011
11-P0018937	2,205.00	LUX BUS AMERICA	Transportation - Student	SP		5/4/2011
11-P0018938	229.49	CORNER BAKERY/CBC RESTAURANT	Food and Food Service Supplies			5/4/2011
11-P0018939	14,837.00	ACCJC ACCREDITING COMMISSION	Inst Dues & Memberships			5/4/2011
11-P0018940	171.17	IDENTIFICATION PRODUCTS MFG. CO.	Instructional Supplies			5/4/2011
11-P0018941	525.78	DELL COMPUTER	Equip/Software - >\$200 <\$1,000			5/4/2011
11-P0018942	6,439.00	DON BOOKSTORE	Other Exp Paid for Students	SP		5/4/2011
11-P0018943	150.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/4/2011

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018944	130.50	PORTACRAFT INC	Repair & Replacement Parts			5/4/2011
* 11-P0018945	538.47	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		5/4/2011
11-P0018946	71.85	TROPICAL PLAZA NURSERY	Contracted Repair Services			5/4/2011
11-P0018947	1,164.93	XEROX CORP	Instructional Supplies			5/4/2011
11-P0018948	3,259.88	WESTERN POWER SYSTEMS	Contracted Repair Services			5/4/2011
11-P0018949	2,800.00	JOB ELEPHANT COM INC	Personnel Recruiting	SP		5/4/2011
11-P0018950	3,300.00	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	5/4/2011
11-P0018951	491.00	STATE WATER RESOURCES	Buildings - DSA Fees	SP	BOND	5/4/2011
11-P0018952	1,052.12	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	5/4/2011
* 11-P0018953	614.98	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		5/4/2011
11-P0018954	250.00	TYR INC	Buildings - Construction Tests	SP	BOND	5/4/2011
11-P0018955	123,760.00	BERNARDS BROS INC	Buildings - Construction Mgmt	SP	BOND	5/4/2011
11-P0018956	26,900.00	THE AUSTIN COMPANY	Buildings - Architects Fee	SP	BOND	5/4/2011
11-P0018957	712.50	CAPP ASSOCIATES INC	Non-Instructional Supplies	SP		5/4/2011
11-P0018958	945.00	PACIFIC COACHWAYS CHARTER	Transportation - Student	SP		5/4/2011
* 11-P0018959	400.63	BEST BUY	Instructional Supplies	SP		5/4/2011
11-P0018960	807.14	HACIENDA	Food and Food Service Supplies	SP		5/4/2011
11-P0018961	228.85	ACCT ASSOC OF COMMUNITY	Conference Expenses			5/4/2011
11-P0018962	780.00	ACCT ASSOC OF COMMUNITY	Conference Expenses			5/4/2011
11-P0018963	500.00	ROSA HARRIZON	Conference Expenses	SP		5/5/2011
11-P0018964	275.00	LILIA M. TANAKEYOWMA	Conference Expenses	SP		5/5/2011
11-P0018965	366.43	MIDWEST LIBRARY SVC	Library Books			5/5/2011
11-P0018966	230.99	GALE GROUP	Library Books	SP		5/5/2011
11-P0018967	1,045.00	PACIFIC COACHWAYS CHARTER	Transportation - Student	SP		5/5/2011
11-P0018968	1,517.00	CONTROL AIR CONDITIONING CORP	Contracted Repair Services			5/5/2011
11-P0018969	500.00	ROMELIA MADRIGAL	Supplies Paid for Students	SP		5/5/2011
11-P0018970	500.00	ROMELIA MADRIGAL	Fees Paid for Students	SP		5/5/2011
11-P0018971	800.00	OMELINA V. GARCIA	Food and Food Service Supplies	SP		5/5/2011
11-P0018972	1,300.00	AMERICAN REPROGRAPHICS CO LLC	Buildings - Blueprint/Reprod	SP	BOND	5/6/2011
11-P0018973	300.00	BARRIOS JULIAN	Non-Instructional Supplies	SP		5/6/2011
11-P0018974	1,596.99	PRIDE BAKERIES LLC	Food and Food Service Supplies	SP		5/6/2011
11-P0018975	1,500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/6/2011
11-P0018976	3,200.00	GOLD COAST TOURS	Transportation - Student	SP		5/6/2011
11-P0018977	1,500.00	DON BOOKSTORE	Non-Instructional Supplies	SP		5/6/2011
11-P0018978	61.55	HOUGHTON MIFFLIN HARCOURT PUBL	Books, Mags & Ref Mat, Non-Lib	SP		5/6/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

5.11 (10)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0018979	127.66	TOWNSEND PRESS	Books, Mags & Ref Mat, Non-Lib	SP		5/6/2011
11-P0018980	577.64	MCGRAW HILL CONTEMPORARY	Books, Mags & Ref Mat, Non-Lib	SP		5/6/2011
11-P0018981	553.74	THE MARKERBOARD PEOPLE	Non-Instructional Supplies	SP		5/6/2011
11-P0018982	918.94	APPERSON PRINT MGMT SVCS	Equip/Software - >\$200 <\$1,000	SP		5/6/2011
11-P0018983	308.41	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/6/2011
11-P0018984	1,764.75	D4 SOLUTIONS INC.	Contracted Services	SP		5/6/2011
11-P0018985	1,800.00	ACADEMY ELECTRIC INC	Contracted Services	SP		5/6/2011
11-P0018986	150.00	DON BOOKSTORE	Non-Instructional Supplies	SP		5/6/2011
11-P0018987	845.00	MCMAHAN BUSINESS INTERIORS	Contracted Services	SP		5/6/2011
11-P0018988	898.00	DON BOOKSTORE	Non-Instructional Supplies	SP		5/6/2011
11-P0018989	500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/6/2011
11-P0018990	4,950.00	DON BOOKSTORE	Other Exp Paid for Students	SP		5/6/2011
11-P0018991	4,600.00	SC FUELS	Gasoline			5/6/2011
11-P0018992	52,320.00	CHAPMAN UNIVERSITY	Contracted Services	SP		5/6/2011
11-P0018993	4,094.80	D4 SOLUTIONS INC.	Contracted Services	SP		5/6/2011
11-P0018994	243.27	XEROX CORP	Instructional Supplies	SP		5/6/2011
11-P0018995	464.34	XEROX CORP	Non-Instructional Supplies			5/6/2011
11-P0018996	521.98	OFFICE DEPOT BUSINESS SVCS	Equip/Software - >\$200 <\$1,000	SP		5/6/2011
11-P0018997	5,000.00	DON BOOKSTORE	Books Paid for Students	SP		5/6/2011
11-P0018998	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/6/2011
11-P0018999	50.00	SMART & FINAL	Food and Food Service Supplies	SP		5/6/2011
11-P0019000	2,579.32	WARD'S NATURAL SCIENCE	Instructional Supplies	SP		5/6/2011
11-P0019001	5,309.33	SPINITAR PRESENTATION PRODUCTS	Instructional Supplies	SP		5/6/2011
11-P0119318	394.17	3M LIBRARY SYSTEMS	Maint Contract - Office Equip			4/26/2011

Grand Total: \$5,375,786.83

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**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM APRIL 10, 2011 THROUGH MAY 7, 2011
BOARD MEETING OF MAY 23, 2011**

P.O. #	Amount	Description	Department	Comment
11-BP000253	\$1,302,900.00	Concrete project for Santiago Canyon College - Humanities Building	DO-Facility Planning	The Board adopted Resolution No. 11-07 for the completion of work originally contracted to Tidwell Concrete Construction Inc. for Bid #1136 awarded on April 21, 2010; Board approved resolution on April 11, 2011
11-BP000254	\$924,150.00	Concrete project for Santiago Canyon College - Athletic and Aquatic Complex	DO-Facility Planning	The Board adopted Resolution No. 11-07 for the completion of work originally contracted to Tidwell Concrete Construction Inc. for Bid #1136 awarded on April 21, 2010; Board approved resolution on April 11, 2011
11-BP000255	\$15,150.00	Concrete project for Santiago Canyon College - Road Entry and Parking Lot	DO-Facility Planning	The Board adopted Resolution No. 11-07 for the completion of work originally contracted to Tidwell Concrete Construction Inc. for Bid #1136 awarded on April 21, 2010; Board approved resolution on April 11, 2011
11-BP000256	\$186,850.00	Concrete project for Santiago Canyon College - Chapman Avenue Entry and LRC Parking	DO-Facility Planning	The Board adopted Resolution No. 11-07 for the completion of work originally contracted to Tidwell Concrete Construction Inc. for Bid #1136 awarded on April 21, 2010; Board approved resolution on April 11, 2011
11-BP000257	\$307,950.00	Concrete project for Santiago Canyon College - Loop Road Extension	DO-Facility Planning	The Board adopted Resolution No. 11-07 for the completion of work originally contracted to Tidwell Concrete Construction Inc. for Bid #1136 awarded on April 21, 2010; Board approved resolution on April 11, 2011

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM APRIL 10, 2011 THROUGH MAY 7, 2011
BOARD MEETING OF MAY 23, 2011**

P.O. #	Amount	Description	Department	Comment
11-P0018643	\$23,078.00	Spring 2011 book vouchers for EOPS students	SCC-EOPS	
11-P0018696	\$22,228.84	Purchase and installation of 1-Smart pump control system for swimming pool at Santa Ana College	SAC-Administrative Services	Received Quotations: 1) *Knorr Systems, Inc. 2) Horizon Mechanical Contractors of California *Successful Bidder
11-P0018722	\$68,141.76	Apple iMac computers and protection plan	SAC-Fine & Performing Arts	Board approved as a sole source: July 25, 2005
11-P0018723	\$28,457.25	Dell computers and related components	CEC	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #B27160 Board approved: November 16, 2009
11-P0018733	\$20,276.14	Dell laptop computers and related components	CEC-Inmate Educational Program	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #B27160 Board approved: November 16, 2009
11-P0018742	\$16,119.47	Task chairs for classroom use	CEC	Received Quotations: 1) *McMahan Business Interiors 2) Culver-Newlin, Inc. 3) Innovative Commercial Environments *Successful Bidder
11-P0018782	\$24,990.00	Replacement of concrete sections at Santa Ana College in relation to the sewer and gas line repair work project	DO-Facility Planning	Received Quotations: 1) *De La Torre Commercial Interiors, Inc. 2) OC Hills Co. *Successful Bidder

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM APRIL 10, 2011 THROUGH MAY 7, 2011
BOARD MEETING OF MAY 23, 2011**

P.O. #	Amount	Description	Department	Comment
11-P0018796	\$255,684.00	Construction testing services related to the Humanities Building project at Santiago Canyon College	DO-Facility Planning	Board approved: April 11, 2011
11-P0018798	\$25,600.00	Geotechnical observation services related to the Athletic and Aquatic Complex project at Santiago Canyon College	DO-Facility Planning	Board approved: April 11, 2011
11-P0018803	\$130,632.00	Construction testing services related to the Athletic and Aquatic Complex project at Santiago Canyon College	DO-Facility Planning	Board approved: April 11, 2011
11-P0018823	\$33,368.97	Dell computers and related components	SCC-Orange Education Center	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #B27160 Board approved: November 16, 2009
11-P0018825	\$242,000.00	Demolition of church and former Child Development Center at Santa Ana College	DO-Facility Planning	Bid #1172 Board approved: April 11, 2011
11-P0018860	\$290,136.00	DSA inspection related to the Humanities Building project at Santiago Canyon College	DO-Facility Planning	Board approved: March 14, 2011
11-P0018862	\$77,528.00	DSA inspection related to the three road improvement projects at Santiago Canyon College (DSA #04-110566, DSA #01-110582 & DSA #04-110594)	DO-Facility Planning	Board approved: March 14, 2011
11-P0018864	\$182,336.00	DSA inspection related to the Athletic & Aquatic Complex project at Santiago Canyon College	DO-Facility Planning	Board approved: March 14, 2011

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM APRIL 10, 2011 THROUGH MAY 7, 2011
BOARD MEETING OF MAY 23, 2011**

P.O. #	Amount	Description	Department	Comment
11-P0018868	\$28,117.32	Software licenses for Sharepoint 2010 and Window server external connector	DO-ITS	Purchased from the FCCC Consortium Microsoft Select agreement which RSCCD is a part of.
11-P0018869	\$147,800.00	Professional services related to the District-wide video surveillance system design and implementation oversight	DO-ITS	Board approved: March 14, 2011
11-P0018871	\$49,000.00	Consulting services to provide position control, budgeting and Phase II of Datatel Human Resources module	DO-ITS	Board approved: March 14, 2011
11-P0018877	\$42,500.00	Migration of database management system from Oracle to Microsoft SQL server	DO-ITS	Board approved: March 28, 2011
11-P0018879	\$25,652.00	Software licenses for Microsoft SQL server	DO-ITS	Purchased from the FCCC Consortium Microsoft Select agreement which RSCCD is a part of.
11-P0018883	\$59,678.50	Rental of classroom for Summer 2010 and Fall 2010 from various SAUSD sites	CEC	Board approved: November 20, 2006
11-P0018892	\$23,429.03	Playground structure for Centennial Education Center - Child Development Center	DO-Child Development Services	Purchased from the California Multiple Award Schedule (CMAS) #4-99-78-006A Board approved: March 22, 2010
11-P0018955	\$123,760.00	Construction management services for multiple projects at Santa Ana College	DO-Facility Planning	Board approved: April 25, 2011

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM APRIL 10, 2011 THROUGH MAY 7, 2011
BOARD MEETING OF MAY 23, 2011**

P.O. #	Amount	Description	Department	Comment
11-P0018956	\$26,900.00	Architectural services related to the Athletic and Aquatic Complex project at Santiago Canyon College	DO-Facility Planning	Board approved: April 25, 2011
11-P0018992	\$52,320.00	Upward Bound Summer Residential program for (35) students and (5) staff members to take place at Chapman University	SAC-Upward Bound	Board approved: April 25, 2011

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Educational Services

To: Board of Trustees	Date: May 23, 2011
Re: Approval of Resource Development Items	
Action: Request for Approval	

ANALYSIS

Items for the following categorical programs have been developed:

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
<u>Fiscal Year 2010/2011</u>		
CalGRIP (SAC) California State University-Fullerton (CSUF) was awarded a CalGRIP grant (CalGRIP is an anti-gang initiative that funds projects for job training and education and intervention programs). Santa Ana College is a partner with CSUF for this project through its Center for Teacher Education, and will provide services for youth 17-24 to introduce them to and prepare them for teaching professions. (10/11)	04/01/2011	\$124,740
CalGRIP (SCC) California State University-Fullerton was awarded a CalGRIP grant (CalGRIP is an anti-gang initiative that funds projects for job training and education and intervention programs). Santiago Canyon College is a partner with CSUF for this project through its Pathways to Teaching Program, and will provide services for youth 17-24 to introduce them to and prepare them for teaching professions. (10/11)	04/01/2011	\$139,212
Career Technical Education (CTE) Community Collaborative IV (DO) Grant award from the California Community Colleges Chancellor's Office to provide career exploration for middle school students; develop pathways to diesel, welding, digital media, and international business programs; and to provide professional development for CTE faculty. (10/11)	04/01/2011	\$400,000
Career Technical Education (CTE) Community Collaborative IV – Supplemental (DO) Grant award from the California Community Colleges Chancellor's Office to support career exploration for middle schools students, CTE pathway development, and professional development for CTE faculty. (10/11)	04/01/2011	\$130,000

Fiscal Impact: \$2,728,464	Board Date: May 23, 2011
Item Prepared by: Maria Gil, Interim Resource Development Coordinator	
Item Submitted by: Enrique Perez, Assistant Vice Chancellor of Educational Services	
Item Recommended by: Dr. Raúl Rodríguez, Chancellor	

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
Disabled Students Programs & Services (DSPS) (SAC) Annual allocation from the California Community Colleges Chancellor's Office to provide services for disabled students. (10/11)	01/27/2011	\$1,081,425
Economic & Workforce Development – Workforce Innovation Partnerships (DO) Grant award from the California Community Colleges Chancellor's Office, wherein RSCCD is the fiscal agent and Central County ROP will implement the DREAM project that will enable 500 high school students to participate in rigorous programs in Design, RP/Robotics, Engineering, Art and Manufacturing (DREAM). By creating challenging hands-on projects, student teams will produce three-dimensional prototypes of innovative products that will illustrate the high-tech career opportunities in Applied Competitive Technologies and Manufacturing. (10/11)	05/10/2011	\$225,000
Kaleidoscope Project (SAC & SCC) Cerritos College was awarded a Gates Foundation Next Generation Learning Challenges Grant to implement Project Kaleidoscope. Project Kaleidoscope is a multi-college, multi-state effort that will use Open Educational Resources, learner analytics, and VALUE rubrics for the courses identified in the project. Santa Ana College and Santiago College are participating colleges in the project. (10/11) SAC \$35,000 SCC \$35,000	05/01/2011	\$70,000
WIA Center for Nursing II – Year 2 (SAC) Second year of a five-year grant award from the California Community College Chancellor's Office to expand enrollment capacity for SAC's Associate Degree Nursing program, to provide student support services, and to promote faculty recruitment and retention. (10/11)	01/01/2011	\$367,000
Youth Entrepreneurship Project - Faculty Mini Grants Program (DO) Grant award from the California Community Colleges Chancellor's Office to support the enhancement and expansion of entrepreneurship and small business management skills and career technical education. (10/11)	12/01/2010	\$90,000
<u>Fiscal Year 2011/2012</u>		
Enrollment Growth for Nursing ADN Programs, Year 1 (SAC) Second year of a two-year grant award from the California Community College Chancellor's Office to increase SAC's Nursing Program's enrollment capacity, retention and program completion rates, and the number of students who pass the state licensing exam. (11/12)	07/01/2011	\$101,087

RECOMMENDATION

It is recommended that these items be approved and that the Vice Chancellor, Business Operations/Fiscal Services or his designee be authorized to enter into related contractual agreements on behalf of the district.

Fiscal Impact: \$2,728,464	Board Date: May 23, 2011
Item Prepared by: Maria Gil, Interim Resource Development Coordinator	
Item Submitted by: Enrique Perez, Assistant Vice Chancellor of Educational Services	
Item Recommended by: Dr. Raúl Rodríguez, Chancellor	

SPECIAL PROJECT DETAILED SPREADSHEET #2xxx
NAME: CalGRIP - subaward from CSUF (SAC)
FISCAL YEAR: 2010/2011

CONTRACT TERM: 4/1/11 - 12/30/12
 CONTRCT AMOUNT: \$124,740

PROJ ADM: M. Bryant
 PROJ DIR: S. Bautista
 DATE: 5/13/11

Account String	Description	Debit	Credit
12-2xxx-000000-10000-8659	Other Reimb Categorical Allow		124,740
12-2xxx-631000-15330-1310	Instructors - Part-Time	26,357	
12-2xxx-631000-15330-3111	STRS - Instructional	2,174	
12-2xxx-631000-15330-3321	Medicare - Instructional	382	
12-2xxx-631000-15330-3431	H & W Ret Fnd - Instructional	264	
12-2xxx-631000-15330-3511	SUI - Instructional	190	
12-2xxx-631000-15330-3611	WCI - Instructional	633	
12-2xxx-649000-15330-1430	Counselors - Part-Time <i>Proj Dir Backfill and Counseling Support</i>	32,983	
12-2xxx-649000-15330-1435	Counselors - Part-Time Int/Sum	6,413	
12-2xxx-649000-15330-1480	Other Reassigned Time - Non-Instructional <i>(Faculty Stipends - Bridge Program)</i>	5,300	
12-2xxx-649000-15330-2320	Classified - Short-Term, Hourly <i>Program Coordination</i>	29,446	
12-2xxx-649000-15330-3115	STRS - Non-Instructional	3,687	
12-2xxx-649000-15330-3215	PERS - Non-Instructional	3,153	
12-2xxx-649000-15330-3325	Medicare - Non-Instructional	1,075	
12-2xxx-649000-15330-3315	OASDHI - Non-Instructional	1,826	
12-2xxx-649000-15330-3435	H & W Ret Fnd - Non-Instructional	741	
12-2xxx-649000-15330-3515	SUI - Non-Instructional	534	
12-2xxx-649000-15330-3615	WCI - Non-Instructional	1,626	
12-2xxx-649000-15330-4610	Supplies - Non-Instructional	5,456	
12-2xxx-649000-15330-4710	Food and Food Service	2,000	
12-2xxx-649000-15330-5220	Mileage	500	
TOTAL PROJECT BUDGET		124,740	124,740

SPECIAL PROJECT DETAILED SPREADSHEET #2xxx
NAME: CalGRIP - subaward from CSUF (SCC)
FISCAL YEAR: 2010/2011

CONTRACT TERM: 4/1/11 - 12/30/12
 CONTRCT AMOUNT: \$139,212

PROJ ADM: R. Babeshoff
 PROJ DIR: J. Perry
 DATE: 5/13/11

Account String	Description	Debit	Credit
12-2xxx-000000-20000-8659	Other Reimb Categorical Allow		139,212
12-2xxx-631000-29345-1310	Instructors - Part-Time	26,357	
12-2xxx-631000-29345-3111	STRS - Instructional	2,174	
12-2xxx-631000-29345-3321	Medicare - Instructional	382	
12-2xxx-631000-29345-3431	H & W Ret Fnd - Instructional	264	
12-2xxx-631000-29345-3511	SUI - Instructional	190	
12-2xxx-631000-29345-3611	WCI - Instructional	633	
12-2xxx-649000-29345-1430	Counselors - Part-Time <i>Proj Dir Backfill and Counseling Support</i>	54,972	
12-2xxx-649000-29345-1435	Counselors - Part-Time Int/Sum	3,512	
12-2xxx-649000-29345-1480	Other Reassigned Time - Non-Instructional <i>(Faculty Stipends - Bridge Program)</i>	2,000	
12-2xxx-649000-29345-2320	Classified - Short-Term, Hourly <i>Program Coordination</i>	29,446	
12-2xxx-649000-29345-3115	STRS - Non-Instructional	4,990	
12-2xxx-649000-29345-3215	PERS - Non-Instructional	3,153	
12-2xxx-649000-29345-3325	Medicare - Non-Instructional	1,304	
12-2xxx-649000-29345-3315	OASDHI - Non-Instructional	1,826	
12-2xxx-649000-29345-3435	H & W Ret Fnd - Non-Instructional	899	
12-2xxx-649000-29345-3515	SUI - Non-Instructional	647	
12-2xxx-649000-29345-3615	WCI - Non-Instructional	2,212	
12-2xxx-649000-29345-4610	Supplies - Non-Instructional	2,750	
12-2xxx-649000-29345-4710	Food and Food Service	1,000	
12-2xxx-649000-29345-5220	Mileage	500	
TOTAL PROJECT BUDGET		139,212	139,212

SPECIAL PROJECTS DETAILED BUDGET #2203
NAME: CTE Community Collaborative IV (District)
FISCAL YEAR: 2010/2011

CONTRACT TERM: 4/1/2011 - 3/31/2013
 CONTRACT AWARD: \$400,000
 Grant #: 10-140-870

PROJ ADM: Enrique Perez
 PROJ DIR: Gustavo Chamorro

Date: 05/13/2011

Account String					Description	New Budget	
Fd	Prj	Tops	Dept	Code		Debit	Credit
11	0000	000004	50000	2130	Classified Employee : District Operations		28,151
11	0000	000004	50000	3415	H & W - Non-Instructional : District Operations		11,849
11	2203	684000	53330	2110	Classified Management : Digital Media Center Chamorro, Gustavo @ 14.6%	28,151	
11	2203	684000	53330	3215	PERS - Non-Instructional :	3,014	
11	2203	684000	53330	3315	OASDHI - Non-Instructional	1,790	
11	2203	684000	53330	3325	Medicare - Non-Instructiona	419	
11	2203	684000	53330	3415	H & W - Non-Instructional :	4,884	
11	2203	684000	53330	3435	H & W - Retiree Fund Non-In	289	
11	2203	684000	53330	3515	SUI - Non-Instructional : D	208	
11	2203	684000	53330	3615	WCI - Non-Instructional : D	693	
11	2203	684000	53330	3915	Other Benefits - Non-Instru	553	
					Total - CTE Community Collab IV (Match)	40,000	40,000

SPECIAL PROJECTS DETAILED BUDGET #2203
NAME: CTE Community Collaborative IV (District)
FISCAL YEAR: 2010/2011

CONTRACT TERM: 4/1/2011 - 3/31/2013
 CONTRACT AWARD: \$400,000
 Grant #: 10-140-870

PROJ ADM: Enrique Perez
 PROJ DIR: Gustavo Chamorro

Date: 05/13/2011

Account String					Description	New Budget	
Fd	Prj	Tops	Dept	Code		Debit	Credit
					Santa Ana College		
12	2203	000000	10000	8659	Other Reimb Categorical Allow : Santa Ana College		163,983
12	2203	050800	15160	1310	Part-Time Instructors : International Business	6,467	
12	2203	050800	15160	3111	STRS - Instructional : Inte	534	
12	2203	050800	15160	3321	Medicare - Instructional :	94	
12	2203	050800	15160	3431	H & W - Retiree Fund Inst :	66	
12	2203	050800	15160	3511	SUI - Instructional : Inter	47	
12	2203	050800	15160	3611	WCI - Instructional : Inter	155	
12	2203	050800	15160	4210	Books, Mags & Ref Mat, Non-Lib : Inter	3,000	
12	2203	050800	15160	4310	Instructional Supplies: Inter	1,000	
12	2203	061400	15510	1310	Part-Time Instructors : Art	6,467	
12	2203	061400	15510	3111	STRS - Instructional : Art	534	
12	2203	061400	15510	3321	Medicare - Instructional :	94	
12	2203	061400	15510	3431	H & W - Retiree Fund Inst :	66	
12	2203	061400	15510	3511	SUI - Instructional : Art	47	
12	2203	061400	15510	3611	WCI - Instructional : Art	155	
12	2203	061400	15510	4210	Books, Mags & Ref Mat, Non-Lib : Art	3,000	
12	2203	061400	15510	4310	Instructional Supplies: Art	1,000	
12	2203	094700	15752	1310	Part-Time Instructors : Diesel	12,935	
12	2203	094700	15752	3111	STRS - Instructional : Dies	1,068	
12	2203	094700	15752	3321	Medicare - Instructional :	185	
12	2203	094700	15752	3431	H & W - Retiree Fund Inst :	130	
12	2203	094700	15752	3511	SUI - Instructional : Diese	94	
12	2203	094700	15752	3611	WCI - Instructional : Diese	310	
12	2203	094700	15752	4210	Books, Mags & Ref Mat, Non-Lib : Art	3,000	
12	2203	094700	15752	4310	Instructional Supplies: Diese	2,000	
12	2203	095650	15756	1310	Part-Time Instructors : Welding	12,935	
12	2203	095650	15756	3111	STRS - Instructional : Weld	1,068	
12	2203	095650	15756	3321	Medicare - Instructional :	185	
12	2203	095650	15756	3431	H & W - Retiree Fund Inst :	130	
12	2203	095650	15756	3511	SUI - Instructional : Weldi	94	
12	2203	095650	15756	3611	WCI - Instructional : Weldi	310	
12	2203	095650	15756	4210	Books, Mags & Ref Mat, Non-Lib : Weld	3,000	
12	2203	095650	15756	4310	Instructional Supplies: Weldi	20,000	
12	2203	649000	15756	5966	Transportation - Student : Welding	1,600	
12	2203	631000	15310	1430	Part-Time Counselors : Counseling	27,925	

Original Budget

Board Approved: May 23, 2011

Prepared by: Maria Gil

Page 2 of 4

Accountant: Noemi Guzman

6.1 (6)

SPECIAL PROJECTS DETAILED BUDGET #2203
NAME: CTE Community Collaborative IV (District)
FISCAL YEAR: 2010/2011

CONTRACT TERM: 4/1/2011 - 3/31/2013
 CONTRACT AWARD: \$400,000
 Grant #: 10-140-870

PROJ ADM: Enrique Perez
 PROJ DIR: Gustavo Chamorro

Date: 05/13/2011

Account String					Description	New Budget	
Fd	Prj	Tops	Dept	Code		Debit	Credit
12	2203	631000	15310	1435	Int/Sum - Counselors,Part-Time Counseling	6,981	
12	2203	631000	15310	3115	STRS - Non-Instructional :	2,880	
12	2203	631000	15310	3325	Medicare - Non-Instructiona	506	
12	2203	631000	15310	3435	H & W - Retiree Fund Non-In	349	
12	2203	631000	15310	3515	SUI - Non-Instructional : C	251	
12	2203	631000	15310	3615	WCI - Non-Instructional : C	838	
12	2203	649000	19100	2310	Classified Employees - Ongoing : Student Services Office	37,882	
12	2203	649000	19100	3215	PERS - Non-Instructional :	0	
12	2203	649000	19100	3315	OASDHI - Non-Instructional	0	
12	2203	649000	19100	3325	Medicare - Non-Instructiona	549	
12	2203	649000	19100	3335	PARS - Non-Instructional	492	
12	2203	649000	19100	3415	H & W - Non-Instructional :	0	
12	2203	649000	19100	3435	H & W - Retiree Fund Non-In	379	
12	2203	649000	19100	3515	SUI - Non-Instructional : S	273	
12	2203	649000	19100	3615	WCI - Non-Instructional : S	909	
12	2203	649000	19100	3915	Other Benefits - Non-Instru	0	
12	2203	649000	19100	4610	Non-Instructional Supplies	1,000	
12	2203	649000	19100	4710	Food And Food Services Supplies:	1,000	
					Santiago Canyon College		
12	2203	000000	20000	8659	Other Reimb Categorical Allow : Santiago Cany		143,272
12	2203	634000	29325	1430	Part-Time Counselors : Counseling	99,255	
12	2203	634000	29325	3115	STRS - Non-Instructional :	8,189	
12	2203	634000	29325	3325	Medicare - Non-Instructiona	1,439	
12	2203	634000	29325	3435	H & W - Retiree Fund Non-In	993	
12	2203	634000	29325	3515	SUI - Non-Instructional : C	715	
12	2203	634000	29325	3615	WCI - Non-Instructional : C	2,382	
12	2203	634000	29325	4610	Non-Instructional Supplies	7,000	
12	2203	634000	29325	4710	Food And Food Services Supplies: C	5,000	
12	2203	634000	29325	5220	Mileage/Parking Expenses: Coun	700	
12	2203	634000	29325	5950	Software License and Fees : Coun	12,000	
12	2203	634000	29325	5966	Transportation - Student : Coun	5,600	
					District		
12	2203	000000	50000	8659	Other Reimb Categorical Allow : District Operations		92,746
12	2203	672000	50000	5865	Indirect Costs : District Operations (4% of grant-funded direct costs)	15,385	
12	2203	675000	53305	1480	Part-Time Reassigned Time : Ed. Svcs	3,300	

Original Budget

Prepared by: Maria Gil

Board Approved: May 23, 2011

Accountant: Noemi Guzman

SPECIAL PROJECTS DETAILED BUDGET #2203
NAME: CTE Community Collaborative IV (District)
FISCAL YEAR: 2010/2011

CONTRACT TERM: 4/1/2011 - 3/31/2013
 CONTRACT AWARD: \$400,000
 Grant #: 10-140-870

PROJ ADM: Enrique Perez
 PROJ DIR: Gustavo Chamorro

Date: 05/13/2011

Account String					Description	New Budget	
Fd	Prj	Tops	Dept	Code		Debit	Credit
12	2203	675000	53305	1483	Beyond Contr - Reassigned Time	0	
12	2203	675000	53305	3115	STRS - Non-Instructional :	273	
12	2203	675000	53305	3325	Medicare - Non-Instructiona	48	
12	2203	675000	53305	3435	H & W - Retiree Fund Non-In	33	
12	2203	675000	53305	3515	SUI - Non-Instructional : E	24	
12	2203	675000	53305	3615	WCI - Non-Instructional : E	79	
12	2203	675000	53305	4610	Non-Instructional Supplies	1,000	
					Classified Employees		
12	2203	684000	53330	2130	Torres, Jetzamina @ 40%	47,280	
12	2203	684000	53330	3215	PERS - Non-Instructional	5,062	
12	2203	684000	53330	3315	OASDHI - Non-Instructional	2,998	
12	2203	684000	53330	3325	Medicare - Non-Instructiona	701	
12	2203	684000	53330	3415	H & W - Non-Instructional	13,492	
12	2203	684000	53330	3435	H & W - Retiree Fund Non-In	484	
12	2203	684000	53330	3515	SUI - Non-Instructional	348	
12	2203	684000	53330	3615	WCI - Non-Instructional	1,161	
12	2203	684000	53330	3915	Other Benefits - Non-Instru	1,077	
					Total - CTE Community Collab IV	400,000	400,000

SPECIAL PROJECTS DETAILED BUDGET #2XXX
NAME: CTE Community Collaborative IV - Supplemental (District)
FISCAL YEAR: 2010/2011

GRANT TERM: 4/1/11 - 3/31/13
 GRANT AWARD: \$130,000
 Grant No. 10-141-870

PROJ ADM: Enrique Perez
 PROJ DIR: Gustavo Chamorro

Date: 5/12/2011

GL Account String					Description	New Budget	
Fd	Prj	Tops	Dept	Code		Debit	Credit
11	0000	000004	50000	2130	Classified Employee : District Operations		9,062
11	0000	000004	50000	3415	H & W - Non-Instructional : District Operations		3,938
11	2XXX	684000	53330	2110	Classified Management : Digital Media Center Chamorro, Gustavo @ 4.7%	9,062	
11	2XXX	684000	53330	3215	PERS - Non-Instructional : Digital Media Center	1,038	
11	2XXX	684000	53330	3315	OASDHI - Non-Instructional : Digital Media Center	576	
11	2XXX	684000	53330	3325	Medicare - Non-Instructional : Digital Media Center	135	
11	2XXX	684000	53330	3415	H & W - Non-Instructional : Digital Media Center	1,573	
11	2XXX	684000	53330	3435	H & W - Retiree Fund Non-Inst : Digital Media Cente	93	
11	2XXX	684000	53330	3515	SUI - Non-Instructional : Digital Media Center	67	
11	2XXX	684000	53330	3615	WCI - Non-Instructional : Digital Media Center	223	
11	2XXX	684000	53330	3915	Other Benefits - Non-Instruct : Digital Media Cente	233	
Total - CTE Comm. Collab IV Supplemental (Match)						13,000	13,000

SPECIAL PROJECTS DETAILED BUDGET #2XXX
NAME: CTE Community Collaborative IV - Supplemental (District)
FISCAL YEAR: 2010/2011

GRANT TERM: 4/1/11 - 3/31/13
 GRANT AWARD: \$130,000
 Grant No. 10-141-870

PROJ ADM: Enrique Perez
 PROJ DIR: Gustavo Chamorro

Date: 5/12/2011

GL Account String					Description	New Budget	
Fd	Prj	Tops	Dept	Code		Debit	Credit
					Santa Ana College		
12	2XXX	000000	10000	8659	Other Reimb Categorical Allow : Santa Ana College		34,183
12	2XXX	050800	15160	1310	Part-Time Instructors : International Business	6,467	
12	2XXX	050800	15160	1313	Beyond Contract-Instructors : International Busines	0	
12	2XXX	050800	15160	3111	STRS - Instructional : International Business	533	
12	2XXX	050800	15160	3321	Medicare - Instructional : International Business	94	
12	2XXX	050800	15160	3331	PARS - Instructional : International Business	0	
12	2XXX	050800	15160	3431	H & W - Retiree Fund Inst : International Business	65	
12	2XXX	050800	15160	3511	SUI - Instructional : International Business	47	
12	2XXX	050800	15160	3611	WCI - Instructional : International Business	155	
12	2XXX	050800	15160	4210	Books, Mags & Ref Mat, Non-Lib : International Busi	0	
12	2XXX	050800	15160	4310	Instructional Supplies : International Business	1,000	
12	2XXX	634000	15310	1430	Part-Time Counselors : Counseling	0	
12	2XXX	634000	15310	3111	STRS - Instructional : Counseling	0	
12	2XXX	634000	15310	3321	Medicare - Instructional : Counseling	0	
12	2XXX	634000	15310	3431	H & W - Retiree Fund Inst : Counseling	0	
12	2XXX	634000	15310	3511	SUI - Instructional : Counseling	0	
12	2XXX	634000	15310	3611	WCI - Instructional : Counseling	0	
12	2XXX	634000	15310	4610	Non-Instructional Supplies : Counseling	1,000	
12	2XXX	634000	15310	4710	Food and Food Service Supplies : Counseling	1,000	
12	2XXX	061440	15513	1310	Part-Time Instructors : Graphics	6,467	
12	2XXX	061440	15513	1313	Beyond Contract-Instructors : Graphics	0	
12	2XXX	061440	15513	3111	STRS - Instructional : Graphics	533	
12	2XXX	061440	15513	3321	Medicare - Instructional : Graphics	94	
12	2XXX	061440	15513	3331	PARS - Instructional : Graphics	0	
12	2XXX	061440	15513	3431	H & W - Retiree Fund Inst : Graphics	65	
12	2XXX	061440	15513	3511	SUI - Instructional : Graphics	47	
12	2XXX	061440	15513	3611	WCI - Instructional : Graphics	155	
12	2XXX	061440	15513	4310	Instructional Supplies : Graphics	1,000	
12	2XXX	095600	15755	1310	Part-Time Instructors : Manufacturing/Inds Tech	6,467	
12	2XXX	095600	15755	1313	Beyond Contract-Instructors : Manufacturing/Inds Tech	0	
12	2XXX	095600	15755	3111	STRS - Instructional : Manufacturing/Inds Tech	533	
12	2XXX	095600	15755	3321	Medicare - Instructional : Manufacturing/Inds Tech	94	
12	2XXX	095600	15755	3331	PARS - Instructional : Manufacturing/Inds Tech	0	
12	2XXX	095600	15755	3431	H & W - Retiree Fund Inst : Manufacturing/Inds Tech	65	
12	2XXX	095600	15755	3511	SUI - Instructional : Manufacturing/Inds Tech	47	
12	2XXX	095600	15755	3611	WCI - Instructional : Manufacturing/Inds Tech	155	
12	2XXX	095600	15755	4210	Books, Mags & Ref Mat, Non-Lib : Manufacturing/Inds Tech	3,000	
12	2XXX	095600	15755	4310	Instructional Supplies : Manufacturing/Inds Tech	500	
12	2XXX	095650	15756	5100	Contracted Services : Welding	4,600	
					Santiago Canyon College		
12	2XXX	000000	20000	8659	Other Reimb Categorical Allow : Santiago Canyon Col		37,657
12	2XXX	634000	29325	1430	Part-Time Counselors : Counseling	33,085	
12	2XXX	634000	29325	1433	Beyond Contract - Counselors : Counseling	0	

SPECIAL PROJECTS DETAILED BUDGET #2XXX
NAME: CTE Community Collaborative IV - Supplemental (District)
FISCAL YEAR: 2010/2011

GRANT TERM: 4/1/11 - 3/31/13
 GRANT AWARD: \$130,000
 Grant No. 10-141-870

PROJ ADM: Enrique Perez
 PROJ DIR: Gustavo Chamorro

Date: 5/12/2011

GL Account String					Description	New Budget	
Fd	Prj	Tops	Dept	Code		Debit	Credit
12	2XXX	634000	29325	3115	STRS - Non-Instructional : Counseling	2,730	
12	2XXX	634000	29325	3325	Medicare - Non-Instructional : Counseling	480	
12	2XXX	634000	29325	3335	PARS - Non-Instructional : Counseling	0	
12	2XXX	634000	29325	3435	H & W - Retiree Fund Non-Inst : Counseling	330	
12	2XXX	634000	29325	3515	SUI - Non-Instructional : Counseling	238	
12	2XXX	634000	29325	3615	WCI - Non-Instructional : Counseling	794	
12	2XXX	634000	29325	4710	Food and Food Service Supplies : Counseling	0	
12	2XXX	634000	29325	5220	Mileage/Parking Expenses : Counseling	0	
12	2XXX	634000	29325	5966	Transportation - Student : Counseling	0	
					District		
12	2XXX	000000	50000	8659	Other Reimb Categorical Allow : District Operations		58,160
					Indirect Costs : District Operations (4% of grant-funded direct costs)		
12	2XXX	672000	50000	5865		5,000	
12	2XXX	675000	53305	1480	Part-Time Reassigned Time : Educational Services Of	3,930	
12	2XXX	675000	53305	1483	Beyond Contr - Reassigned Time : Educational Servic	0	
12	2XXX	675000	53305	1484	Int/Sum Beynd Contr-Reassigned : Educational Servic	0	
12	2XXX	675000	53305	3115	STRS - Non-Instructional : Educational Services Off	324	
12	2XXX	675000	53305	3325	Medicare - Non-Instructional : Educational Services	57	
12	2XXX	675000	53305	3335	PARS - Non-Instructional : Educational Services Off	0	
12	2XXX	675000	53305	3435	H & W - Retiree Fund Non-Inst : Educational Service	39	
12	2XXX	675000	53305	3515	SUI - Non-Instructional : Educational Services Offi	31	
12	2XXX	675000	53305	3615	WCI - Non-Instructional : Educational Services Offi	95	
12	2XXX	684000	53330	2310	Classified Employees - Ongoing :	37,882	
12	2XXX	684000	53330	3215	PERS - Non-Instructional : Digital Media Center	0	
12	2XXX	684000	53330	3315	OASDHI - Non-Instructional : Digital Media Center	0	
12	2XXX	684000	53330	3325	Medicare - Non-Instructional : Digital Media Center	549	
12	2XXX	684000	53330	3331	PARS - Instructional : Digital Media Center	492	
12	2XXX	684000	53330	3415	H & W - Non-Instructional : Digital Media Center	0	
12	2XXX	684000	53330	3435	H & W - Retiree Fund Non-Inst : Digital Media Cente	379	
12	2XXX	684000	53330	3515	SUI - Non-Instructional : Digital Media Center	273	
12	2XXX	684000	53330	3615	WCI - Non-Instructional : Digital Media Center	909	
12	2XXX	684000	53330	3915	Other Benefits - Non-Instruct : Digital Media Cente	0	
12	2XXX	684000	53330	4610	Non-Instructional Supplies : Digital Media Center	1,000	
12	2XXX	684000	53410	4610	Non-Instructional Supplies : Small Business Development Cente	1,000	
12	2XXX	684000	53410	4710	Food and Food Service Supplies : Small Business Development	1,700	
12	2XXX	684000	53410	5100	Contracted Services : Small Business Development Center	4,000	
12	2XXX	684000	53410	5966	Transportation - Student : Small Business Development Center	500	
					Total - CTE Community Collaborative IV - Supplemental	130,000	130,000

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SAC

FISCAL YEAR: 2010/11

CONTRACT PERIOD: 7/01/10 - 6/30/11
 CONTRACT INCOME: \$1,081,425 (SAC Allocation)

PROJ. ADM. S. LUNDQUIST
 PROJ. DIR. J. MATHIS

GL Account	Description	Debit	Credit
11-0000-000004-10000-1110	Contract Instructors : SAC Match		195,919
11-0000-000004-10000-3411	H&W - Instructionals : SAC match		60,497
11-0000-000004-10000-2130	Classified Emp : SAC Match		114,979
11-0000-000004-10000-3415	H&W - Non-Instructionals : SAC match		53,408
11-0000-679000-10000-5999	Special Holding Acct - SAC match		160,736
11-2230-493031-19524-1110	Contract Instructors : High Tech Ctr DSPS - Don Dutton (80%)	73,232	
11-2230-493031-19524-3111	STRS - Instructional : High Tech Ctr	6,124	
11-2230-493031-19524-3321	Medicare - Instructional : High Tech Ctr	-	
11-2230-493031-19524-3411	H & W - Instructional : High Tech Ctr	13,222	
11-2230-493031-19524-3431	H & W - Retiree Fund Inst : High Tech Ctr	742	
11-2230-493031-19524-3511	SUI - Instructional : High Tech Ctr	534	
11-2230-493031-19524-3611	WCI - Instructional : High Tech Ctr	1,782	
11-2230-493031-19524-3911	Other Benefits - Instructional : High Tech Ctr	1,000	
11-2230-493031-19525-1310	P/T Instructor : Learning Disabled - Wolf & Dumain	15,598	
11-2230-493031-19525-3111	STRS - Instructional : Learning Disabled	1,092	
11-2230-493031-19525-3321	Medicare - Instructional : Learning Disabled	226	
11-2230-493031-19525-3331	PARS - Instructional : Learning Disabled	31	
11-2230-493031-19525-3431	H & W - Retiree Fund Inst : Learning Disabled	156	
11-2230-493031-19525-3511	SUI - Instructional : Learning Disabled	112	
11-2230-493031-19525-3611	WCI - Instructional : Learning Disabled	374	
11-2230-493031-19527-1110	Contract Instructors : Speech/Acquired Brain Injury - Renee Miller (39.6%)	34,781	
11-2230-493031-19527-3111	STRS - Instructional : Spee	2,910	
11-2230-493031-19527-3321	Medicare - Instructional :	503	
11-2230-493031-19527-3411	H & W - Instructional : Spe	78	
11-2230-493031-19527-3431	H & W - Retiree Fund Inst :	353	
11-2230-493031-19527-3511	SUI - Instructional : Speec	254	
11-2230-493031-19527-3611	WCI - Instructional : Speec	847	
11-2230-493031-19527-3911	Other Benefits - Instrutio	494	
11-2230-642000-19521-1210	Academic Management : DSPS - Jane Mathis (40%)	40,493	
11-2230-642000-19521-3115	STRS - Non-Instructional :	3,409	
11-2230-642000-19521-3325	Medicare - Non-Instructiona	572	
11-2230-642000-19521-3415	H & W - Non-Instructional :	7,438	
11-2230-642000-19521-3435	H & W - Retiree Fund Non-In	413	
11-2230-642000-19521-3515	SUI - Non-Instructional : D	298	
11-2230-642000-19521-3615	WCI - Non-Instructional : D	992	
11-2230-642000-19521-3915	Other Benefits - Non-Instru	824	

SPECIAL PROJECT DETAILED BUDGET #2230

**NAME: DSPS - SAC
FISCAL YEAR: 2010/11**

CONTRACT PERIOD: 7/01/10 - 6/30/11
CONTRACT INCOME: \$1,081,425 (SAC Allocation)

PROJ. ADM. S. LUNDQUIST
PROJ. DIR. J. MATHIS

GL Account	Description	Debit	Credit
11-2230-642000-19523-2130	Classified Employees : DHH - Ruth Rodriguez (80%)	71,251	
11-2230-642000-19523-2320	Classified - Hourly : DHH - Ruth Rodriguez (7B) & interpreters	1,337	
11-2230-642000-19523-3215	PERS - Non-Instructional : DHH	7,778	
11-2230-642000-19523-3315	OASDHI - Non-Instructional : DHH	4,567	
11-2230-642000-19523-3325	Medicare - Non-Instructional : DHH	1,068	
11-2230-642000-19523-3415	H & W - Non-Instructional : DHH	13,218	
11-2230-642000-19523-3435	H & W - Retiree Fund Non-Instructional : DHH	737	
11-2230-642000-19523-3515	SUI - Non-Instructional : DHH	530	
11-2230-642000-19523-3615	WCI - Non-Instructional : DHH	1,768	
11-2230-642000-19523-3915	Other Benefits - Non-Instructional : DHH	1,080	
11-2230-642000-19523-5100	Contracted Services : Deaf & HH	129,466	
11-2230-642000-19525-1480	Part-Time Reassigned Time : Learning Disabled - Janus (6A-9A)	8,302	
11-2230-642000-19525-1484	Int/Sum Beynd Contr-Reassigned : Learning Disabled - Kobane (2A-3A)	3,106	
11-2230-642000-19525-3325	Medicare - Non-Instructional : Learning Disabled	166	
11-2230-642000-19525-3435	H & W - Retiree Fund Non-Instr. - Learning Disabled	114	
11-2230-642000-19525-3515	SUI - Non-Instructional : Learning Disabled	82	
11-2230-642000-19525-3615	WCI - Non-Instructional : Learning Disabled	274	
11-2230-642000-19526-1250	Contract Coordinator : Physical Disabled - Maria Aguilar (70%)	47,414	
11-2230-642000-19526-2130	Classified Employees : Physical Disabled - Amy Treat (100%)	43,728	
11-2230-642000-19526-3115	STRS - Non-Instructional : Physical Disabled	3,984	
11-2230-642000-19526-3215	PERS - Non-Instructional : Physical Disabled	4,682	
11-2230-642000-19526-3315	OASDHI - Non-Instructional : Physical Disabled	2,730	
11-2230-642000-19526-3325	Medicare - Non-Instructional : Physical Disabled	1,337	
11-2230-642000-19526-3415	H & W - Non-Instructional : Physical Disabled	21,863	
11-2230-642000-19526-3435	H & W - Retiree Fund Non-Intr. : Physical Disabled	934	
11-2230-642000-19526-3515	SUI - Non-Instructional : Physical Disabled	672	
11-2230-642000-19526-3615	WCI - Non-Instructional : Physical Disabled	2,241	
11-2230-642000-19526-3915	Other Benefits - Non-Instru	2,225	
Totals for PROJECT: 2230	DSPS - SAC (Match Fund)	585,539	585,539

SPECIAL PROJECT DETAILED BUDGET #2230

**NAME: DSPS - SAC
FISCAL YEAR: 2010/11**

CONTRACT PERIOD: 7/01/10 - 6/30/11
CONTRACT INCOME: \$1,081,425 (SAC Allocation)

PROJ. ADM. S. LUNDQUIST
PROJ. DIR. J. MATHIS

GL Account	Description	Debit	Credit
12-2230-00000-10000-8623	DSPS : Santa Ana College (Rev)		1,081,425
12-2230-493010-19522-1110	Contract Instructors : DSPS CEC - Mary Smorstok Stephens (49%)	49,497	
12-2230-493010-19522-3111	STRS - Instructional : DSPS CEC	4,134	
12-2230-493010-19522-3321	Medicare - Instructional : DSPS CEC	727	
12-2230-493010-19522-3411	H & W - Instructional : DSPS CEC	9,885	
12-2230-493010-19522-3431	H & W - Retiree Fund Inst : DSPS CEC	501	
12-2230-493010-19522-3511	SUI - Instructional : DSPS CEC	361	
12-2230-493010-19522-3611	WCI - Instructional : DSPS CEC	1,203	
12-2230-493010-19522-3911	Other Benefits - Instructional : DSPS CEC	617	
12-2230-493030-19522-2410	Inst Assistant - Ongoing : DSPS CEC - Ann Herrlein	10,202	
12-2230-493030-19522-3321	Medicare - Instructional : DSPS CEC	148	
12-2230-493030-19522-3331	PARS - Instructional : DSPS CEC	133	
12-2230-493030-19522-3431	H & W - Retiree Fund Inst : DSPS CEC	102	
12-2230-493030-19522-3511	SUI - Instructional : DSPS CEC	73	
12-2230-493030-19522-3611	WCI - Instructional : DSPS CEC	245	
12-2230-493031-19522-1280	Contract - Reassigned Time : DSPS CEC - Mary Smorstok Stephen (1.3%)	1,294	
12-2230-493031-19522-3115	STRS - Non-Instructional : DSPS CEC	108	
12-2230-493031-19522-3325	Medicare - Non-Instructional : DSPS CEC	19	
12-2230-493031-19522-3415	H & W - Non-Instructional : DSPS CEC	258	
12-2230-493031-19522-3435	H & W - Retiree Fund Non-Instr. - DSPS CEC	13	
12-2230-493031-19522-3515	SUI - Non-Instructional : DSPS CEC	9	
12-2230-493031-19522-3615	WCI - Non-Instructional : DSPS CEC	31	
12-2230-493031-19525-2420	Inst Assistant - Hourly : Learning Disabled - Krzem & Fregoso	27,063	
12-2230-493031-19525-3321	Medicare - Instructional : Learning Disabled	392	
12-2230-493031-19525-3331	PARS - Instructional : Learning Disabled	352	
12-2230-493031-19525-3411	H & W - Instructional : Learning Disabled	-	
12-2230-493031-19525-3431	H & W - Retiree Fund Inst : Learning Disabled	271	
12-2230-493031-19525-3511	SUI - Instructional : Learning Disabled	195	
12-2230-493031-19525-3611	WCI - Instructional : Learning Disabled	650	
12-2230-642000-19521-1210	Academic Management : DSPS - Jane Mathis (40%)	40,493	
12-2230-642000-19521-1454	Int/Sum Beyond Contr-Coordinator : DSPS - Maria Aguilar	2,723	
12-2230-642000-19521-2130	Classified Employees : DSPS - Norma Castillo (100%)	57,908	
12-2230-642000-19521-3115	STRS - Non-Instructional : DSPS	3,633	
12-2230-642000-19521-3215	PERS - Non-Instructional : DSPS	6,200	
12-2230-642000-19521-3315	OASDHI - Non-Instructional : DSPS	3,674	
12-2230-642000-19521-3325	Medicare - Non-Instructional : DSPS	1,471	
12-2230-642000-19521-3415	H & W - Non-Instructional : DSPS	17,081	
12-2230-642000-19521-3435	H & W - Retiree Fund Non-Intr. : DSPS	1,033	
12-2230-642000-19521-3515	SUI - Non-Instructional : DSPS	744	
12-2230-642000-19521-3615	WCI - Non-Instructional : DSPS	2,479	
12-2230-642000-19521-3915	Other Benefits - Non-Instructional : DSPS	2,174	
12-2230-642000-19521-4310	Instructional Supplies : DSPS	1,046	

SPECIAL PROJECT DETAILED BUDGET #2230

**NAME: DSPS - SAC
FISCAL YEAR: 2010/11**

CONTRACT PERIOD: 7/01/10 - 6/30/11
CONTRACT INCOME: \$1,081,425 (SAC Allocation)

PROJ. ADM. S. LUNDQUIST
PROJ. DIR. J. MATHIS

GL Account	Description	Debit	Credit
12-2230-642000-19521-5630	Maint Contract - Office Equipment : DSPS	3,005	
12-2230-642000-19521-5845	Excess/Copies Usage : DSPS	1,180	
12-2230-642000-19523-1250	Contract Coordinator : Deaf & Hard of Hearing (DHH) - Monica Collins (46%)	40,192	
12-2230-642000-19523-2320	Classified Employees - Hourly : DHH - Enterpreters	238,790	
12-2230-642000-19523-3215	PERS - Non-Instructional : DHH	23,031	
12-2230-642000-19523-3315	OASDHI - Non-Instructional : DHH	13,537	
12-2230-642000-19523-3325	Medicare - Non-Instructional DHH	5,709	
12-2230-642000-19523-3335	PARS - Non-Instructional : DHH	2,280	
12-2230-642000-19523-3415	H & W - Non-Instructional : DHH	5,299	
12-2230-642000-19523-3435	H & W - Retiree Fund Non-Intr. : DHH	3,915	
12-2230-642000-19523-3515	SUI - Non-Instructional : DHH	2,819	
12-2230-642000-19523-3615	WCI - Non-Instructional : DHH	9,396	
12-2230-642000-19523-3915	Other Benefits - Non-Instructional : DHH	570	
12-2230-642000-19523-5100	Contracted Services : Deaf & HH	128,458	
12-2230-642000-19524-1484	Int/Sum Beynd Contr-Reassigned Time : High Tech Ctr - Don Dutton	953	
12-2230-642000-19524-2130	Classified Employees : High Tech Ctr - Angela Tran (7.49% for 1B-3B) - Angela Tran (100% for 4B - 12B)	41,406	
12-2230-642000-19524-3115	STRS - Non-Instructional : High Tech Ctr	79	
12-2230-642000-19524-3215	PERS - Non-Instructional :	4,433	
12-2230-642000-19524-3315	OASDHI - Non-Instructional	2,631	
12-2230-642000-19524-3325	Medicare - Non-Instructiona	629	
12-2230-642000-19524-3415	H & W - Non-Instructional :	7,405	
12-2230-642000-19524-3435	H & W - Retiree Fund Non-In	434	
12-2230-642000-19524-3515	SUI - Non-Instructional : H	312	
12-2230-642000-19524-3615	WCI - Non-Instructional : H	1,041	
12-2230-642000-19524-3915	Other Benefits - Non-Instru	1,038	
12-2230-642000-19525-2130	Classified Employees : Learning Disabled - Louise Janus (100%) - Robert Norris (100%)	111,708	
12-2230-642000-19525-3215	PERS - Non-Instructional : Learning Disabled	11,961	
12-2230-642000-19525-3315	OASDHI - Non-Instructional : Learning Disabled	7,093	
12-2230-642000-19525-3325	Medicare - Non-Instructional : Learning Disabled	1,659	
12-2230-642000-19525-3415	H & W - Non-Instructional : Learning Disabled	15,227	
12-2230-642000-19525-3435	H & W - Retiree Fund Non-Intr. : Learning Disabled	1,144	
12-2230-642000-19525-3515	SUI - Non-Instructional : Learning Disabled	824	
12-2230-642000-19525-3615	WCI - Non-Instructional : Learning Disabled	2,746	
12-2230-642000-19525-3915	Other Benefits - Non-Instr. : Learning Disabled	2,700	
12-2230-642000-19525-4610	Non-Instructional Supplies : Learning Disabled	1,440	
12-2230-642000-19526-1250	Contract Coordinator : Physical Disabled - Maria Aguilar (Fall - 10%; Sp - 30%)	13,547	
12-2230-642000-19526-3115	STRS - Non-Instructional :	1,138	
12-2230-642000-19526-3325	Medicare - Non-Instructiona	200	
12-2230-642000-19526-3415	H & W - Non-Instructional :	3,295	
12-2230-642000-19526-3435	H & W - Retiree Fund Non-In	138	
12-2230-642000-19526-3515	SUI - Non-Instructional : P	99	

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SAC

FISCAL YEAR: 2010/11

CONTRACT PERIOD: 7/01/10 - 6/30/11
 CONTRACT INCOME: \$1,081,425 (SAC Allocation)

PROJ. ADM. S. LUNDQUIST
 PROJ. DIR. J. MATHIS

GL Account	Description	Debit	Credit
12-2230-642000-19526-3615	WCI - Non-Instructional : P	331	
12-2230-642000-19526-3915	Other Benefits - Non-Instru	250	
12-2230-642000-19527-1250	Contract Coordinator : Speech/Acquired Brain Injury - Renee Miller (41%)	35,774	
12-2230-642000-19527-1454	Int/Sum Beyond Contr-Coordi - Renee Miller (3A)	990	
12-2230-642000-19527-2130	Classified Employees : Spee - Angela Tran (92.51% for 1B-3B)	12,519	
12-2230-642000-19527-3115	STRS - Non-Instructional :	3,075	
12-2230-642000-19527-3215	PERS - Non-Instructional :	1,334	
12-2230-642000-19527-3315	OASDHI - Non-Instructional	792	
12-2230-642000-19527-3325	Medicare - Non-Instructiona	716	
12-2230-642000-19527-3415	H & W - Non-Instructional :	2,309	
12-2230-642000-19527-3435	H & W - Retiree Fund Non-In	500	
12-2230-642000-19527-3515	SUI - Non-Instructional : S	360	
12-2230-642000-19527-3615	WCI - Non-Instructional : S	1,201	
12-2230-642000-19527-3915	Other Benefits - Non-Instru	821	
12-2230-642000-19528-1250	Contract Coordinator : Psychological Disabilities - Susana Salgado (51%)	43,710	
12-2230-642000-19528-1464	Int/Sum Beyond Contr-Physic - Susana Salgado (1A-2A)	3,970	
12-2230-642000-19528-3115	STRS - Non-Instructional :	3,986	
12-2230-642000-19528-3325	Medicare - Non-Instructiona	700	
12-2230-642000-19528-3415	H & W - Non-Instructional :	2,861	
12-2230-642000-19528-3435	H & W - Retiree Fund Non-In	483	
12-2230-642000-19528-3515	SUI - Non-Instructional : P	348	
12-2230-642000-19528-3615	WCI - Non-Instructional : P	1,160	
12-2230-642000-19528-3915	Other Benefits - Non-Instru	632	
Totals for PROJECT: 2230	DSPS : Santa Ana College	1,081,425	1,081,425

SPECIAL PROJECTS DETAILED BUDGET #2XXX
NAME: EWD Workforce Innovation Partnerships (District)
FISCAL YEAR: 2010/2011

CONTRACT TERM: 5/10/2011 - 01/31/2013
 CONTRACT AWARD: \$225,000
 Grant #: 10-292-870

PROJ ADM: Enrique Perez
 PROJ DIR: Gustavo Chamorro

Date: 05/13/2011

Account String					Description	New Budget	
Fd	Prj	Tops	Dept	Code		Debit	Credit
12	2XXX	000000	50000	8659	Other Reimb Categorical Allow : District Operations		225,000
12	2XXX	602000	53305	5100	Contracted Services : Educational Services Office * Sub-contract with CCROP for \$198,000 (includes 4% indirect on grant-funded direct costs, excluding capital outlay/equipment @ \$49,000 and subcontract costs @ \$32,070) * Contracted Services: ACT WorkKeys and KeyTrain for 50 students @ \$300/student = \$15,000	213,000	
12	2XXX	679000	53305	2130	Classified Employees : Educational Services Office	4,898	
12	2XXX	679000	53305	3215	PERS - Non-Instructional : Educational Services Off	524	
12	2XXX	679000	53305	3315	OASDHI - Non-Instructional : Educational Services O	312	
12	2XXX	679000	53305	3325	Medicare - Non-Instructional : Educational Services	73	
12	2XXX	679000	53305	3415	H & W - Non-Instructional : Educational Services Of	1,806	
12	2XXX	679000	53305	3435	H & W - Retiree Fund Non-Inst : Educational Service	50	
12	2XXX	679000	53305	3515	SUI - Non-Instructional : Educational Services Offi	36	
12	2XXX	679000	53305	3615	WCI - Non-Instructional : Educational Services Offi	120	
12	2XXX	679000	53305	3915	Other Benefits - Non-Instruct : Educational Service	142	
12	2XXX	679000	53305	4610	Non-Instructional Supplies : Educational Services	3,000	
12	2XXX	672000	50000	5865	Indirect Costs : District Operations *(4% indirect of grant-funded direct costs - exclude CCROP sub-agreement costs)	1,039	
Total - EWD WIP						225,000	225,000

100% of project Match will be provided by CCROP:			
D.R.E.A.M Pathway Project (Design, RP/Robotics, Engineering, Art and Manufacturing)			
High School Instructional Staff:			
Four (4) pathway teachers @ \$400/day x 180 days		288,000	
OCDE/ROP staff:			
Curriculum Coordinator @ 10%		9,044	
Curriculum Specialist @ 10%		8,373	
Employee Benefits:			
CCROP Curriculum Staff		6,221	
High School Teachers		37,944	
Total Match provided by CCROP:		349,582	

SPECIAL PROJECT DETAILED SPREADSHEET #3xxx
NAME: Kaleidoscope Project (SAC & SCC)
FISCAL YEAR: 2010/2011

CONTRACT TERM: 5/1/11 - 6/30/12
 CONTRCT AMOUNT: \$70,000
 Subward from Cerritos College for the Next Generation Learning Challenges Grant

PROJ ADM: A. Mora, N. Fujimoto
 PROJ DIR:
 DATE: 5/13/11

Account String	Description	Debit	Credit
Santa Ana College			
English (SAC)			
12-3xxx-000000-10000-8891	Other Local Revenues - Special Project		32,506
12-3xxx-150100-15620-1311	Instructors - Short-Term Substitutes	2,515	
12-3xxx-150100-15620-1313	Instructors - Beyond Contract	12,934	
12-3xxx-150100-15620-3111	STRS - Instructional	1,274	
12-3xxx-150100-15620-3321	Medicare - Instructional	224	
12-3xxx-150100-15620-3431	H & W Ret Fnd - Instructional	154	
12-3xxx-150100-15620-3511	SUI - Instructional	111	
12-3xxx-150100-15620-3611	WCI - Instructional	370	
12-3xxx-602000-15620-1483	Instructors - Beyond Contract Reassigned Time	6,467	
12-3xxx-602000-15620-1484	Instructors - Bey Cont Reassigned Time Int/Sum	6,467	
12-3xxx-602000-15620-3115	STRS - Non-Instructional	1,068	
12-3xxx-602000-15620-3325	Medicare - Non-Instructional	188	
12-3xxx-602000-15620-3435	H & W Ret Fnd - Non-instructional	130	
12-3xxx-602000-15620-3515	SUI -Non-instructional	94	
12-3xxx-602000-15620-3615	WCI - Non-instructional	310	
12-3xxx-602000-15620-4610	Supplies	0	
12-3xxx-675000-15620-5210	Conferences	150	
12-3xxx-675000-15620-5220	Mileage	50	
Santiago Canyon College			
Mathematics (SCC)			
12-3xxx-000000-20000-8891	Other Local Revenues - Special Project		32,707
12-3xxx-170100-25150-1311	Instructors - Short-Term Substitutes	1,257	
12-3xxx-170100-25150-1313	Instructors - Beyond Contract	8,623	
12-3xxx-170100-25150-3111	STRS - Instructional	815	
12-3xxx-170100-25150-3321	Medicare - Instructional	143	
12-3xxx-170100-25150-3431	H & W Ret Fnd - Instructional	99	
12-3xxx-170100-25150-3511	SUI - Instructional	71	
12-3xxx-170100-25150-3611	WCI - Instructional	237	
12-3xxx-602000-25150-1483	Instructors - Beyond Contract Reassigned Time	3,234	
12-3xxx-602000-25150-1484	Instructors - Bey Cont Reassigned Time Int/Sum	3,234	

SPECIAL PROJECT DETAILED SPREADSHEET #3xxx

NAME: Kaleidoscope Project (SAC & SCC)

FISCAL YEAR: 2010/2011

CONTRACT TERM: 5/1/11 - 6/30/12

PROJ ADM: A. Mora, N. Fujimoto

CONTRACT AMOUNT: \$70,000

PROJ DIR:

Subward from Cerritos College for the Next Generation Learning Challenges Grant

DATE: 5/13/11

Account String	Description	Debit	Credit
12-3xxx-602000-25150-3115	STRS - Non-Instructional	534	
12-3xxx-602000-25150-3325	Medicare - Non-Instructional	94	
12-3xxx-602000-25150-3435	H & W Ret Fnd - Non-instructional	64	
12-3xxx-602000-25150-3515	SUI -Non-instructional	46	
12-3xxx-602000-25150-3615	WCI - Non-instructional	156	
12-3xxx-602000-25150-4610	Supplies	0	
12-3xxx-675000-25150-5210	Conferences	150	
12-3xxx-675000-25150-5220	Mileage	50	
Biology (SCC)			
12-3xxx-040100-25162-1311	Instructors - Short-Term Substitutes	1,257	
12-3xxx-040100-25162-1313	Instructors - Beyond Contract	4,311	
12-3xxx-040100-25162-3111	STRS - Instructional	460	
12-3xxx-040100-25162-3321	Medicare - Instructional	81	
12-3xxx-040100-25162-3431	H & W Ret Fnd - Instructional	56	
12-3xxx-040100-25162-3511	SUI - Instructional	40	
12-3xxx-040100-25162-3611	WCI - Instructional	133	
12-3xxx-602000-25162-1483	Instructors - Beyond Contract Reassigned Time	3,234	
12-3xxx-602000-25162-1484	Instructors - Bey Cont Reassigned Time Int/Sum	3,234	
12-3xxx-602000-25162-3115	STRS - Non-Instructional	534	
12-3xxx-602000-25162-3325	Medicare - Non-Instructional	94	
12-3xxx-602000-25162-3435	H & W Ret Fnd - Non-instructional	64	
12-3xxx-602000-25162-3515	SUI -Non-instructional	46	
12-3xxx-602000-25162-3615	WCI - Non-instructional	156	
12-3xxx-602000-25162-4610	Supplies	0	
12-3xxx-675000-25162-5210	Conferences	150	
12-3xxx-675000-25162-5220	Mileage	50	
District Office - Research			
12-3xxx-000000-50000-8891	Other Local Revenues - Special Project		4,787
12-3xxx-679000-53340-4610	Supplies for assessment	4,787	
TOTAL PROJECT BUDGET		70,000	70,000

SPECIAL PROJECT DETAILED BUDGET #1902
NAME: WIA Center for Nursing II - Year 2 of 5
FISCAL YEAR: 2010/2011

Contract Term: 1/1/11 - 12/31/11
 Contract Amount: \$367,000
 Contract Number: 10-109-11

Proj Adm: Becky Miller
 Proj Dir: Gina Giroux
 Date: 05/11/11

Account String	Description	Debit	Credit
11-0000-000004-10000-1110	Fixed Salary Costs Match		74,519
11-0000-000004-10000-3411	Fixed Benefit Costs Match		21,556
11-0000-672000-50000-5865	Indirect Costs		60,055
11-1902-123010-16640-1250	Contract Coordinator : Nursing 100% Teresa Simbro - NCLEX Coord Jan-Jun '11	48,812	
11-1902-123010-16640-1280	Contract - Reassigned Time : Nursing 25% Gina Giroux - Project Director July-Dec '11	13,301	
11-1902-123010-16640-3115	STRS - Non-Instructional : Nursing	5,124	
11-1902-123010-16640-3325	Medicare - Non-Instructional : Nursing	912	
11-1902-123010-16640-3415	H & W - Non-Instructional : Nursing	8,477	
11-1902-123010-16640-3435	H & W - Retiree Fund Non-Inst : Nursing	628	
11-1902-123010-16640-3515	SUI - Non-Instructional : Nursing	453	
11-1902-123010-16640-3615	WCI - Non-Instructional : Nursing	1,509	
11-1902-123010-16640-3915	Other Benefits - Non-Instruct : Nursing	766	
11-1901-601000-16100-1210	Academic Management : Sci, Becky Miller 20% July-Dec '11	12,406	
11-1901-601000-16100-3115	STRS - Non-Instructional :	1,023	
11-1901-601000-16100-3325	Medicare - Non-Instructiona	181	
11-1901-601000-16100-3415	H & W - Non-Instructional :	1,865	
11-1901-601000-16100-3435	H & W - Retiree Fund Non-In	125	
11-1901-601000-16100-3515	SUI - Non-Instructional : S	90	
11-1901-601000-16100-3615	WCI - Non-Instructional : S	300	
11-1901-601000-16100-3915	Other Benefits - Non-Instru	103	
11-1902-672000-50000-5864	Indirect Costs : District Operations 18% grant-funded direct-costs	60,055	
	RSCCD Match Contribution	156,130	156,130
	Mila Paunovic - ECP: 3.34 LHE summer and 11 LHE fall 2011 paid out of #3710 SJH Clinical Training grant	45,084	
	Saint Joseph Hospital: value of classroom, lab, office and library space contributed to the project	125,466	
	Preceptors' in-kind time: 12 nurses x 96 hrs x \$35/hr	40,320	
	TOTAL MATCH	367,000	

SPECIAL PROJECT DETAILED BUDGET #1902
NAME: WIA Center for Nursing II - Year 2 of 5
FISCAL YEAR: 2010/2011

Contract Term: 1/1/11 - 12/31/11
 Contract Amount: \$367,000
 Contract Number: 10-109-11

Proj Adm: Becky Miller
 Proj Dir: Gina Giroux
 Date: 05/11/11

Account String	Description	Debit	Credit
12-1902-000000-10000-8130	Workforce Investment Act(JTPA) : Santa Ana Co		333,637
12-1902-000000-50000-8130	Workforce Investment Act(JTPA) : District Ope		33,364
TOP: 123010 - Registered Nursing			
12-1902-123010-16640-1110	Instructor - Contract	33,997	
12-1902-123010-16640-1280	Instructor - Contract Reassigned Time : Nursing 25% Gina Giroux - Project Director Jan-Dec 2011	26,603	
12-1902-123010-16640-1310	Instructors - Part-Time	85,547	
12-1902-123010-16640-1311	Instructors - Short Term Substitutes	3,593	
12-1902-123010-16640-1484	Instructor - Bey Contract Summer Gina Giroux	1,828	
12-1902-123010-16640-1485	Instructor - Part-Time Summer	4,635	
12-1902-123010-16640-2130	Classified Employees : Nursing Dawn Williams 100% Feb-Dec '11 Elva Negrete 100% Stud Svcs. Coord. July-Dec '11	67,522	
12-1902-123010-16640-2320	Classified Employees - Short-Term Hourly Amanda McClean Jan-March '11	2,082	
12-1902-123010-16640-2420	Inst Assistant - Hourly : Nursing Tutors	18,258	
12-1902-123010-16640-2440	Instructional Assciates : Nursing CTAs	16,800	
12-1902-123010-16640-3111	STRS - Instructional : Nursing	10,542	
12-1902-123010-16640-3115	STRS - Non-Instructional : Nursing	2,346	
12-1902-123010-16640-3215	PERS - Non-Instructional : Nursing	7,454	
12-1902-123010-16640-3315	OASDHI - Non-Instructional : Nursing	4,439	
12-1902-123010-16640-3321	Medicare - Instructional : Nursing	2,371	
12-1902-123010-16640-3325	Medicare - Non-Instructional : Nursing	1,454	
12-1902-123010-16640-3331	PARS - Instructional : Nursing	455	
12-1902-123010-16640-3335	PARS - Non-Instructional : Nursing	0	
12-1902-123010-16640-3411	H & W - Instructional : Nursing	5,011	
12-1902-123010-16640-3415	H & W - Non-Instructional : Nursing	12,018	
12-1902-123010-16640-3431	H & W - Retiree Fund Inst : Nursing	1,634	
12-1902-123010-16640-3435	H & W - Retiree Fund Non-Inst : Nursing	1,004	
12-1902-123010-16640-3511	SUI - Instructional : Nursing	1,175	
12-1902-123010-16640-3515	SUI - Non-Instructional : Nursing	722	
12-1902-123010-16640-3611	WCI - Instructional : Nursing	3,918	
12-1902-123010-16640-3615	WCI - Non-Instructional : Nursing	2,409	
12-1902-123010-16640-3911	Other Benefits - Instructional : Nursing	600	
12-1902-123010-16640-3915	Other Benefits - Non-Instruct : Nursing	2,310	
12-1902-123010-16640-4610	Non-Instructional Supplies : Nursing	1,110	
12-1902-123010-16640-6411	Equipment - Fed Prog \$200+	1,800	
TOP: 675000 - Staff Development			
12-1902-675000-16640-5210	Conference Expenses : Nursing	10,000	
	SUBTOTAL DIRECT COSTS	333,637	
TOP: 672000 - Fiscal			
12-1902-672000-50000-5865	Indirect Costs : District Operations (10% of grant-funded direct costs)	33,364	
	TOTAL PROJECT COSTS	367,000	
		367,000	367,000

SPECIAL PROJECTS DETAILED BUDGET #2XXX

NAME: Youth Entrepreneurship Project - Faculty Mini Grants Program (District)

FISCAL YEAR: 2010/2011

CONTRACT TERM: 12/1/2010 - 6/30/2011

CONTRACT AWARD: \$90,000

Grant #: 10-172-055

PROJ ADM: Enrique Perez

PROJ DIR: Michael Roessler

Date: 05/13/2011

Account String					Description	New Budget	
Fd	Prj	Tops	Dept	Code		Debit	Credit
12	2XXX	000000	50000	8659	Other Reimb Categorical Allow : District Operations		90,000
12	2XXX	672000	50000	5865	Indirect Costs : District Operations <i>(4% of grant-funded direct costs)</i>	3,462	
12	2XXX	675000	53305	5210	Conference Expenses : Educational Services Office	0	
12	2XXX	684000	53305	5100	Contracted Services : Educational Services Office	81,138	
12	2XXX	684000	53305	5230	District In-Service Activities : Educational Servic	0	
12	2XXX	684000	53345	2130	Classified Employees : Resource Development	3,346	
12	2XXX	684000	53345	3215	PERS - Non-Instructional : Resource Development	358	
12	2XXX	684000	53345	3315	OASDHI - Non-Instructional : Resource Developmen	213	
12	2XXX	684000	53345	3325	Medicare - Non-Instructional : Resource Developme	50	
12	2XXX	684000	53345	3415	H & W - Non-Instructional : Resource Development	1,179	
12	2XXX	684000	53345	3435	H & W - Retiree Fund Non-Inst : Resource Developm	34	
12	2XXX	684000	53345	3515	SUI - Non-Instructional : Resource Development	40	
12	2XXX	684000	53345	3615	WCI - Non-Instructional : Resource Development	83	
12	2XXX	684000	53345	3915	Other Benefits - Non-Instruct : Resource Developme	97	
					Total - YEP Faculty Mini Grants Program	90,000	90,000

SPECIAL PROJECT DETAILED BUDGET #2284
NAME: Enrollment Growth for Nursing ADN Programs - Year 2 (SAC)
FISCAL YEAR 2011/2012

CONTRACT TERM: 7/1/11 - 6/30/12
 CONTRACT AWARD: \$101,087
 Contract #: 10-116-033

PROJ ADM: Becky Miller
 Date 5/12/11

Account String	Description	Debit	Credit
12-2284-000000-10000-8659	Other Reimb Categorical All		97,199
12-2284-000000-50000-8659	Other Reimb Categorical All		3,888
12-2284-123010-16640-1310	Part-Time Instructors : Nur	41,838	
12-2284-123010-16640-1313	Beyond Contract-Instructors	1,401	
12-2284-123010-16640-1483	Beyond Contr - Reassigned T	500	
12-2284-123010-16640-1484	Int/Sum Beynd Contr-Reassig	0	
12-2284-123010-16640-2320	Classified Employees - Hour	3,765	
12-2284-123010-16640-2440	Instructional Assciates : N	11,800	
12-2284-123010-16640-3111	STRS - Instructional : Nurs	3,899	
12-2284-123010-16640-3115	STRS - Non-Instructional :	0	
12-2284-123010-16640-3215	PERS - Non-Instructional :	1,164	
12-2284-123010-16640-3315	OASDHI - Non-Instructional	743	
12-2284-123010-16640-3321	Medicare - Instructional :	991	
12-2284-123010-16640-3325	Medicare - Non-Instructiona	0	
12-2284-123010-16640-3331	PARS - Instructional : Nurs	417	
12-2284-123010-16640-3431	H & W - Retiree Fund Inst :	683	
12-2284-123010-16640-3435	H & W - Retiree Fund Non-In	0	
12-2284-123010-16640-3511	SUI - Instructional : Nursi	205	
12-2284-123010-16640-3515	SUI - Non-Instructional : N	0	
12-2284-123010-16640-3611	WCI - Instructional : Nursi	1,503	
12-2284-123010-16640-3615	WCI - Non-Instructional : N	0	
12-2284-123010-16640-4610	Non-Instructional Supplies	3,163	
12-2284-123010-16640-5630	Maint Contract - Office Equ	607	
12-2284-123010-16640-5845	Excess/Copies Useage : Nurs	1,420	
12-2284-123010-16640-6220	Building Improvements : Nur	0	
12-2284-123010-16640-6410	Equipment - All Other > \$1,	1,300	
12-2284-123010-16640-6415	Equipment - Technology >\$1,	5,000	
12-2284-123010-16640-6419	Equip/Software - >\$200 <\$1,	600	
12-2284-631000-15310-1430	Part-Time Counselors : Coun	7,067	
12-2284-631000-15310-3115	STRS - Non-Instructional :	583	
12-2284-631000-15310-3325	Medicare - Non-Instructiona	102	
12-2284-631000-15310-3435	H & W - Retiree Fund Non-In	71	
12-2284-631000-15310-3515	SUI - Non-Instructional : C	22	
12-2284-631000-15310-3615	WCI - Non-Instructional : C	155	
12-2284-672000-50000-5865	Indirect Costs : District O (4%)	3,888	
12-2284-675000-16640-5210	Conference Expenses : Nursi	1,000	
12-2284-732000-16640-7610	Books Paid for Students : N	3,000	
12-2284-732000-16640-7620	Fees Paid for Students : Nu	4,200	
Totals for PROJECT: 2284		101,087	101,087

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

Adoption of Resolution Authorizing Payment to Trustee Absent from Board Meetings

Resolution No. 11-17

Whereas, California Education Code Section 72024(5d) provides that “a member (of the Board of Trustees) may be paid for any meeting when absent if the Board by Resolution duly adopted and included in its minutes find that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board,” and

Whereas, on May 10, 2011, the Board of Trustees of the Rancho Santiago Community College District held a regular board meeting; and

Whereas, Trustee Phillip Yarbrough was not present at the board meeting; and

Whereas, the board has determined that Trustee Yarbrough’s absence was due to a surgical procedure;

NOW, THEREFORE, BE IT RESOLVED that Trustee Yarbrough shall be paid at the regular rate of compensation for the board meeting on May 10, 2011.

Dated this 23rd day of May 2011.

Ayes:
Noes:
Absent:
Abstain:

Raúl Rodríguez, Ph.D.
Secretary to the Board of Trustees

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

Adoption of Resolution Authorizing Payment to Trustee Absent from Board Meetings

Resolution No. 11-18

Whereas, California Education Code Section 72024(5d) provides that “a member (of the Board of Trustees) may be paid for any meeting when absent if the Board by Resolution duly adopted and included in its minutes find that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board,” and

Whereas, on May 10, 2011, the Board of Trustees of the Rancho Santiago Community College District held a regular board meeting; and

Whereas, Trustee David Chapel was not present at the board meeting; and

Whereas, the board has determined that Trustee Chapel’s absence was due to family business;

NOW, THEREFORE, BE IT RESOLVED that Trustee Chapel shall be paid at the regular rate of compensation for the board meeting on May 10, 2011.

Dated this 23rd day of May 2011.

Ayes:
Noes:
Absent:
Abstain:

Raúl Rodríguez, Ph.D.
Secretary to the Board of Trustees