

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, May 7, 2012
2323 North Broadway, #107
Santa Ana, CA 92706

Vision Statement (Board of Trustees)

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

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

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

Americans with Disabilities Acts (ADA)

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

A G E N D A

1.0 PROCEDURAL MATTERS 4:30 p.m.

1.1 Call to Order

1.2 Pledge of Allegiance to the United States Flag

1.3 Approval of Additions or Corrections to Agenda Action

1.4 Public Comment

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

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

1.5 Approval of Minutes – Regular meeting of April 23, 2012 Action

1.6 Approval of Consent Calendar Action

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

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

- 1.7 Public Hearing – Child Development Center – CSEA Chapter 888 Initial Proposal to Rancho Santiago Community College District
- 1.8 Public Hearing – Rancho Santiago Community College District Initial Bargaining Proposal to Child Development Centers – CSEA Chapter 888
- 1.9 Public Hearing – Intent to Enter into an Easement with AT&T for the Establishment and Maintenance of Underground Facilities at Santa Ana College
- 1.10 Public Hearing – Intent to Enter into an Easement with Southern California Edison to Establish Underground Electrical Supply and Communications Facility at Santa Ana College
- 1.11 Presentation on New Trustee Area Boundaries
- 1.12 Adoption of Resolution No. 12-26 in Honor of Classified School Employee Week - May 20-26, 2012 Action
The administration recommends adoption of Resolution No. 12-26.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

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

RECESS TO CLOSED SESSION

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

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

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

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Part-time Faculty
 - b. Classified Staff
 - c. Student Workers
 - d. Professional Experts
 - e. Educational Administrator Appointments
 - (1) Dean

2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services
Employee Organizations: Faculty Association of Rancho Santiago Community College District
California School Employees Association, Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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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

- | | |
|--|-----------------------------|
| <p>3.1 <u>Management/Academic Personnel</u></p> <ul style="list-style-type: none">• Approval of Appointments• Ratification of Resignations/Retirements• Approval of Additional Contract Extension Days for 2011-2012• Approval of Stipends• Approval of Part-time Hourly Hires/Rehires | <p><u>Action</u></p> |
| <p>3.2 <u>Classified Personnel</u></p> <ul style="list-style-type: none">• Approval of New Appointments• Approval of Leaves of Absence• Ratification of Resignations/Retirements• Approval of Temporary Assignments• Approval of Changes in Temporary Assignments• Approval of Substitute Assignments• Approval of Miscellaneous Positions• Approval of Instructional Associates/Associate Assistants• Approval of Volunteers• Approval of Student Assistant Lists | <p><u>Action</u></p> |

4.0 INSTRUCTION

- *4.1 Approval of Amendment of Permit for Use Agreement Action
The administration recommends approval of the amendment of Permit for Use Agreement with ADCAMP, Inc., on behalf of Santa Ana College.

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 Increases/Decreases and Budget Transfers Action
The administration recommends approval of budget increases, decreases and transfers during the month of March 2012.
- *5.3 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended March 31, 2012 Action
The administration recommends approval of the Quarterly Financial Status Report (CCFS-311Q) for period ending March 31, 2012.
- *5.4 Approval of Resolution No. 12-25 regarding Expenditure Transfers to Permit Payment of Obligations Action
The administration recommends approval of the resolution regarding expenditure transfers to permit payment of obligations.
- 5.5 Quarterly Investment Report as of March 31, 2012 Information
The quarterly investment report as of March 31, 2012, is presented as information.
- *5.6 Approval of Increase of Architect Services Agreement with Westberg+White – Phase I, Package 4, New Parking Lot/Adjacent Campus Road Alignment and Package 5, West and East End of Campus Pedestrian Mall at Santa Ana College Action
The administration recommends approval of the agreement with Westberg+White for Phase I, Package 4, new parking lot/adjacent campus road alignment and Package 5, West and East end of the campus pedestrian mall at SAC as presented.
- *5.7 Approval of Architect Services Agreement with Westberg+White – Phase I, Central Plant Energy Analysis/Schematic Design Phase at Santa Ana College Action
The administration recommends approval of the agreement with Westberg+White for Phase I, central plant energy analysis/schematic design phase at SAC as presented.

- *5.8 Approval of Change Order #1 for Bid #1179 for Road Alignment/
Cul-de-Sac and Parking Lot Expansion at Santa Ana College Action
The administration recommends approval of change order #1 for Bid #1179 for road alignment/cul-de-sac and parking lot expansion at SAC as presented.
- *5.9 Approval of Notice of Completion for Bid #1163 for Santa Ana
College Baseball Complex ADA Upgrades Action
The administration recommends approval of the notice of completion for the baseball complex ADA upgrades at SAC as presented.
- *5.10 Award of Bid #1191 for Maintenance & Operations Roof at Santiago
Canyon College Action
The administration recommends awarding Bid #1191 for the Maintenance & Operations roof at Santiago Canyon College to Letner Roofing Company as presented.
- *5.11 Approval of Additional Electrical Engineering Services to Revise
Construction Documents for Security Camera Modifications for
Humanities Building at Santiago Canyon College Action
The administration recommends approval of additional electrical engineering services provided by LPA, Inc., in the amount of \$4,000 as presented.
- *5.12 Approval of Using State-Approved Hewlett Packard Authorized Resellers Action
The administration recommends approval of using state-approved Hewlett Packard (HP) authorized resellers for the purchase of HP computer equipment, software, peripherals and related services in accordance with the terms and conditions of the WSCA Master Price Agreement #B27146 as presented.
- *5.13 Approval of Independent Contractor Agreement with International
Consortium for Educational and Economic Development (ICEED) Action
The administration recommends approval of the independent contractor agreement with the International Consortium for Educational and Economic Development (ICEED) as presented.

6.0 GENERAL

- *6.1 Approval of First Amendment to Subcontract Agreements between
RSCCD and MOMS Orange County and CHOC/Help Me Grow for
Early Head Start Action
The administration recommends approval of the amendment to each subcontract agreement and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to enter into related contractual agreements on behalf of the district.

- *6.2 Adoption of Resolution No. 12-22 – Office of Statewide Health Planning and Development – Song-Brown Registered Nurse Capitation Grant Action
The administration recommends adoption of the resolution that authorizes the chancellor or his designee to sign and enter into a related contractual agreement on behalf of the district.
- *6.3 Adoption of Resolution No. 12-23 – Office of Statewide Health Planning and Development – Song-Brown Registered Nurse Special Program Grant Action
The administration recommends adoption of the resolution that authorizes the chancellor or his designee to sign and enter into a related contractual agreement on behalf of the district.
- 6.4 Adoption of Board Policy 9006 Action
The administration recommends adoption of the revisions to this policy.
- 6.5 Approval of Privileges for Student Trustee Action
It is recommended that the Board of Trustees approve 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.
- 6.6 Adoption of Resolution No. 12-24 and Order of Biennial Trustee Election 2012 and Specifications of the Election Order Action
The administration recommends approval of Resolution No. 12-24 and Order of Biennial Trustee Election and Specifications of the Election Order.
- 6.7 Reports from Board Committees Information
 - Board Facilities Committee
 - Orange County Community Colleges Legislative Task Force
- 6.8 Board Member Comments Information
- 7.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on May 21, 2012.

* 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)

Monday, April 23, 2012

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:31 p.m. by Mr. Phillip Yarbrough. Other members present were Ms. Arianna Barrios, Dr. David Chapel, Mr. Brian Conley, Mr. Larry Labrado, Mr. Mark McLoughlin, and Mr. Andrew Hanson. Mr. John Hanna arrived at the time noted.

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

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Mr. Ryan Ahari, Santiago Canyon College (SCC) Student Senator

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to approve an addendum for Item 3.2 (Classified Personnel) and a revised page for Item 6.5 (Criteria for Development of New Trustee Area Boundaries).

1.4 Public Comment

There were no public comments.

1.5 Approval of Minutes

It was moved by Mr. Conley, seconded by Mr. Hanson, and carried unanimously to approve the minutes of the regular meeting held April 2, 2012.

1.6 Approval of Consent Calendar

It was moved by Ms. Barrios, seconded by Mr. Hanson, 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), with the exception of Item 5.2 (2012-2013 Tentative Budget Assumptions) removed from the Consent Calendar by Mr. Hanson.

4.1 Approval of Santa Ana College (SAC) Upward Bound Summer Residential Program Contract

The board approved the agreement between Chapman University and the SAC Upward Bound Program for 2012.

4.2 Approval of Renewal for Kaplan Testing Agreement for Nursing Students

The board approved the Kaplan Testing Agreement renewal.

4.3 Confirmation of Santa Ana College Associate Degrees and Certificates Awarded in Fall 2011

The board confirmed the recipients of the SAC associate degrees and certificates awarded in fall 2011 as presented.

4.4 Confirmation of Santiago Canyon College Associate Degrees and Certificates Awarded in Fall 2011

The board confirmed the recipients of the SCC associate degrees and certificates awarded in fall 2011 as presented.

5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

5.3 Approval of Lease Agreement with Caypen, Inc

The board approved the lease agreement with Caypen, Inc and authorized the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the district as presented.

5.4 Approval of Lease Agreement with Glueper

The board approved the lease agreement with Glueper and authorized the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the district as presented.

5.5 Approval of Revision to Increase the Fiscal Impact of a Lease Agreement between RSCCD/SBDC and Brea Chamber of Commerce

The board approved the revision to increase the fiscal impact of the agreement to \$12,000 as presented.

1.6 Approval of Consent Calendar – (cont.)

- 5.6 Adoption of Resolution No. 12-16 – Intent to enter into an Easement with AT&T for Establishment and Maintenance of Underground Facilities at Santa Ana College
The board adopted Resolution No. 12-16 regarding intent to enter into an easement with AT&T at SAC and scheduled a public hearing for May 7, 2012, as presented.
- 5.7 Adoption of Resolution No. 12-18 – Intent to enter into an Easement with Southern California Edison to Establish Underground Electrical Supply and Communications Facility at Santa Ana College
The board adopted Resolution No. 12-18 regarding intent to enter into an easement with Southern California Edison at SAC and scheduled a public hearing for May 7, 2012, as presented.
- 5.8 Adoption of Resolution No. 12-20 – Masonry for Athletic/Aquatic Complex at Santiago Canyon College
The board adopted Resolution No. 12-20 for Industrial Masonry, Inc., for Bid #1137, for masonry for the Athletic/Aquatic complex at SCC as presented.
- 5.9 Approval of Additional Architectural Services for Humanities Building at Santiago Canyon College
The board approved additional services provided by LPA, Inc., in the amount of \$8,750 as presented.
- 5.10 Approval of Additional Testing Services for Athletic/Aquatic Complex at Santiago Canyon College
The board approved additional testing services for the Athletic/Aquatic complex at SCC from Reliant Testing Engineers as presented.
- 5.11 Approval for Additional Testing Services for Humanities Building at Santiago Canyon College
The board approved additional testing services for the Humanities building at SCC from Reliant Testing Engineers as presented.
- 5.12 Approval of Amendment to Existing Agreement for Consulting Services – Facilities Planning & Program Services, Inc.
The board approved the amendment to the existing agreement for consulting services for Facilities Planning & Program Services, Inc., as presented.
- 5.13 Approval of Change Order #5 for Bid #1138 – Structural Steel at Athletic/Athletic Complex at Santiago Canyon College
The board approved change order #5 for Blazing Industrial Steel, Inc., for Bid #1138 for structural steel for the Athletic/Aquatic complex at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.14 Approval of Disposal of Surplus Vehicle

The board declared the 2001 GEM Utility Cart as surplus property and to utilize Ken Porter Auctions to conduct an auction as presented.

5.15 Approval of Donation of Photographic Supplies and Equipment

The board approved the donation of the photographic supplies and equipment to Orange High School and Fullerton Union High School as presented.

5.16 Approval of Purchase Orders

The board approved the purchase order listing for the period February 25, 2012, through April 7, 2012.

6.1 Approval of Resource Development Items

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

- Disabled Students Programs & Services (DSPS) (SAC) \$1,076,772
- Early Head Start Expansion (District) - *Augmentation* \$ 886,112
- Job Development, Training, and Placement Program for the Disabled – Workability III (SAC) \$1,293,621

6.2 Adoption of Resolution No. 12-19 – Office of Statewide Health Planning and Development – Song-Brown Registered Nursing Education Program Grant

The board adopted the resolution with the Office of Statewide Health Planning and Development that authorizes the chancellor or his designee to sign and enter into a related contractual agreement on behalf of the district.

6.3 Adoption of Resolution No. 12-21 – California Department of Rehabilitation (28524)

The board adopted the resolution agreement with the California Department of Rehabilitation that authorizes the vice chancellor or his designee to sign the contract documents for the fiscal years 2012-2013 through 2014-2015.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from Chancellor

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

Mr. John Hanna arrived at this time.

2.2 Reports from College Presidents

The following college presidents provided reports to the board:

Dr. Erlinda Martinez, President, Santa Ana College
Mr. Juan Vázquez, President, Santiago Canyon College

2.3 Report from Student Trustee

Mr. Andrew Hanson provided a report to the board.

2.4 Reports from Student Presidents

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

Mr. Ryan Ahari, Student Senator, Santiago Canyon College
Ms. Evelyn Sanchez, Student President, Santa Ana College

2.5 Reports from Academic Senate Presidents

The following academic senate presidents provided reports to the board:

Mr. Morrie Barembaum, Academic Senate President, Santiago Canyon College
Mr. Raymond Hicks, Academic Senate President, Santa Ana College

It was moved by Mr. McLoughlin, seconded by Mr. Hanson, and carried unanimously to suspend the rules and consider Item 6.5 (Criteria for Development of New Trustee Area Boundaries) and Item 6.6 (Timeline for Adoption of New Trustee Area Boundaries) at this time.

6.5 Approval of Criteria for Development of New Trustee Area Boundaries

It was moved by Mr. Labrado and seconded by Mr. Hanson to select and approve the criteria to be used in the development of new trustee area boundaries. Mr. Justin Levitt, National Demographics Corporation (NDC), gave a presentation on redistricting criteria in the development of new trustee area boundaries. Discussion ensued.

It was moved by Mr. Hanna and seconded by Mr. Hanson to amend the criteria to include the following: *“No dilution of protected classes which impairs its ability to elect candidates of its choice or its ability to influence outcome of an election.”* Discussion ensued. Mr. Hanna explained that this statement of criteria is drawn from the state’s voting rights act. It ensures the district will not dilute a protected class in order to preserve a core of the existing district, enable the district to draw boundaries for a nicer shape, ensure continuity in office, or create natural man-made boundaries. Mr. Conley supported Mr. Hanna’s amendment and voiced opposition of gerrymandering.

6.5 Approval of Criteria for Development of New Trustee Area Boundaries – (cont.)

Dr. Chapel expressed concern over adding another item of criteria which would give the district another obstacle to overcome and an opportunity for those who wish to legally challenge the district. Although there may be legal challenges, Ms. Barrios and Mr. Hanna expressed support for the additional criteria.

The motion to amend the criteria carried with a nay vote from Dr. Chapel and a vote of abstention from Mr. McLoughlin.

It was moved by Mr. Conley, seconded by Mr. Hanson, and carried unanimously to approve the criteria to be used in the development of new trustee area boundaries.

6.6 Approval of Timeline for Adoption of New Trustee Area Boundaries

It was moved by Mr. Conley and seconded by Mr. Hanson to select and approve the timeline for the adoption of new trustee area boundaries. Discussion occurred during Item 6.5 (Criteria for Development of New Trustee Area Boundaries). The motion carried unanimously.

RECESS TO CLOSED SESSION

The board convened into closed session at 5:52 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Part-time Faculty
 - b. Classified Staff
 - c. Student Workers
 - d. Professional Experts
2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Mepco Services, Inc., Hartford Fire Insurance Company, vs. Rancho Santiago Community College District, and DOES 1-10, inclusive, Orange County Superior Court Case No. 30-2011-00490760-CU-BC-CJC
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
California School Employees Association, Chapter 888
Continuing Education Faculty Association
5. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

RECONVENE

The board reconvened at 6:35 p.m.

Closed Session Report

Ms. Barrios reported during closed session the board discussed public employment, existing litigation, anticipated litigation, and conferred with its labor negotiator. In addition, the board voted unanimously to approve a settlement agreement with Mepco Services and Hartford Fire Insurance Company which provides:

1. The district pays Mepco/Hartford \$1,750,000 which includes \$1,486,369 in contract balance and retention.
2. Mepco/Hartford releases the district of all claims related to the project.
3. The district accepts the standing metal seam roof as is, and releases all known claims on the project, except for latent defects.

In addition, Ms. Barrios reported the board took action to approve intervention in litigation. Once the intervention is formally commenced, the identity of the action and parties will be disclosed to interested parties on request.

Public Comment

There were no public comments.

3.0 HUMAN RESOURCES

3.1 Management/Academic Personnel

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

- Approve End of Interim Assignments>Returns to Regular Part-time Assignments
- Approve Leaves of Absence
- Approve Sabbatical Leaves of Absence
- Approve Stipends
- Approve Adjusted Hourly Lab Rates
- Approve Part-time Hourly Hires/Rehires

3.2 Classified Personnel

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

- Approve New Appointments
- Approve Longevity Increments
- Approve Out of Class Assignments
- Approve Changes in Locations/Positions

3.2 Classified Personnel – (cont.)

- Approve Changes in Salary Placements
- Approve Changes in Leaves of Absence
- Approve Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Instructional Associates/Associates Assistants
- Approve Community Service Presenters and Stipends
- Approve Volunteers
- Approve Student Assistant Lists

3.3 Approval of Non-Credit Instructional Calendar 2012-2013

It was moved by Ms. Barrios, seconded by Mr. Hanson, and carried unanimously to approve the 2012-2013 Non-Credit Instructional Calendar.

3.4 Presentation of Child Development Centers – CSEA Chapter 888 Initial Proposal to Rancho Santiago Community College District

It was moved by Ms. Barrios, seconded by Mr. Hanson, and carried unanimously to receive and file the Child Development Centers – CSEA Chapter 888 initial proposal to RSCCD and schedule a public hearing for May 7, 2012.

3.5 Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to Child Development Centers - CSEA Chapter 888

It was moved by Ms. Barrios, seconded by Mr. Hanson, and carried unanimously to receive and file the district's initial bargaining proposal to the Child Development Centers – CSEA Chapter 888 and schedule a public hearing for May 7, 2012.

3.6 Authorization for Board Travel/Conferences

It was moved by Mr. Labrado and seconded by Mr. Hanson to approve the submitted conference and travel by board members. Discussion ensued. The motion carried with one nay vote from Dr. Chapel.

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

5.2 Approval of 2012-2013 Tentative Budget Assumptions

It was moved by Ms. Barrios and seconded by Mr. Hanson to approve the Tentative Budget Assumptions for the 2012-2013 fiscal year as presented. Discussion ensued. The motion carried unanimously.

6.0 GENERAL

Items 6.1, 6.2, and 6.3 were approved as part of Item 1.6 (Consent Calendar). Items 6.5 and 6.6 were considered after Item 2.5 (Report from Academic Senate Presidents).

6.4 First Reading of Board Policy 9006 – Student Trustee

The policy was presented for a first reading as an information item.

6.7 Approval of Agreement with Lewis Consulting Group, LLC

It was moved by Dr. Chapel, seconded by Mr. Hanson, and carried unanimously to approve the agreement with Lewis Consulting Group, LLC and authorize the Vice Chancellor, Business Operations/Fiscal Services to execute the agreement on behalf of the district as presented.

6.8 Approval of Agreement with True North Research, Inc.

It was moved by Mr. Conley, seconded by Mr. Labrado, and carried unanimously to approve the agreement with True North Research, Inc. and authorize the Vice Chancellor, Business Operations/Fiscal Services to execute the agreement on behalf of the district as presented.

6.9 Board of Trustees Cast Ballot for California Community College Trustees Board of Directors Election – 2012

It was moved by Dr. Chapel and seconded by Mr. McLoughlin to cast a vote for the following candidates for the Board of Directors Election – 2012: Ms. Angela Acosta-Salazar, Mr. Doug Otto, Mr. Manny Ontiveros, and Mr. Chris Stampolis. Discussion ensued. The motion carried unanimously.

6.10 Reports from Board Committees

Mr. Labrado provided a report on the April 19, 2012, Board Facilities Committee meeting.

Ms. Barrios provided a report on the April 5, 2012, Orange County Community Colleges Legislative Task Force meeting.

6.11 Board Member Comments

Ms. Barrios asked that the meeting be closed in honor of her son's 13th birthday.

Mr. Hanson reported that he has been accepted by UCLA and UC San Diego; he hopes to receive notification from UC Berkley later this week and from Stanford and Harvard by May 15.

6.11 Board Member Comments – (cont.)

Mr. Hanson reported that he was honored to receive the Student Senate for California Community Colleges (SSCCC) Exemplarily Service Award for the Southern California Student Trustee position. He thanked SSSCC representatives from SAC and SCC for nominating him for this prestigious award.

Regarding the recent LA Times article, Mr. Labrado asked if it were possible to offer accelerated courses (for example, Math 1, 2, & 3) during a certain time frame. He asked if this were feasible due to regulations for faculty members to complete a certain amount of instruction hours.

Mr. McLoughlin gave a brief report on the recent meeting of the City of Santa Ana Oversight Board.

Mr. McLoughlin reported he participated in the SAC golf tournament on April 16 and is looking forward to participating in SCC's golf tournament on April 27.

Mr. McLoughlin invited everyone to the Floral Park Annual Home & Garden Tour on April 28-29 which benefits student scholarships for the Santa Ana Unified School District and Santa Ana College.

Mr. Conley reported he plans to attend the California Student Aid Commission meeting in Sacramento on April 26-27.

Mr. Hanna and Mr. Yarbrough expressed regret to staff on not being able to participate in the college golf tournaments.

Mr. Yarbrough gave brief reports on the City of Orange and the County of Orange Oversight Board meetings.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be on May 7, 2012.

There being no further business, Mr. Yarbrough declared this meeting adjourned at 7:06 p.m. in honor of Mr. Maxwell Deodato Lochrie on the occasion of his 13th birthday.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: May 7, 2012

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

**Resolution No. 12-26 in honor of Classified School Employee Week
May 20-26, 2012**

To recognize the event locally, CSEA's Rancho Santiago Chapter 579 requests you to adopt the following resolution:

WHEREAS, classified professionals provide valuable and essential services to the schools and students of the Rancho Santiago Community College District; and

WHEREAS, classified professionals contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified professionals serve a vital role in providing for the welfare and safety of Rancho Santiago Community College District's students, and

WHEREAS, classified professionals employed by the Rancho Santiago Community College District strive for excellence in all areas relative to the educational community;

THEREFORE, BE IT RESOLVED, that the Rancho Santiago Community College District hereby recognizes and wishes to honor the contribution of the classified professionals to quality education in the state of California and in the Rancho Santiago Community College District and declares the week of May 20-26, 2012, as Classified School Employee Week in the Rancho Santiago Community College District.

Dated this 7th day of May, 2012.

Ayes:

Noes:

Absent:

Abstain:

Raúl Rodríguez, Ph.D.
Secretary to the Board of Trustees

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**HUMAN RESOURCES DOCKET
MANAGEMENT/ACADEMIC**

May 7, 2012

MANAGEMENT

Appointment

Jaffray, Shelly
Dean
Humanities & Social Sciences Division
Santa Ana College

Effective: June 16, 2012
Salary Placement: B-4 \$134,323.69/Year

FACULTY

Ratification of Resignation/Retirement

Palmer, Barbara
Librarian
Fine & Performing Arts Division
Santa Ana College

May 19, 2012
Reason: Retirement

Additional Contract Extension Days for 11/12

Collins, Monica
Coordinator, Deaf & Hard of Hearing Program
DSPS/Special Services Division
Santa Ana College

Effective: May 21 – May 30, 2012
Contract Extension: 6 Days
Salary Placement: VI-12 \$440.10/Day

Janio, Jaroslaw
Coordinator, ESL/CASAS/EI Civics
CEC Continuing Education Division
Santa Ana College

Effective: June 1 – June 30, 2012
Contract Extension: 10 Days
Salary Placement: VII-9 \$417.42/Day
(Temporary Employee per E.C. 87470)

Stipends

Babayan, Diana
Professor, ESL
Library, Arts, Humanities &
Social Sciences Division
Santiago Canyon College

Effective: April 6, 2012
Stipend Amount: \$1,200.00
Reason: English Writing Placement
Project (BSI Grant)

Beers-McCormick, Lynnette
Associate Professor, English
Library, Arts, Humanities &
Social Sciences Division
Santiago Canyon College

Effective: April 6, 2012
Stipend Amount: \$360.00
Reason: English Writing Placement
Project (BSI Grant)

FACULTY (CONT'D)

Stipends (cont'd)

Diaz, Darlene
Associate Professor, Math
Math & Science Division
Santiago Canyon College

Effective: June 18, 2012
Stipend Amount: \$2,000.00
Reason: Math Program Facilitation
Project (Title III HIS-STEM Grant)

Elchlepp, Elizabeth
Professor, English
Library, Arts, Humanities &
Social Sciences Division
Santiago Canyon College

Effective: April 6, 2012
Stipend Amount: \$300.00
Reason: English Writing Placement
Project (BSI Grant)

Huck, Todd
Professor, English
Humanities & Social Sciences Division
Santa Ana College

Effective: January 17, 2012
Stipend Amount: \$900.00
Project (BSI Grant)

Isbell, James
Associate Professor, English
Library, Arts, Humanities &
Social Sciences Division
Santiago Canyon College

Effective: April 6, 2012
Stipend Amount: \$180.00
Reason: English Writing Placement
Project (BSI Grant)

Roe, Maureen
Professor, English
Library, Arts, Humanities &
Social Sciences Division
Santiago Canyon College

Effective: April 6, 2012
Stipend Amount: \$600.00
Reason: English Writing Placement
Project (BSI Grant)

Tragarz, Roberta
Professor, English
Library, Arts, Humanities &
Social Sciences Division
Santiago Canyon College

Effective: April 6, 2012
Stipend Amount: \$480.00
Reason: English Writing Placement
Project (BSI Grant)

Zysman, Florence
Coordinator, Academic Success Center
Library, Arts, Humanities &
Social Sciences Division
Santiago Canyon College

Effective: April 6, 2012
Stipend Amount: \$600.00
Reason: English Writing Placement
Project (BSI Grant)

FACULTY (CONT'D)

Part-time Hourly Hires/Rehires

Gomez, Maria Effective: April 16, 2012
Substitute Teacher Hourly Rate: II-1 \$17.50
Child Development Services
District Operations

Gonsowski, Steven Effective: August 20, 2012
Instructor, Art Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17
Arts, Humanities & Social Sciences Division
Santiago Canyon College

Conley, John Effective: August 20, 2012
Instructor, Geography Hourly Lecture Rate: II-3 \$54.32
Humanities and Social Sciences Division
Santa Ana College

Ruiz, Daniel Effective: May 1, 2012
Counselor Hourly Lab Rate: II-3 \$46.17
Counseling and Student Support Services Division
Santiago Canyon College

Sorrell, Daniel K Effective: August 20, 2012
Instructor, Art Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17
Fine and Performing Arts Division
Santa Ana College

Wade, Veronica Effective: May 8, 2012
Instructor, Criminal Justice (equivalency) Hourly Lecture/Lab Rates: I-3 \$51.73/\$43.97
Human Services & Technology Division
Santa Ana College

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**HUMAN RESOURCES DOCKET
CLASSIFIED
MAY 7, 2012**

CLASSIFIEDNew Appointment

Calderon, David Business Services Coordinator (CL12-0343) CITD/District	Effective: May 2, 2012 Grade 13, Step 1 \$46,625.85
Cardenas, Raul Technical Specialist I (CL12-0345) ITS	Effective: April 30, 2012 Grade 13, Step 1 \$46,625.85
Macias, Victor Marketing Specialist (CL12-0342) Educational Services/ District	Effective: May 2, 2012 Grade 12, Step 1 \$44,297.59
Rivera, Karen Financial Aid Tech (CL11-034) Financial Aid/ SAC	Effective: January 30, 2012 Grade 8, Step 1 \$36,997.52

CLASSIFIED HOURLYLeave of Absence

Fennell, Katryn Intermediate Clerk/ Student Services/SCC	Effective: 07/01/12 – 08/10/12 01/07/13 – 01/11/13 05/14/13 – 05/17/13 06/10/13 – 06/14/13 Reason: 10 Month Contract Non Work Days
Fennell, Katryn Intermediate Clerk/ Student Services/ SCC	Effective: 05/25/12 – 08/05/12 Reason: Maternity Leave

Ratification of Resignation/Retirement

Batth, Navanjot Instructional Assistant/ Math & Science/SCC	Effective: August 9, 2012 Reason: Resignation
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Ratification of Resignation/Retirement cont'd

Herrlein, Ann
Instructional Assistant-DSPS/SAC
Effective: March 23, 2012
Reason: Resignation

TEMPORARY ASSIGNMENT

Luu, Brian
Instructional Assistant/ Science & Math/
SAC
Effective: 06/11/12 – 06/30/12
07/01/12 – 07/22/12

Nguyen, Trieu
Instructional Assistant/ Science & Math/
SAC
Effective: 06/11/12 – 06/30/12
07/01/12 – 07/22/12

Tran, Wanting
Instructional Assistant/ Science & Math/
SAC
Effective: 06/11/12 – 06/30/12
07/01/12 – 07/22/12

Trujillo Zuniga, Beatrice
Sr. Clerk/ Academic Affairs/ SAC
Effective: 05/08/12 – 06/30/12

Change in Temporary Assignment

Diaz, Ana
Administrative Secretary/ District Support
Services
Effective: 04/05/12 – 06/30/12

Substitute Assignments

Landa, Alejandra
Business Services Coordinator/
DMC/District
Effective: 04/11/12 – 06/30/12

MISCELLANEOUS POSITIONS

Moore, Karen
Community Services Presenter
Effective: 04/20/12

Venidis, Alex
Community Services Presenter
Effective: 06/18/12

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Fine and Performing Arts Division

To:	Board of Trustees	Date: May 7, 2012
Re:	Approval of Amendment of Permit for Use Agreement	
Action:	Request for Approval	

BACKGROUND

The amendment is for an existing agreement with the company ADCAMP, Inc. that handles the newspaper distribution kiosks on Santa Ana College campus, including the Permit for Use Amendment. All other rights, terms, and conditions in the existing Permit for Use Agreement remain the same.

ANALYSIS

Working with RSCCD fiscal services staff the agreement was reviewed and crafted to meet the needs of the communications and media studies department (formerly journalism), Santa Ana College students, and the District's legal requirements.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Amendment of Permit for Use Agreement with ADCAMP, Inc. on behalf of Santa Ana College.

Fiscal Impact:	None	Board Date: May 7, 2012
Prepared by:	Linda Rose, Ed.D., Vice President of Academic Affairs, Santa Ana College Sylvia C. Turner, Dean of Fine and Performing Arts Division, SAC	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodriguez, Ph.D., Chancellor, RSCCD	

PERMIT FOR USE AMENDMENT

This agreement shall constitute an amendment to the Permit for Use Agreement entered into by the undersigned parties on July 21, 2008.

The parties hereby agree to extend the original term set to expire on August 24, 2013 for an additional five (5) years to expire on August 23, 2018.

Additionally, ADCAMP will replace all six (6) existing kiosks on the campus with new models, at no cost to COLLEGE. ADCAMP shall have the option of adding one or two additional kiosks on the campus, under the same terms of the Permit for Use Agreement.

All other provisions, rights and obligations in the Permit for Use Agreement shall still apply under these new terms.

ADCAMP, INC.

By: _____ Date
Daniel Zusman, President
on behalf of ADCAMP, a California corporation

Rancho Santiago Community College District

By: _____ Date
Peter Hardash, Vice Chancellor, Business Fiscal Services
on behalf of Rancho Santiago Community College District

Check Registers Submitted for Approval
Checks Written for Period 04/14/12 thru 04/30/12

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53660	General Fund Unrestricted	77,848.79	0.00	77,848.79	92*0313036	92*0313120
53661	General Fund Unrestricted	71,847.50	0.00	71,847.50	92*0313121	92*0313204
53662	General Fund Unrestricted	80,306.00	0.00	80,306.00	92*0313205	92*0313289
53663	General Fund Unrestricted	83,523.00	0.00	83,523.00	92*0313290	92*0313373
53664	General Fund Unrestricted	80,573.00	0.00	80,573.00	92*0313374	92*0313457
53665	General Fund Unrestricted	87,709.00	0.00	87,709.00	92*0313458	92*0313545
53666	General Fund Unrestricted	81,890.00	0.00	81,890.00	92*0313546	92*0313629
53667	General Fund Unrestricted	85,962.00	0.00	85,962.00	92*0313630	92*0313713
53668	General Fund Unrestricted	83,589.00	0.00	83,589.00	92*0313714	92*0313797
53669	General Fund Unrestricted	94,344.00	0.00	94,344.00	92*0313798	92*0313881
53670	General Fund Unrestricted	85,325.45	0.00	85,325.45	92*0313882	92*0313965
53671	General Fund Unrestricted	76,139.03	0.00	76,139.03	92*0313966	92*0314049
53672	General Fund Unrestricted	76,662.00	0.00	76,662.00	92*0314050	92*0314133
53673	General Fund Unrestricted	78,177.38	0.00	78,177.38	92*0314134	92*0314189
53692	General Fund Unrestricted	114,371.00	0.00	114,371.00	92*0314266	92*0314347
53693	General Fund Unrestricted	75,151.00	0.00	75,151.00	92*0314348	92*0314431
53694	General Fund Unrestricted	67,933.00	0.00	67,933.00	92*0314432	92*0314515
53695	General Fund Unrestricted	70,213.00	0.00	70,213.00	92*0314516	92*0314599
53696	General Fund Unrestricted	80,091.33	0.00	80,091.33	92*0314600	92*0314683
53697	General Fund Unrestricted	75,650.00	0.00	75,650.00	92*0314684	92*0314767
53698	General Fund Unrestricted	79,157.00	0.00	79,157.00	92*0314768	92*0314851
53699	General Fund Unrestricted	73,538.00	0.00	73,538.00	92*0314852	92*0314935
53700	General Fund Unrestricted	65,197.00	0.00	65,197.00	92*0314936	92*0315019
53701	General Fund Unrestricted	77,594.00	0.00	77,594.00	92*0315020	92*0315103
53702	General Fund Unrestricted	74,877.00	0.00	74,877.00	92*0315104	92*0315187
53703	General Fund Unrestricted	88,793.00	0.00	88,793.00	92*0315188	92*0315271
53704	General Fund Unrestricted	98,905.00	0.00	98,905.00	92*0315272	92*0315355
53705	General Fund Unrestricted	95,773.00	0.00	95,773.00	92*0315356	92*0315439
53706	General Fund Unrestricted	90,323.00	0.00	90,323.00	92*0315440	92*0315523
53707	General Fund Unrestricted	87,262.00	0.00	87,262.00	92*0315524	92*0315607
53708	General Fund Unrestricted	96,685.00	0.00	96,685.00	92*0315608	92*0315691
53709	General Fund Unrestricted	89,623.00	0.00	89,623.00	92*0315692	92*0315775
53710	General Fund Unrestricted	93,168.00	0.00	93,168.00	92*0315776	92*0315859
53711	General Fund Unrestricted	93,362.00	0.00	93,362.00	92*0315860	92*0315943
53712	General Fund Unrestricted	93,221.00	0.00	93,221.00	92*0315944	92*0316027
53713	General Fund Unrestricted	90,654.00	0.00	90,654.00	92*0316028	92*0316111
53714	General Fund Unrestricted	91,884.00	0.00	91,884.00	92*0316112	92*0316195
53715	General Fund Unrestricted	89,592.75	0.00	89,592.75	92*0316196	92*0316279
53716	General Fund Unrestricted	83,681.32	0.00	83,681.32	92*0316280	92*0316363
53717	General Fund Unrestricted	81,364.00	0.00	81,364.00	92*0316364	92*0316447
53718	General Fund Unrestricted	91,065.00	0.00	91,065.00	92*0316448	92*0316531

Check Registers Submitted for Approval
 Checks Written for Period 04/14/12 thru 04/30/12

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53719	General Fund Unrestricted	95,676.00	0.00	95,676.00	92*0316532	92*0316615
53720	General Fund Unrestricted	93,684.00	0.00	93,684.00	92*0316616	92*0316699
53721	General Fund Unrestricted	84,296.00	0.00	84,296.00	92*0316700	92*0316783
53722	General Fund Unrestricted	88,162.00	0.00	88,162.00	92*0316784	92*0316867
53723	General Fund Unrestricted	89,998.00	0.00	89,998.00	92*0316868	92*0316951
53724	General Fund Unrestricted	60,314.34	0.00	60,314.34	92*0316952	92*0317036
53725	General Fund Unrestricted	84,729.76	0.00	84,729.76	92*0317037	92*0317120
53726	General Fund Unrestricted	88,653.00	0.00	88,653.00	92*0317121	92*0317204
53727	General Fund Unrestricted	84,961.00	0.00	84,961.00	92*0317205	92*0317288
53728	General Fund Unrestricted	57,759.00	0.00	57,759.00	92*0317289	92*0317334
53729	General Fund Unrestricted	16,010.01	0.00	16,010.01	92*0317335	92*0317337
53730	General Fund Unrestricted	2,815.76	0.00	2,815.76	92*0317338	92*0317342
53731	General Fund Unrestricted	2,805.81	0.00	2,805.81	92*0317343	92*0317349
53732	General Fund Unrestricted	5,356.71	0.00	5,356.71	92*0317350	92*0317357
53733	General Fund Unrestricted	2,740.64	0.00	2,740.64	92*0317358	92*0317366
53736	General Fund Unrestricted	746.99	0.00	746.99	92*0317381	92*0317384
53737	General Fund Unrestricted	56,268.60	0.00	56,268.60	92*0317385	92*0317388
53738	General Fund Unrestricted	3,308.77	0.00	3,308.77	92*0317389	92*0317396
53739	General Fund Unrestricted	2,383.42	0.00	2,383.42	92*0317401	92*0317401
53742	General Fund Unrestricted	1,573.03	0.00	1,573.03	92*0317408	92*0317414
53743	General Fund Unrestricted	26,282.05	0.00	26,282.05	92*0317415	92*0317415
53746	General Fund Unrestricted	7,569.46	0.00	7,569.46	92*0317429	92*0317432
53747	General Fund Unrestricted	1,994.67	0.00	1,994.67	92*0317436	92*0317441
53748	General Fund Unrestricted	1,715.34	0.00	1,715.34	92*0317442	92*0317444
53749	General Fund Unrestricted	1,475.02	0.00	1,475.02	92*0317446	92*0317449
53750	General Fund Unrestricted	44,400.00	0.00	44,400.00	92*0317451	92*0317451
53751	General Fund Unrestricted	6,403.20	0.00	6,403.20	92*0317452	92*0317465
53755	General Fund Unrestricted	5,593.63	0.00	5,593.63	92*0317477	92*0317481
53756	General Fund Unrestricted	320.37	0.00	320.37	92*0317483	92*0317485
53757	General Fund Unrestricted	23,321.60	0.00	23,321.60	92*0317490	92*0317493
53758	General Fund Unrestricted	2,453.30	0.00	2,453.30	92*0317495	92*0317500
53759	General Fund Unrestricted	1,041.18	0.00	1,041.18	92*0317501	92*0317504
53760	General Fund Unrestricted	5,443.78	0.00	5,443.78	92*0317506	92*0317510
53761	General Fund Unrestricted	977.89	0.00	977.89	92*0317512	92*0317515
53770	General Fund Unrestricted	162,881.00	0.00	162,881.00	92*0317541	92*0317625
53771	General Fund Unrestricted	92,220.00	0.00	92,220.00	92*0317626	92*0317681
53772	General Fund Unrestricted	218,680.43	0.00	218,680.43	92*0317682	92*0317765
53773	General Fund Unrestricted	72,991.84	0.00	72,991.84	92*0317766	92*0317904
53774	General Fund Unrestricted	197,608.38	0.00	197,608.38	92*0317905	92*0318007
53776	General Fund Unrestricted	2,411.76	0.00	2,411.76	92*0318015	92*0318019
53777	General Fund Unrestricted	101.53	0.00	101.53	92*0318020	92*0318020

Check Registers Submitted for Approval
 Checks Written for Period 04/14/12 thru 04/30/12

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53779	General Fund Unrestricted	37,607.44	0.00	37,607.44	92*0318030	92*0318033
53780	General Fund Unrestricted	5,426.17	0.00	5,426.17	92*0318036	92*0318037
53781	General Fund Unrestricted	2,655.00	0.00	2,655.00	92*0318038	92*0318042
53785	General Fund Unrestricted	1,541.36	0.00	1,541.36	92*0318050	92*0318056
53786	General Fund Unrestricted	5,302.17	0.00	5,302.17	92*0318059	92*0318060
53787	General Fund Unrestricted	930.50	0.00	930.50	92*0318065	92*0318070
53788	General Fund Unrestricted	2,696.20	0.00	2,696.20	92*0318071	92*0318076
53790	General Fund Unrestricted	7,574.10	0.00	7,574.10	92*0318082	92*0318082
53791	General Fund Unrestricted	2,785.50	0.00	2,785.50	92*0318083	92*0318094
53794	General Fund Unrestricted	486.12	0.00	486.12	92*0318097	92*0318098
53795	General Fund Unrestricted	17,351.80	0.00	17,351.80	92*0318100	92*0318100
53797	General Fund Unrestricted	301.05	0.00	301.05	92*0318109	92*0318109
53798	General Fund Unrestricted	1,348.22	0.00	1,348.22	92*0318110	92*0318110
53799	General Fund Unrestricted	10,627.86	0.00	10,627.86	92*0318114	92*0318115
53800	General Fund Unrestricted	832.79	0.00	832.79	92*0318119	92*0318123
53801	General Fund Unrestricted	1,790.95	0.00	1,790.95	92*0318124	92*0318126
53804	General Fund Unrestricted	32,705.41	0.00	32,705.41	92*0318141	92*0318144
53805	General Fund Unrestricted	2,542.74	0.00	2,542.74	92*0318145	92*0318146
53806	General Fund Unrestricted	1,275.78	0.00	1,275.78	92*0318150	92*0318151
53809	General Fund Unrestricted	80.03	0.00	80.03	92*0318165	92*0318170
53810	General Fund Unrestricted	12,000.00	0.00	12,000.00	92*0318172	92*0318172
53811	General Fund Unrestricted	3,798.00	0.00	3,798.00	92*0318173	92*0318174
53816	General Fund Unrestricted	92,730.97	0.00	92,730.97	92*0318185	92*0318188
53818	General Fund Unrestricted	1,579,202.75	0.00	1,579,202.75	92*0318198	92*0318199
53819	General Fund Unrestricted	467.81	0.00	467.81	92*0318200	92*0318202
53820	General Fund Unrestricted	16,357.77	0.00	16,357.77	92*0318203	92*0318209
53821	General Fund Unrestricted	2,636.94	0.00	2,636.94	92*0318210	92*0318217
53822	General Fund Unrestricted	6,745.56	0.00	6,745.56	92*0318218	92*0318219
53827	General Fund Unrestricted	1,314.23	0.00	1,314.23	92*0318238	92*0318245
53828	General Fund Unrestricted	5,275.52	0.00	5,275.52	92*0318246	92*0318247
53830	General Fund Unrestricted	9,826.00	0.00	9,826.00	92*0318256	92*0318256
53832	General Fund Unrestricted	755.30	0.00	755.30	92*0318267	92*0318268
53833	General Fund Unrestricted	1,041.00	0.00	1,041.00	92*0318271	92*0318271
53834	General Fund Unrestricted	13,052.14	0.00	13,052.14	92*0318272	92*0318272
53836	General Fund Unrestricted	198.65	0.00	198.65	92*0318274	92*0318285
53837	General Fund Unrestricted	15,262.95	0.00	15,262.95	92*0318286	92*0318287
53838	General Fund Unrestricted	4,722.70	0.00	4,722.70	92*0318288	92*0318298
53840	General Fund Unrestricted	16,471.06	0.00	16,471.06	92*0318300	92*0318305
Total Fund 11 General Fund Unrestricted		<u>\$7,168,874.36</u>	<u>\$0.00</u>	<u>\$7,168,874.36</u>		

Check Registers Submitted for Approval
 Checks Written for Period 04/14/12 thru 04/30/12

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53734	General Fund Restricted	909.42	0.00	909.42	92*0317367	92*0317372
53735	General Fund Restricted	2,458.50	0.00	2,458.50	92*0317373	92*0317380
53739	General Fund Restricted	18,359.99	0.00	18,359.99	92*0317397	92*0317400
53740	General Fund Restricted	16,832.59	0.00	16,832.59	92*0317402	92*0317403
53742	General Fund Restricted	897.11	0.00	897.11	92*0317409	92*0317412
53744	General Fund Restricted	496.60	0.00	496.60	92*0317416	92*0317420
53745	General Fund Restricted	2,890.02	0.00	2,890.02	92*0317421	92*0317427
53746	General Fund Restricted	8,562.85	0.00	8,562.85	92*0317428	92*0317430
53747	General Fund Restricted	1,793.62	0.00	1,793.62	92*0317433	92*0317439
53748	General Fund Restricted	860.00	0.00	860.00	92*0317445	92*0317445
53749	General Fund Restricted	2,708.82	0.00	2,708.82	92*0317447	92*0317450
53755	General Fund Restricted	3,406.22	0.00	3,406.22	92*0317475	92*0317476
53756	General Fund Restricted	888.70	0.00	888.70	92*0317482	92*0317488
53757	General Fund Restricted	11,570.85	0.00	11,570.85	92*0317489	92*0317492
53758	General Fund Restricted	1,167.77	0.00	1,167.77	92*0317494	92*0317498
53759	General Fund Restricted	1,164.00	0.00	1,164.00	92*0317502	92*0317505
53760	General Fund Restricted	7,384.94	0.00	7,384.94	92*0317507	92*0317511
53762	General Fund Restricted	43,243.88	0.00	43,243.88	92*0317516	92*0317516
53775	General Fund Restricted	6,270.26	0.00	6,270.26	92*0318008	92*0318014
53777	General Fund Restricted	1,898.63	0.00	1,898.63	92*0318021	92*0318025
53778	General Fund Restricted	1,240.79	0.00	1,240.79	92*0318026	92*0318029
53780	General Fund Restricted	6,059.76	0.00	6,059.76	92*0318034	92*0318035
53786	General Fund Restricted	8,487.85	0.00	8,487.85	92*0318057	92*0318061
53787	General Fund Restricted	760.89	0.00	760.89	92*0318062	92*0318068
53789	General Fund Restricted	1,752.93	0.00	1,752.93	92*0318077	92*0318081
53795	General Fund Restricted	22,222.00	0.00	22,222.00	92*0318099	92*0318099
53796	General Fund Restricted	4,792.00	0.00	4,792.00	92*0318101	92*0318108
53798	General Fund Restricted	2,364.01	0.00	2,364.01	92*0318111	92*0318112
53799	General Fund Restricted	2,610.00	0.00	2,610.00	92*0318113	92*0318113
53800	General Fund Restricted	216.45	0.00	216.45	92*0318116	92*0318118
53801	General Fund Restricted	2,811.35	0.00	2,811.35	92*0318127	92*0318130
53806	General Fund Restricted	3,901.95	0.00	3,901.95	92*0318147	92*0318153
53807	General Fund Restricted	2,792.07	0.00	2,792.07	92*0318154	92*0318155
53808	General Fund Restricted	4,398.44	0.00	4,398.44	92*0318156	92*0318161
53809	General Fund Restricted	567.39	0.00	567.39	92*0318162	92*0318171
53817	General Fund Restricted	1,608.81	0.00	1,608.81	92*0318189	92*0318197
53823	General Fund Restricted	47,365.84	0.00	47,365.84	92*0318220	92*0318222
53824	General Fund Restricted	5,790.04	0.00	5,790.04	92*0318223	92*0318229
53827	General Fund Restricted	1,510.31	0.00	1,510.31	92*0318237	92*0318242
53829	General Fund Restricted	5,063.93	0.00	5,063.93	92*0318248	92*0318255
53830	General Fund Restricted	1,640.00	0.00	1,640.00	92*0318257	92*0318259

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53831	General Fund Restricted	2,526.83	0.00	2,526.83	92*0318260	92*0318263
53832	General Fund Restricted	1,889.25	0.00	1,889.25	92*0318264	92*0318266
53833	General Fund Restricted	9,647.31	0.00	9,647.31	92*0318269	92*0318270
53839	General Fund Restricted	32,512.50	0.00	32,512.50	92*0318299	92*0318299
Total Fund 12 General Fund Restricted		<u>\$308,297.47</u>	<u>\$0.00</u>	<u>\$308,297.47</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53741	Child Development Fund	1,616.90	0.00	1,616.90	92*0317404	92*0317407
53752	Child Development Fund	5,353.22	0.00	5,353.22	92*0317466	92*0317469
53763	Child Development Fund	2,477.32	0.00	2,477.32	92*0317517	92*0317525
53782	Child Development Fund	1,955.99	0.00	1,955.99	92*0318043	92*0318045
53802	Child Development Fund	2,110.17	0.00	2,110.17	92*0318131	92*0318134
53812	Child Development Fund	750.59	0.00	750.59	92*0318175	92*0318176
53825	Child Development Fund	8,522.64	0.00	8,522.64	92*0318230	92*0318235
53835	Child Development Fund	40,400.94	0.00	40,400.94	92*0318273	92*0318273
53841	Child Development Fund	5,266.06	0.00	5,266.06	92*0318306	92*0318307
53842	Child Development Fund	2,618.55	0.00	2,618.55	92*0318308	92*0318314
Total Fund 33 Child Development Fund		<u>\$71,072.38</u>	<u>\$0.00</u>	<u>\$71,072.38</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53766	Capital Outlay Projects Fund	950,726.92	0.00	950,726.92	92*0317536	92*0317537
53784	Capital Outlay Projects Fund	488.00	0.00	488.00	92*0318049	92*0318049
53792	Capital Outlay Projects Fund	805.56	0.00	805.56	92*0318095	92*0318095
53815	Capital Outlay Projects Fund	2,515.00	0.00	2,515.00	92*0318184	92*0318184
53826	Capital Outlay Projects Fund	7,765.00	0.00	7,765.00	92*0318236	92*0318236
Total Fund 41 Capital Outlay Projects Fu		<u>\$962,300.48</u>	<u>\$0.00</u>	<u>\$962,300.48</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53753	Bond Fund, Measure E	13,639.63	0.00	13,639.63	92*0317470	92*0317473
53764	Bond Fund, Measure E	143,411.79	0.00	143,411.79	92*0317526	92*0317529
53765	Bond Fund, Measure E	506,660.46	0.00	506,660.46	92*0317530	92*0317535
53768	Bond Fund, Measure E	417,073.34	0.00	417,073.34	92*0317539	92*0317539
53769	Bond Fund, Measure E	558,123.50	0.00	558,123.50	92*0317540	92*0317540
53783	Bond Fund, Measure E	182,233.46	0.00	182,233.46	92*0318046	92*0318048
53803	Bond Fund, Measure E	165,907.74	0.00	165,907.74	92*0318135	92*0318140
53813	Bond Fund, Measure E	166,401.00	0.00	166,401.00	92*0318177	92*0318178
53814	Bond Fund, Measure E	66,863.34	0.00	66,863.34	92*0318179	92*0318183
53843	Bond Fund, Measure E	6,741.00	0.00	6,741.00	92*0318315	92*0318316
Total Fund 42 Bond Fund, Measure E		<u>\$2,227,055.26</u>	<u>\$0.00</u>	<u>\$2,227,055.26</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53754	Workers' Compensation Fund	79.42	0.00	79.42	92*0317474	92*0317474
53767	Workers' Compensation Fund	1,837.50	0.00	1,837.50	92*0317538	92*0317538
53844	Workers' Compensation Fund	2,089.08	0.00	2,089.08	92*0318317	92*0318317
Total Fund 62 Workers' Compensation Fu		<u>\$4,006.00</u>	<u>\$0.00</u>	<u>\$4,006.00</u>		

53793	Student Financial Aid Fund	456.56	0.00	456.56	92*0318096	92*0318096
Total Fund 74 Student Financial Aid Fund		<u><u>\$456.56</u></u>	<u><u>\$0.00</u></u>	<u><u>\$456.56</u></u>		

SUMMARY

Total Fund 11 General Fund Unrestricted	7,168,874.36
Total Fund 12 General Fund Restricted	308,297.47
Total Fund 33 Child Development Fund	71,072.38
Total Fund 41 Capital Outlay Projects Fund	962,300.48
Total Fund 42 Bond Fund, Measure E	2,227,055.26
Total Fund 62 Workers' Compensation Fund	4,006.00
Total Fund 74 Student Financial Aid Fund	456.56
Grand Total:	<u><u>\$10,742,062.51</u></u>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
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BACKGROUND

The California Administration Code, Title 5, §58307 requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object code, for each fund.

ANALYSIS

This listing, broken down by fund, provides by major object code the total of budget transfers/adjustments for the period and fund indicated. Each budget transfer/adjustment supporting these totals is kept on file in the Business Operations and Fiscal Services department. Additional information will be provided upon request.

BUDGET TRANSFERS		From	To
<u>Fund 11: General Fund Unrestricted</u>			
1000	ACADEMIC SALARIES		16,784
2000	CLASSIFIED SALARIES	37,596	
3000	EMPLOYEE BENEFITS		477
4000	SUPPLIES & MATERIALS	27,080	
5000	OTHER OPERATING EXP & SERVICES	65,904	
6000	CAPITAL OUTLAY		113,319
Total Transfer Fund 11		\$130,580	\$130,580
<u>Fund 12: General Fund Restricted</u>			
1000	ACADEMIC SALARIES		37,299
2000	CLASSIFIED SALARIES	1,542	
3000	EMPLOYEE BENEFITS		5,251
4000	SUPPLIES & MATERIALS	20,946	
5000	OTHER OPERATING EXP & SERVICES	29,564	
6000	CAPITAL OUTLAY		14,149
7000	OTHER OUTGO	4,647	
Total Transfer Fund 12		\$56,699	\$56,699
<u>Fund 33: Child Development Fund</u>			
4000	SUPPLIES & MATERIALS	940	
5000	OTHER OPERATING EXP & SERVICES		1,940
7900	RESERVE FOR CONTINGENCIES	1,000	
Total Transfer Fund 33		\$1,940	\$1,940
<u>Fund 41: Capital Outlay Projects Fund</u>			
5000	OTHER OPERATING EXP & SERVICES	31,200	
6000	CAPITAL OUTLAY		31,200
Total Transfer Fund 41		\$31,200	\$31,200
<u>Fund 62: Workers' Compensation Fund</u>			
4000	SUPPLIES & MATERIALS		450
7900	RESERVE FOR CONTINGENCIES	450	
Total Transfer Fund 62		\$450	\$450
BUDGET INCREASES AND DECREASES		Revenue	Appropriation
<u>Fund 11: General Fund Unrestricted</u>			
8600	STATE REVENUES	1,941,925	
8800	LOCAL REVENUES	(4,390,482)	
6000	CAPITAL OUTLAY		3,214
7900	RESERVE FOR CONTINGENCIES		(2,451,771)
Total Transfer Fund 11		\$(2,448,557)	\$(2,448,557)
<u>Fund 12: General Fund Restricted</u>			

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BUDGET INCREASES AND DECREASES		Revenue	Appropriation
8100	FEDERAL REVENUES	(45,472)	
8600	STATE REVENUES	455,134	
8800	LOCAL REVENUES	12,566	
1000	ACADEMIC SALARIES		198,481
2000	CLASSIFIED SALARIES		255,135
3000	EMPLOYEE BENEFITS		117,469
4000	SUPPLIES & MATERIALS		13,983
5000	OTHER OPERATING EXP & SERVICES		(174,058)
6000	CAPITAL OUTLAY		18,102
7000	OTHER OUTGO		(6,884)
Total Transfer Fund 12		\$422,228	\$422,228
<u>Fund 41: Capital Outlay Projects Fund</u>			
8800	LOCAL REVENUES	1,599	
7900	RESERVE FOR CONTINGENCIES		1,599
Total Transfer Fund 41		\$1,599	\$1,599
<u>Fund 74: Student Financial Aid Fund</u>			
8100	FEDERAL REVENUES	1,313,965	
7000	OTHER OUTGO		1,313,965
Total Transfer Fund 74		\$1,313,965	\$1,313,965

The attached listing provides detailed transfers between major object codes equal to or greater than \$25,000, and all transfers affecting 79XX object to establish new revenue and expense budgets. In each case, a brief explanation is stated.

RECOMMENDATION

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

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This listing provides detailed transfers between major object codes equal to or greater than \$25,000, and all transfers affecting 79XX object to establish new revenue and expense budgets. In each case, a brief explanation is stated.

BUDGET TRANSFERS		From	To
<u>Fund 11: General Fund Unrestricted</u>			
B009172	03/09/12		
5000	OTHER OPERATING EXP & SERVICES		54,500
6000	CAPITAL OUTLAY	54,500	
Total Reference B009172		\$54,500	\$54,500
Reason:	Adjustment		
Description:	Cover the renewal for EMC soft		
B009179	03/09/12		
2000	CLASSIFIED SALARIES	17,400	
3000	EMPLOYEE BENEFITS	8,735	
5000	OTHER OPERATING EXP & SERVICES		26,135
Total Reference B009179		\$26,135	\$26,135
Reason:	Adjustment		
Description:	Trsf vacant pos 2 legal exp		
B009233	03/14/12		
1000	ACADEMIC SALARIES		16,784
2000	CLASSIFIED SALARIES	25,965	
3000	EMPLOYEE BENEFITS		9,181
Total Reference B009233		\$25,965	\$25,965
Reason:	Adjustment		
Description:	SCC Title V grant 25% salaries		
B009264	03/15/12		
5000	OTHER OPERATING EXP & SERVICES	60,000	
6000	CAPITAL OUTLAY		60,000
Total Reference B009264		\$60,000	\$60,000
Reason:	Special Project Adjustment		
Description:	ITS Video Surv upgrade/access		
B009323	03/26/12		
5000	OTHER OPERATING EXP & SERVICES	41,000	
6000	CAPITAL OUTLAY		41,000
Total Reference B009323		\$41,000	\$41,000
Reason:	Adjustment		
Description:	ITS equip/telecomm circuits		
<u>Fund 12: General Fund Restricted</u>			
B009337	03/29/12		
1000	ACADEMIC SALARIES		26,649
2000	CLASSIFIED SALARIES		14,296
3000	EMPLOYEE BENEFITS		3,017
4000	SUPPLIES & MATERIALS	2,695	
5000	OTHER OPERATING EXP & SERVICES	41,267	
Total Reference B009337		\$43,962	\$43,962
Reason:	Special Project Adjustment		
Description:	SAC SCE site directors		
<u>Fund 33: Child Development Fund</u>			

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BUDGET TRANSFERS		From	To
B009094	03/05/12		
5000	OTHER OPERATING EXP & SERVICES		1,000
7900	RESERVE FOR CONTINGENCIES	1,000	
Total Reference B009094		\$1,000	\$1,000
Reason:	Adjustment		
Description:	CDS general conf/CCDA meeting		

Fund 41: Capital Outlay Projects Fund

B009125	03/07/12		
6000	CAPITAL OUTLAY		3,400,000
7900	RESERVE FOR CONTINGENCIES	3,400,000	
Total Reference B009125		\$3,400,000	\$3,400,000
Reason:	Special Project Adjustment		
Description:	ITS video surveillance set up		

B009163	03/08/12		
5000	OTHER OPERATING EXP & SERVICES	27,000	
6000	CAPITAL OUTLAY		27,000
Total Reference B009163		\$27,000	\$27,000
Reason:	Special Project Adjustment		
Description:	Fund transfer of expenditures		

B009199	03/13/12		
5000	OTHER OPERATING EXP & SERVICES	4,200	
6000	CAPITAL OUTLAY	3,395,800	
7900	RESERVE FOR CONTINGENCIES		3,400,000
Total Reference B009199		\$3,400,000	\$3,400,000
Reason:	Special Project Adjustment		
Description:	Del Fac Pln video surv-now ITS		

Fund 62: Workers' Compensation Fund

B009235	03/14/12		
4000	SUPPLIES & MATERIALS		450
7900	RESERVE FOR CONTINGENCIES	450	
Total Reference B009235		\$450	\$450
Reason:	Adjustment		
Description:	Risk Mgmt ergonom equip-WC clms		

BUDGET INCREASES AND DECREASES	Revenue	Appropriation
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Fund 11: General Fund Unrestricted

B009117	03/06/12		
8600	STATE REVENUES	(2,718)	
7900	RESERVE FOR CONTINGENCIES		(2,718)
Total Reference B009117		\$(2,718)	\$(2,718)
Reason:	Adjustment		
Description:	Decr fee waiver/PT per P1 rpt		

B009133	03/07/12		
8600	STATE REVENUES	1,944,643	
8800	LOCAL REVENUES	(4,393,696)	
7900	RESERVE FOR CONTINGENCIES		(2,449,053)
Total Reference B009133		\$(2,449,053)	\$(2,449,053)
Reason:	Adjustment		
Description:	Adj state gen apport per P1		

Fund 12: General Fund Restricted

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BUDGET INCREASES AND DECREASES		Revenue	Appropriation
B009084	03/02/12		
8600	STATE REVENUES	(693,753)	
5000	OTHER OPERATING EXP & SERVICES		(693,753)
Total Reference B009084		\$(693,753)	\$(693,753)
Reason:	Special Project Adjustment		
Description:	Del BSI 11-12 set up twice		
B009090	03/05/12		
8600	STATE REVENUES	65,453	
1000	ACADEMIC SALARIES		1,763
2000	CLASSIFIED SALARIES		22,952
3000	EMPLOYEE BENEFITS		1,819
5000	OTHER OPERATING EXP & SERVICES		38,919
Total Reference B009090		\$65,453	\$65,453
Reason:	New Budget		
Description:	NEWB#2490 CEC Non-Cred Matric		
B009096	03/05/12		
8600	STATE REVENUES	26,068	
1000	ACADEMIC SALARIES		22,438
2000	CLASSIFIED SALARIES		1,513
3000	EMPLOYEE BENEFITS		3,541
6000	CAPITAL OUTLAY		(1,424)
Total Reference B009096		\$26,068	\$26,068
Reason:	New Budget		
Description:	NEWB#2412 SCC Matriculation		
B009123	03/06/12		
8100	FEDERAL REVENUES	(45,476)	
1000	ACADEMIC SALARIES		(11,150)
2000	CLASSIFIED SALARIES		(3,156)
3000	EMPLOYEE BENEFITS		(1,125)
5000	OTHER OPERATING EXP & SERVICES		(29,745)
6000	CAPITAL OUTLAY		(300)
Total Reference B009123		\$(45,476)	\$(45,476)
Reason:	Special Project Adjustment		
Description:	SP#1827 Perkins IV CTE Trans		
B009131	03/07/12		
8600	STATE REVENUES	4,932	
1000	ACADEMIC SALARIES		21,800
2000	CLASSIFIED SALARIES		43,766
3000	EMPLOYEE BENEFITS		32,391
4000	SUPPLIES & MATERIALS		(16,500)
5000	OTHER OPERATING EXP & SERVICES		(28,043)
6000	CAPITAL OUTLAY		(48,482)
Total Reference B009131		\$4,932	\$4,932
Reason:	Special Project Adjustment		
Description:	SP#2550 BFAP SAC		

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BUDGET INCREASES AND DECREASES		Revenue	Appropriation
B009228	03/14/12		
8600	STATE REVENUES	(65,678)	
1000	ACADEMIC SALARIES		(17,543)
2000	CLASSIFIED SALARIES		(21,882)
3000	EMPLOYEE BENEFITS		(3,653)
4000	SUPPLIES & MATERIALS		(21,000)
5000	OTHER OPERATING EXP & SERVICES		(1,600)
Total Reference B009228		<u>\$(65,678)</u>	<u>\$(65,678)</u>
Reason:	Special Project Adjustment		
Description:	CTE Comm Coll IV funded Rev'd		
B009229	03/14/12		
8600	STATE REVENUES	65,678	
1000	ACADEMIC SALARIES		(3,300)
2000	CLASSIFIED SALARIES		33,148
3000	EMPLOYEE BENEFITS		14,889
5000	OTHER OPERATING EXP & SERVICES		20,941
Total Reference B009229		<u>\$65,678</u>	<u>\$65,678</u>
Reason:	Special Project Adjustment		
Description:	SP#2203 CTE Comm Coll IV Rev'd		
B009265	03/15/12		
8600	STATE REVENUES	50,000	
2000	CLASSIFIED SALARIES		27,976
3000	EMPLOYEE BENEFITS		15,787
4000	SUPPLIES & MATERIALS		1,700
5000	OTHER OPERATING EXP & SERVICES		4,537
Total Reference B009265		<u>\$50,000</u>	<u>\$50,000</u>
Reason:	New Budget		
Description:	NEWB#2299 DO YEP BEC yr2		
B009266	03/15/12		
8600	STATE REVENUES	50,000	
2000	CLASSIFIED SALARIES		18,650
3000	EMPLOYEE BENEFITS		10,525
4000	SUPPLIES & MATERIALS		3,500
5000	OTHER OPERATING EXP & SERVICES		17,325
Total Reference B009266		<u>\$50,000</u>	<u>\$50,000</u>
Reason:	New Budget		
Description:	NEWB#2298 DO YEP CITD yr5		
B009268	03/15/12		
8600	STATE REVENUES	218,750	
5000	OTHER OPERATING EXP & SERVICES		218,750
Total Reference B009268		<u>\$218,750</u>	<u>\$218,750</u>
Reason:	New Budget		
Description:	NEWB#2206 DO CTE WIP IV		

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BUDGET INCREASES AND DECREASES		Revenue	Appropriation
B009269	03/15/12		
8600	STATE REVENUES	142,595	
1000	ACADEMIC SALARIES		84,182
2000	CLASSIFIED SALARIES		11,165
3000	EMPLOYEE BENEFITS		13,248
4000	SUPPLIES & MATERIALS		34,000
Total Reference B009269		\$142,595	\$142,595
Reason:	New Budget		
Description:	NEWB#2207 DO CTE CCV		
B009270	03/15/12		
8600	STATE REVENUES	165,775	
1000	ACADEMIC SALARIES		65,064
3000	EMPLOYEE BENEFITS		9,570
4000	SUPPLIES & MATERIALS		14,500
5000	OTHER OPERATING EXP & SERVICES		23,300
6000	CAPITAL OUTLAY		53,341
Total Reference B009270		\$165,775	\$165,775
Reason:	New Budget		
Description:	NEWB#2207 DO CTE CCV		
B009271	03/15/12		
8600	STATE REVENUES	102,980	
1000	ACADEMIC SALARIES		5,000
2000	CLASSIFIED SALARIES		63,874
3000	EMPLOYEE BENEFITS		15,800
4000	SUPPLIES & MATERIALS		985
5000	OTHER OPERATING EXP & SERVICES		17,321
Total Reference B009271		\$102,980	\$102,980
Reason:	New Budget		
Description:	NEWB#2207 CTE CCV DO		
B009309	03/20/12		
8600	STATE REVENUES	285,000	
4000	SUPPLIES & MATERIALS		5,000
5000	OTHER OPERATING EXP & SERVICES		280,000
Total Reference B009309		\$285,000	\$285,000
Reason:	New Budget		
Description:	NEWB#2601 YEP Fac Mini Gmt II		
B009321	03/26/12		
8100	FEDERAL REVENUES	66,373	
2000	CLASSIFIED SALARIES		6,732
3000	EMPLOYEE BENEFITS		4,223
4000	SUPPLIES & MATERIALS		20,217
5000	OTHER OPERATING EXP & SERVICES		33,371
6000	CAPITAL OUTLAY		1,830
Total Reference B009321		\$66,373	\$66,373
Reason:	New Budget		
Description:	NEWB#1583 Job Tech Ctr COB		

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B009322	03/26/12		
8100	FEDERAL REVENUES	(66,373)	
2000	CLASSIFIED SALARIES		(6,732)
3000	EMPLOYEE BENEFITS		(4,223)
4000	SUPPLIES & MATERIALS		(20,217)
5000	OTHER OPERATING EXP & SERVICES		(33,371)
6000	CAPITAL OUTLAY		(1,830)
Total Reference B009322		\$(66,373)	\$(66,373)
Reason:	Delete Budget		
Description:	DELB#1582 Job Tech Ctr COB		
B009330	03/27/12		
8600	STATE REVENUES	59,472	
1000	ACADEMIC SALARIES		20,742
2000	CLASSIFIED SALARIES		(3,335)
3000	EMPLOYEE BENEFITS		10,317
5000	OTHER OPERATING EXP & SERVICES		32,148
6000	CAPITAL OUTLAY		(400)
Total Reference B009330		\$59,472	\$59,472
Reason:	Special Project Adjustment		
Description:	SP#2046 SAC BSI adjustments		
B009333	03/27/12		
8600	STATE REVENUES	(44,771)	
5000	OTHER OPERATING EXP & SERVICES		(44,771)
Total Reference B009333		\$(44,771)	\$(44,771)
Reason:	Special Project Adjustment		
Description:	SP#2019 SAC BSI prog/curric		
<u>Fund 41: Capital Outlay Projects Fund</u>			
B009114	03/06/12		
8800	LOCAL REVENUES	1,500	
7900	RESERVE FOR CONTINGENCIES		1,500
Total Reference B009114		\$1,500	\$1,500
Reason:	Special Project Adjustment		
Description:	Increase Non Resident Tuition		
B009115	03/06/12		
8800	LOCAL REVENUES	99	
7900	RESERVE FOR CONTINGENCIES		99
Total Reference B009115		\$99	\$99
Reason:	Special Project Adjustment		
Description:	OC Sheriff's lease rev incr		
<u>Fund 74: Student Financial Aid Fund</u>			
B009162	03/08/12		
8100	FEDERAL REVENUES	1,313,965	
7000	OTHER OUTGO		1,313,965
Total Reference B009162		\$1,313,965	\$1,313,965
Reason:	Special Project Adjustment		
Description:	Increase budg 4 direct loans		

RECOMMENDATION

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

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS AND FISCAL SERVICES

To: Board of Trustees	Date: May 7, 2012
Re: Approval of the Quarterly Financial Status Report (CCFS-311Q) for period ended March 31, 2012	
Action: Request for Approval	

BACKGROUND

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

Attached is the California Community Colleges Quarterly Financial Status Report form CCFS-311Q for the first quarter in fiscal year 2011-12 ended March 31, 2012.

ANALYSIS

The quarterly report shows the projected unrestricted General Fund revenues and expenditures for this year as well as the actual amounts from the previous three fiscal years. For the nine months covered in this report, the District has recognized 61.0% of budgeted revenues and other financing sources and 68.3% of budgeted expenditures and other outgo in the unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approve the CCFS-311Q for the period ending March 31, 2012 as presented.

Fiscal Impact:	Not applicable	Board Date: May 7, 2012
Prepared by:	Adam M. O'Connor, Interim Assistant Vice Chancellor, Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

California Community Colleges
QUARTERLY FINANCIAL STATUS REPORT, CCFS-311Q
 Fiscal Year 2011-2012

District: (870) Rancho Santiago Community College

Quarter Ended: March 31, 2012

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

As of June 30 for fiscal year specified.

	FY 2008-09 Actual	FY 2009-10 Actual	FY 2010-11 Actual	FY 2011-12 Projected
Revenues:				
Unrestricted General Fund Revenues (Objects 8100, 8600, and 8800)	147,790,705	147,237,880	146,382,590	133,093,016
Other Financing Sources (Objects 8900)	16,237	18,428	17,279	33,143
Total Unrestricted Revenues	147,806,942	147,256,308	146,399,869	133,126,159
Expenditures:				
Unrestricted General Fund Expenditures (Objects 1000-6000)	146,044,061	130,775,432	130,076,750	137,752,782
Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	832,530	1,667,613	1,596,948	1,521,161
Total Unrestricted Expenditures	146,876,591	132,443,045	131,673,698	139,273,943
Revenues Over(Under) Expenditures	930,351	14,813,263	14,726,171	-6,147,784
Fund Balance, Beginning	15,476,747	16,566,608	31,418,493	46,173,393
Prior Year Adjustments + (-)	159,510	38,622	28,729	0
Adjusted Fund Balance, Beginning	15,636,257	16,605,230	31,447,222	46,173,393
Fund Balance, Ending	16,566,608	31,418,493	46,173,393	40,025,609
% of GF Balance to GF Expenditures	11.3%	23.7%	35.1%	28.7%

II. Annualized Attendance FTES:

Annualized FTES				
(Excluding apprentices and non-residents)	34,310	30,564	30,745	27,930

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

	As of the specified quarter ended for each fiscal year presented			
	2008-09	2009-10	2010-11	2011-12
General Fund Cash Balance (Excluding Borrowed Funds)	18,199,747	31,387,125	40,884,876	36,537,850

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

Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
Revenues:				
Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	135,485,656	133,093,016	81,209,128	61.0%
Other Financing Sources (Objects 8900)	16,500	16,500	33,143	200.9%
Total Unrestricted Revenues	135,502,156	133,109,516	81,242,271	61.0%
Expenditures:				
Unrestricted General Fund Expenditures (Objects 1000-6000)	142,327,809	142,335,906	96,870,595	68.1%
Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,521,041	1,521,161	1,372,615	90.2%
Total Unrestricted Expenditures	143,848,850	143,857,067	98,243,210	68.3%
Revenues Over(Under) Expenditures	(8,346,694)	(10,747,551)	(17,000,939)	
Adjusted Fund Balance, Beginning	46,173,393	46,173,393	46,173,393	
Fund Balance, Ending	37,826,699	35,425,842	29,172,454	
% of UGF Fund Balance to UGF Expenditures	26.3%	24.6%		

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

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

SALARIES

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

*As specified in Collective Bargaining Agreement.

BENEFITS

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

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

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

YES NO

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

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

YES NO

Next Year? YES NO

CERTIFICATION

Rancho Santiago Community College District

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

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

District Chief Business Officer Date

District Chief Executive Officer Date

Quarter Ended: March 31, 2012

Governing Board Meeting Date: May 7, 2012

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS AND FISCAL SERVICES

To:	Board of Trustees	Date: May 7, 2012
Re:	Approval of Resolution No. 12-25 regarding Expenditure Transfers to Permit Payment of Obligations	
Action:	Request for Approval	

BACKGROUND

Each year the Orange County Department of Education requires the district to submit a board resolution which authorizes the County Superintendent of Schools to make necessary transfers between the reserve for contingencies and any expenditure classification or classifications of the district as are necessary to permit the payment of obligations. This resolution covers the fiscal year ending June 30, 2012.

RECOMMENDATION

It is recommended that the Board of Trustees approve Resolution No. 12-25 regarding expenditure transfers as presented.

Fiscal Impact:	None	Board Date: May 7, 2012
Prepared by:	Adam M. O'Connor, Interim Assistant Vice Chancellor, Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

**RESOLUTION OF THE BOARD OF TRUSTEES
OF RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
OF ORANGE COUNTY, CALIFORNIA**

Resolution No. 12-25, dated this 7th day of May 2012

On motion of Trustee Brian Conley, duly seconded, it is hereby resolved that, at the close of the 2011-12 fiscal year, the County Superintendent of Schools may make such transfers between the Reserve for Contingencies and any expenditure classification or classifications or balance any expenditure classification of the budget of the District for such school year as are necessary to permit the payment of obligations of the District incurred during such school year. (Education Code Section 42601)

Trustee Arianna P. Barrios

Trustee Lawrence R. "Larry" Labrado

Trustee R. David Chapel

Trustee Mark McLoughlin

Trustee Brian E. Conley

Trustee Phillip E. Yarbrough

Trustee John R. Hanna

FOR SCHOOL FINANCIAL SERVICES USE

The transfers below were made to permit the payment of final obligations and recording of the current liabilities of the District for such school year per the Resolution above.

By _____

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

To:	Board of Trustees	Date: May 7, 2012
Re:	Quarterly Investment Report as of March 31, 2012	
Action:	For Information	

BACKGROUND

The Quarterly Investment Report for the quarter ended March 31, 2012 is submitted in accordance with Section 53646(b) of the Government Code. The District's funds are held and invested with the Orange County Treasurer and the State of California Local Agency Investment Fund (LAIF).

ANALYSIS

The District's investments and any areas of noncompliance are shown on the following included documents: (1) the Statement of Cash as of March 31, 2012 for all District funds; (2) excerpts from the Orange County Treasurer's Investment Report for the month ended March 31, 2012, and (3) a copy of the State of California Local Agency Investment Fund (LAIF) "Remittance Advice" for the period ending March 31, 2012.

All investments for the quarter ended March 31, 2012 are in accordance with Board Policy 3211, and there has been no change in the policy during this quarter.

RECOMMENDATION

The quarterly investment report as of March 31, 2012 is presented as information.

Fiscal Impact:	None	Board Date: May 7, 2012
Prepared by:	Adam M. O'Connor, Interim Assistant Vice Chancellor, Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

**Rancho Santiago Community College District
Statement of Cash
March 31, 2012**

Description	Amount	Interest Rate	QTR	% of Investment
Orange County Treasurer				
General Obligation Bonds	80,895,694	0.48%	Jan-Mar	44.04%
Bond Sinking Funds	11,761,568	0.48%	Jan-Mar	6.40%
All Other Funds	90,415,374	0.48%	Jan-Mar	49.23%
Local Agency Investment Fund (LAIF)	149,544	0.38%	Jan-Mar	0.08%
Revolving Fund, Refundable Deposits and Cash in Banks	452,799	0.00%	Jan-Mar	0.25%
	<u>183,674,979</u>			<u>100.00%</u>

Rancho Santiago Community College District

Cash Position
March 31, 2012

County Fund	RSCCD Fund	Cash in County 90XX/9110	Cash in County- Perkins 9111	Cash in County - Cal Grants 9112	Restricted Cash for GO Bonds 9119	Cash Clearing 9121/9125	Revolving Cash 9130	Cash with Fiscal Agent 9135	LAIIF 9150	Fund Total
General Fund (11 & 12)	1	36,160,051				277,799	100,000			36,537,850
Child Development Fund	12	23,899								23,899
Bond Fund Measure E	22	80,895,694								80,895,694
Bond Int & Red Fund	31				5,138,608					5,138,608
Bond Int & Red Fund	32				4,391,641					4,391,641
Bond Int & Red Fund	33				2,231,319					2,231,319
Capital Outlay Projects Fund	40	21,535,177								21,535,177
Workers' Compensation Fund	68	4,085,531						50,000		4,135,531
Property and Liability Fund	70	281,539						25,000		306,539
Retiree Benefits Fund	71	28,505,986								28,505,986
Student Financial Aid	74	(1,218,049)	39,405	1,001,835					149,544	(176,809)
Totals		170,269,828	39,405	1,001,835	11,761,568	277,799	100,000	75,000	149,544	183,674,979



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

INTERDEPARTMENTAL COMMUNICATION

Date: April 16, 2012

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

From: Shari L. Freidenrich, CPA, CCMT, CPFA, CPFIM *SHF*

Subject: Treasurer's Investment Report for the Month Ended March 31, 2012

Attached, please find the Treasurer's Investment Report for the County of Orange for the month ended March 31, 2012. This report is provided in compliance with California Government Code Sections 53607, 53646, and 27134 and the County's Investment Policy Statement (IPS). We have included some charts and other data for your information. This report is also publicly available on our website at <http://bos.ocgov.com/ocinvestments>.

INVESTMENT POOL COMPOSITION

The investments contained within this report are as of March 31, 2012. The Investment Pool Statistics summary shows the total investments responsibility of the Treasurer as delegated by the Board of Supervisors: the Orange County Investment Pool which includes the Voluntary participants' funds, the Orange County Educational Investment Pool, the John Wayne Airport Investment Pool and various other small non-Pooled investments funds. The investment practices and policies of the Treasurer are based on compliance with State law and prudent money management. The primary goal is to invest public funds in a manner which will provide maximum security of principal invested with secondary emphasis on providing adequate liquidity to Pool Participants and lastly to achieve a market rate of return within the parameters of prudent risk management while conforming to all applicable statutes and resolutions governing the investment of public funds.

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

The maximum maturity of investments for the Orange and Educational Money Market Funds is 13 months, with a maximum weighted average maturity (WAM) of 60 days, and they have a current WAM of 52 and 57 respectively. The maximum maturity of the Extended Fund is 5 years, with a duration not to exceed the Merrill Lynch 1-3 Year index +25% (2.25). The duration is currently at 1.41. The investments in all of the Pools are marked to market daily to determine the value of the Pools. To further maintain safety, adherence to an investment strategy of only purchasing top-rated securities and diversification of instrument types and maturities is required.

ECONOMIC UPDATE

Economic data continued to show signs of recovery during the month of March. The Institute for Supply Management's (ISM) manufacturing index was 52.4 in March and has remained over 50 since August 2009, which signals continued growth in manufacturing. Retail sales advanced 1.1% for the month of February after climbing 0.6% during January.

The encouraging economic data has helped yields on U.S. Treasuries and agencies to rise. The 90-day T-bill yield was around 0.07%, and the rate on two-year U.S. Treasuries stood at 0.33% at the end of the month up from 0.25% in the prior month.

INVESTMENT INTEREST YIELDS AND FORECAST

The current gross interest yield year-to-date for 2011/2012 is .55% for the Orange County Investment Pool and .52% for the Orange County Educational Investment Pool. There is no change in our forecasted yield for fiscal year 2011-2012, we are still estimating an average gross interest yield of 0.40%.

APPORTIONMENT OF COMMINGLED POOL INTEREST EARNINGS

Each month, the County Treasurer apportions the accrued interest earnings to each pool participant. As of the first business day of the following month accrued, but unpaid, interest earnings are added to pool participants' average balances in determining a participant's relative share of the pool's monthly earnings. The actual cash distribution will generally be paid in the months following. The February 2012 and March 2012 interest apportionments are expected to be paid by April 30 and May 31, 2012 respectively.

COMPLIANCE SUMMARY

The investment portfolios had no compliance exceptions for the month of March 2012. The Auditor-Controller Report on Compliance Monitoring for the Quarter of October through December 2011 stated that there were two compliance exceptions both of which were properly disclosed in the Treasurer's Monthly Investment Report for October and November 2011.

CREDIT UPDATE

The County Treasurer did not make any changes to the approved issuer list in March.

I certify that this report includes all pool and non-pooled investments as of March 31, 2012 and is in conformity with all State laws and the IPS approved by the Board of Supervisors on January 10, 2012. The investments herein shown provide adequate liquidity to meet the next six months of projected cash flow requirements. I am available if you have any questions on this Investment Report at (714) 834-7625.

Enclosures

cc: Distribution List

ORANGE COUNTY TREASURER-TAX COLLECTOR

SUMMARY OF INVESTMENT DATA

INVESTMENT TRENDS

	MARCH 2012	FEBRUARY 2012	INCREASE (DECREASE)	NET CHANGE %	MARCH 2011	CHANGE	NET CHANGE %
<u>Orange County Investment Pool</u>							
End Of Month Market Value	\$ 3,577,741,434	\$ 3,269,432,387	\$ 308,309,047	8.62%	\$ 3,599,382,797	\$ (21,641,363)	-0.60%
End Of Month Book Value	\$ 3,572,888,043	\$ 3,263,714,600	\$ 309,173,443	8.65%	\$ 3,595,278,270	\$ (22,390,227)	-0.63%
Monthly Average Balance	\$ 3,274,895,571	\$ 3,234,869,751	\$ 40,025,820	1.22%	\$ 3,317,022,707	\$ (42,127,136)	-1.29%
Year-To-Date Average Balance	\$ 3,242,170,638	\$ 3,238,080,021	\$ 4,090,617	0.13%	\$ 3,225,341,857	\$ 16,828,781	0.52%
Monthly Accrued Earnings	\$ 1,310,374	\$ 1,495,334	\$ (184,960)	-14.12%	\$ 1,979,878	\$ (669,504)	-51.09%
Monthly Net Yield	0.40%	0.51%	-0.11%	-27.85%	0.60%	-0.21%	-52.41%
Annual Budgeted Gross Yield *	0.75%	0.75%	0.00%	0.00%	1.10%	-0.35%	-46.67%
Weighted Average Maturity	266	306	(40)	-15.0%	294	(28)	-10.5%
<u>Orange County Educational Investment Pool</u>							
End Of Month Market Value	\$ 2,825,282,118	\$ 3,055,365,027	\$ (230,082,909)	-8.14%	\$ 2,886,833,355	\$ (61,551,237)	-2.18%
End Of Month Book Value	\$ 2,821,144,462	\$ 3,050,568,894	\$ (229,424,432)	-8.13%	\$ 2,884,257,438	\$ (63,112,976)	-2.24%
Monthly Average Balance	\$ 3,004,121,911	\$ 3,253,896,623	\$ (249,774,713)	-8.31%	\$ 3,014,666,314	\$ (10,544,403)	-0.35%
Year-To-Date Average Balance	\$ 3,006,398,333	\$ 3,006,682,886	\$ (284,553)	-0.01%	\$ 2,876,301,947	\$ 130,096,386	4.33%
Monthly Accrued Earnings	\$ 1,117,157	\$ 1,279,519	\$ (162,362)	-14.53%	\$ 1,612,428	\$ (495,271)	-44.33%
Monthly Net Yield **	0.36%	0.42%	-0.06%	-16.07%	0.53%	-0.17%	-46.26%
Annual Budgeted Gross Yield *	0.75%	0.75%	0.00%	0.00%	1.10%	-0.35%	-46.67%
Weighted Average Maturity	278	276	2	0.7%	291	(13)	-4.7%

* Forecasted Annual Gross Yield has been adjusted to .40%

** In March, the monthly yields dropped due to the increase in fund balances from incoming secured property tax receipts that were deposited and only invested short-term at interest rate levels less than .11%. Over 65% of these funds will be paid out to the County agencies and school districts in April.

**ORANGE COUNTY TREASURER-TAX COLLECTOR
INVESTMENT POOL STATISTICS
FOR THE MONTH AND QUARTER ENDED: MARCH 31, 2012**

INVESTMENT STATISTICS - By Investment Pool***						
DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 3/31/12	MONTHLY Gross Yield	QUARTER Average Gross Yield	Current NAV
COMBINED POOL BALANCES (Includes the Extended Fund)						
Orange County Investment Pool	MARKET Value \$	3,577,741,454	268	0.47%		1.00
	COST (Capital) \$	3,576,428,799			0.47%	
	MONTHLY AVG Balance \$	3,274,895,571			0.55%	
	QUARTERLY AVG Balance \$	3,269,414,347				
	BOOK Value \$	3,572,888,043				
Orange County Educational Investment Pool	MARKET Value \$	2,825,282,118	278	0.44%		1.00
	COST (Capital) \$	2,824,347,351			0.44%	
	MONTHLY AVG Balance \$	3,004,121,911			0.48%	
	QUARTERLY AVG Balance \$	3,168,999,490				
	BOOK Value \$	2,821,144,462				

INVESTMENT STATISTICS - Non Pooled Investments**			
DESCRIPTION	CURRENT BALANCE	BOOK BALANCE BY INVESTMENT TYPE	
Specific Investment Funds: 112, 283, 497, 505 510, 514, 15B	MARKET Value \$ 58,953,184 COST (Capital) \$ 57,004,332 MONTHLY AVG Balance \$ 57,003,525 QUARTERLY AVG Balance \$ 57,048,516	Money Market Mutual Funds	\$ 6,012,054
		Repurchase Agreement	1,081,500
		John Wayne Airport Investment Pool	49,792,483
		GNMA Mortgage-Backed Security	118,326
			\$ 57,004,332

MONTH END TOTALS			
INVESTMENTS & CASH		FUND ACCOUNTING & SPECIFIC INVESTMENTS	
County Money Market Fund	\$ 1,937,780,083	County Funds	\$ 3,596,546,096
County Cash	20,119,296	Educational Funds	2,827,081,443
Educational Money Market Fund	1,474,347,381	Specific Investment Funds	57,004,332
Extended Fund	2,988,646,716		
Educational Cash	2,704,093		
Non Pooled Investments @ Cost	57,004,332		
	\$ 6,480,601,871		\$ 6,480,601,871

KEY POOL STATISTICS			
INTEREST RATE YIELD		WEIGHTED AVERAGE MATURITY (WAM)	
COUNTY MONEY MARKET FUND - MONTHLY GROSS YIELD	0.17%	COUNTY MONEY MARKET FUND	52
EDUCATIONAL MONEY MARKET FUND - MONTHLY GROSS YIELD	0.16%	EDUCATIONAL MONEY MARKET FUND	57
JOHN WAYNE AIRPORT - MONTHLY GROSS YIELD	0.18%	JOHN WAYNE AIRPORT WAM	51
COUNTY INVESTMENT POOL - YTD NET YIELD****	0.48%	LGIP WAM (Standard & Poors)	45
EDUCATIONAL INVESTMENT POOL - YTD NET YIELD****	0.43%	I-MONEY NET PRIME MMF WAM	48
I-MONEY NET PRIME MONEY MARKET FUND - MONTHLY AVERAGE NET YIELD	0.01%		
90-DAY T-BILL YIELD MONTHLY AVERAGE	0.08%		

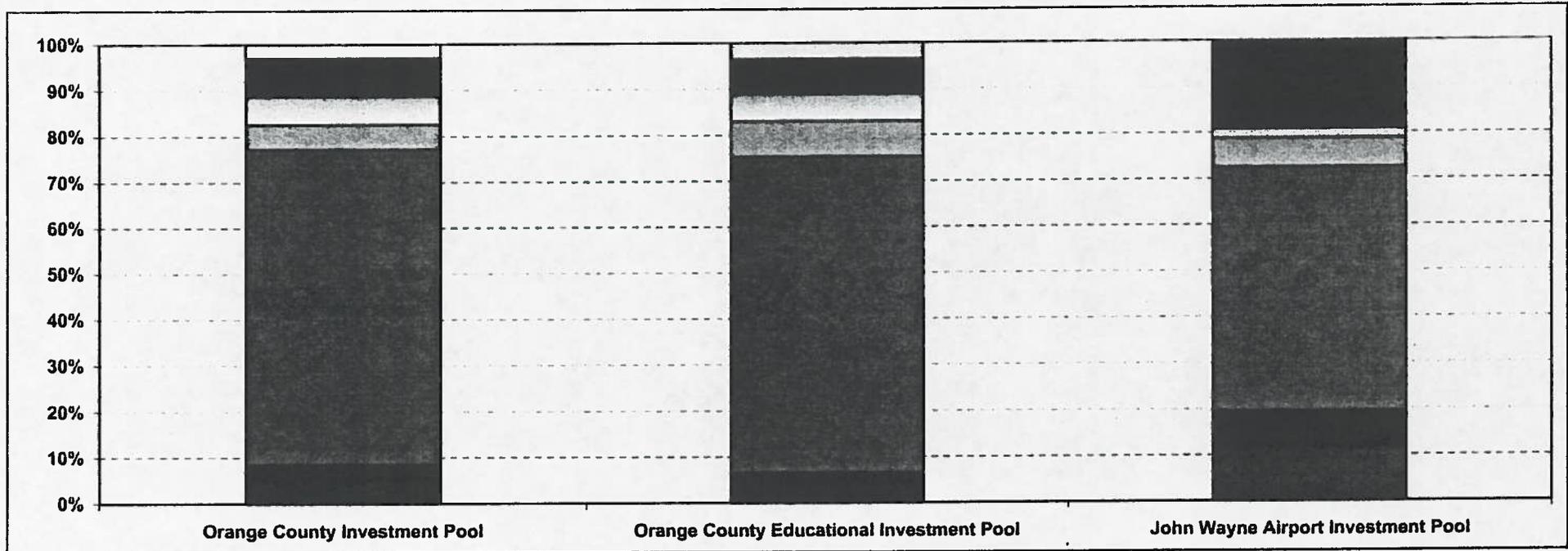
**ORANGE COUNTY TREASURER-TAX COLLECTOR
INVESTMENT POOL STATISTICS
FOR THE MONTH AND QUARTER ENDED: MARCH 31, 2012**

INVESTMENT STATISTICS - By Investment Fund*

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 03/30/11	MONTHLY Gross Yield	QUARTER Average Gross Yield	Current NAV
<u>County Money Market Fund</u>	MARKET Value \$ 1,937,116,182	52	0.15%	0.17%	0.16%	1.00
	COST (Capital) \$ 1,937,780,083					
	MONTHLY AVG Balance \$ 1,630,533,003					
	QUARTERLY AVG Balance \$ 1,624,415,544					
	BOOK Value \$ 1,937,071,813					
<u>Educational Money Market Fund</u>	MARKET Value \$ 1,473,651,276	57	0.16%	0.16%	0.16%	1.00
	COST (Capital) \$ 1,474,347,351					
	MONTHLY AVG Balance \$ 1,654,121,911					
	QUARTERLY AVG Balance \$ 1,818,999,490					
	BOOK Value \$ 1,473,476,442					
<u>Extended Fund</u>	MARKET Value \$ 2,992,257,094	518	0.79%	0.77%	0.91%	1.00
	COST (Capital) \$ 2,988,646,716					
	MONTHLY AVG Balance \$ 2,994,362,568					
	QUARTERLY AVG Balance \$ 2,994,998,803					
	BOOK Value \$ 2,983,484,149					
ALLOCATION OF EXTENDED FUND						
<u>Extended Fund County Share</u>	MARKET Value \$ 1,640,626,282	518	0.79%	0.77%	0.91%	1.00
	COST (Capital) \$ 1,638,646,716					
	MONTHLY AVG Balance \$ 1,644,362,568					
	QUARTERLY AVG Balance \$ 1,644,998,803					
	BOOK Value \$ 1,635,816,129					
<u>Educational Share</u>	MARKET Value \$ 1,351,630,842	518	0.79%	0.77%	0.91%	1.00
	COST (Capital) \$ 1,350,000,000					
	MONTHLY AVG Balance \$ 1,350,000,000					
	QUARTERLY AVG Balance \$ 1,350,000,000					
	BOOK Value \$ 1,347,668,020					
<u>Duration</u>		1.41				

- * Book Value is computed as Cost reduced by amortization of premium and increased by the accretion of discount of the investment Portfolio. Net Asset Value (NAV) is equal to Market Value divided by Book Value.
- ** Specific non pooled Investments are reported in compliance with Government Code Section 53646 (b)(1). Detailed descriptions are included in the Inventory listing in Section VII of this report.
- *** The Combined Pool Balances include the County and Educational Money Market Funds and their respective portions of the Extended Fund.
- **** This is the OCIP-Net Yield which differs from the monthly average yield above due to the Treasury administrative fees.

ORANGE COUNTY TREASURER - TAX COLLECTOR
BY INVESTMENT TYPE - By Percentage Holdings
March 31, 2012



Orange County Investment Pool		
	In Thousands	%
CERTIFICATES OF DEPOSIT	\$ 172,415	4.82%
COMMERCIAL PAPER	131,976	3.69%
U.S. GOVERNMENT AGENCIES	2,453,279	68.56%
MONEY MARKET FUNDS	200,523	5.60%
MEDIUM - TERM NOTES	218,472	6.11%
MEDIUM - TERM NOTES - FDIC	170,950	4.78%
MUNICIPAL DEBT	126,540	3.54%
U.S. TREASURIES	103,586	2.90%
	<u>\$ 3,577,741</u>	<u>100.00%</u>

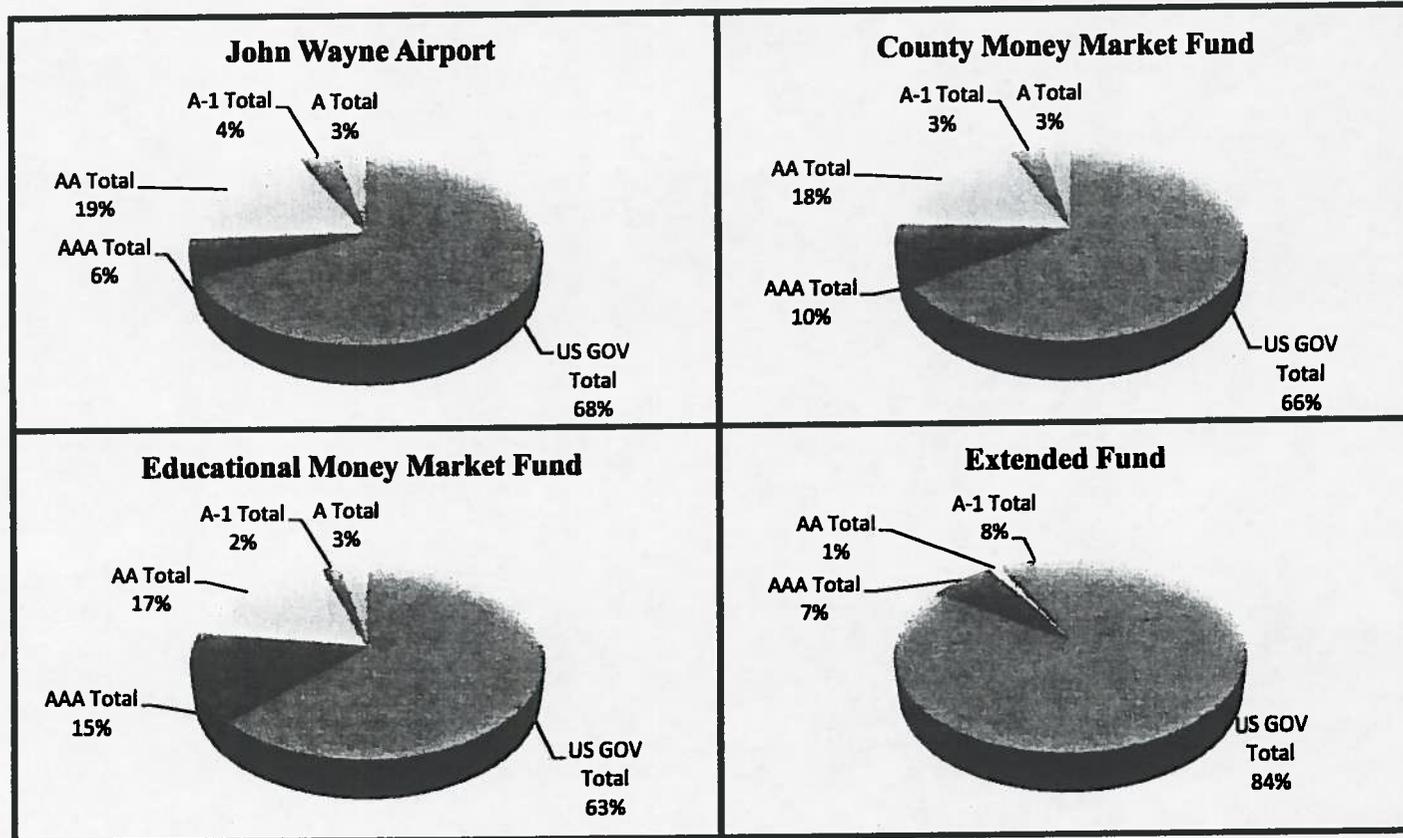
Orange County Educational Investment Pool		
	In Thousands	%
CERTIFICATES OF DEPOSIT	\$ 111,560	3.95%
COMMERCIAL PAPER	74,994	2.85%
U.S. GOVERNMENT AGENCIES	1,936,274	68.53%
MONEY MARKET FUNDS	221,194	7.83%
MEDIUM - TERM NOTES	169,478	6.00%
MEDIUM - TERM NOTES - FDIC	102,371	3.62%
MUNICIPAL DEBT	109,502	3.88%
U.S. TREASURIES	99,909	3.54%
	<u>\$ 2,825,282</u>	<u>100.00%</u>

John Wayne Airport Investment Pool		
	In Thousands	%
CERTIFICATES OF DEPOSIT	\$ 5,750	11.56%
COMMERCIAL PAPER	4,000	8.04%
U.S. GOVERNMENT AGENCIES	26,252	52.78%
MONEY MARKET FUNDS	3,183	6.40%
MEDIUM - TERM NOTES	1,002	2.01%
MEDIUM - TERM NOTES - FDIC	8,054	16.19%
MUNICIPAL DEBT	1,500	3.02%
U.S. TREASURIES	-	0.00%
	<u>\$ 49,741</u>	<u>100.00%</u>

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

Calculated Using Market Value at 03/31/2012

ORANGE COUNTY TREASURER - TAX COLLECTOR
CREDIT QUALITY BY MARKET VALUE
 March 31, 2012



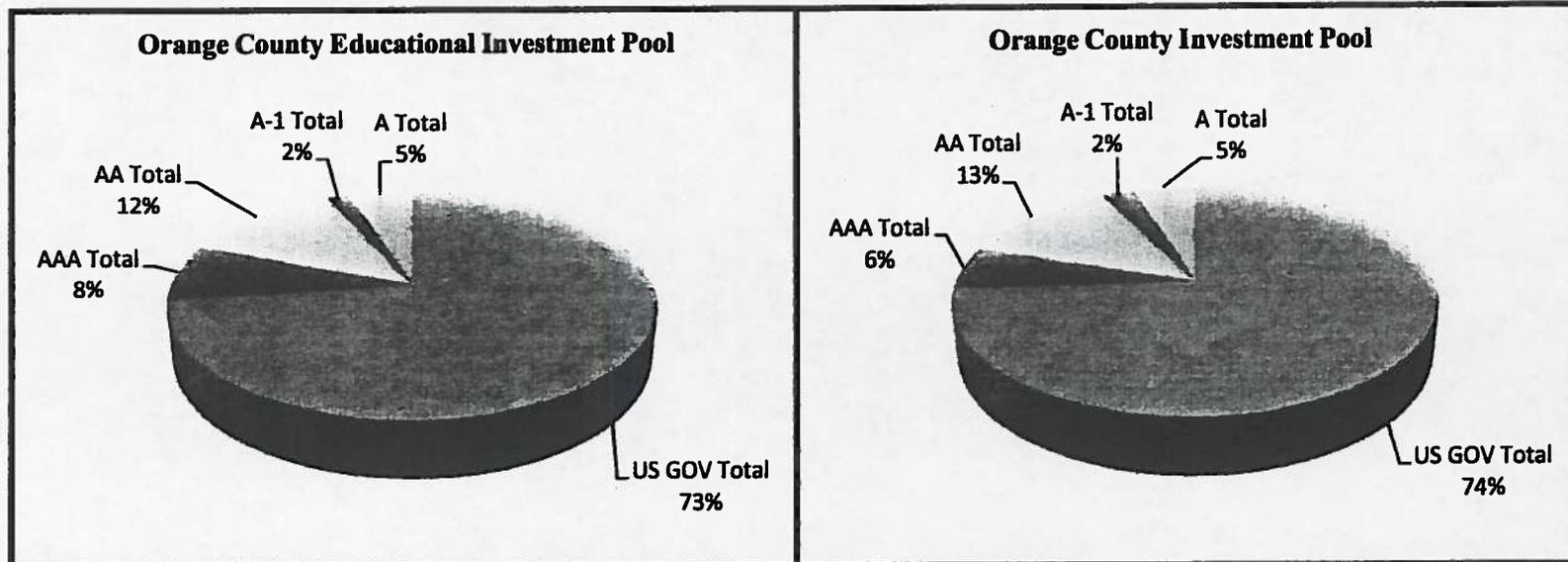
US GOV Includes Agency & Treasury Debt

AA Includes AA+, AA- & AA

A Includes A+, A- & A

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

ORANGE COUNTY TREASURER - TAX COLLECTOR
CREDIT QUALITY BY MARKET VALUE
 March 31, 2012



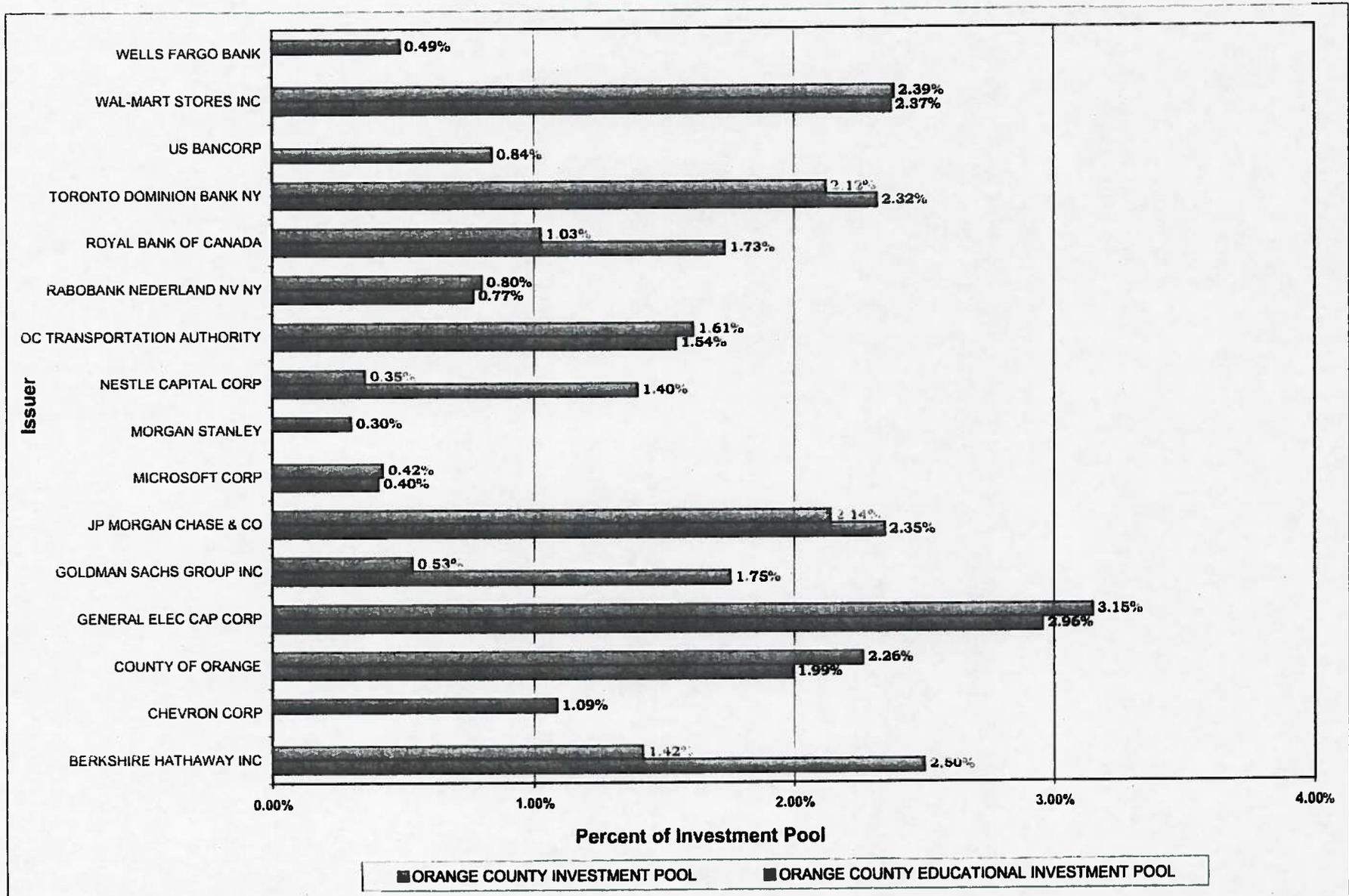
US GOV Includes Agency & Treasury Debt

AA Includes AA+, AA- & AA

A Includes A+, A- & A

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

ORANGE COUNTY TREASURER - TAX COLLECTOR
ISSUER CONCENTRATION-By Investment Pool
 March 31, 2012

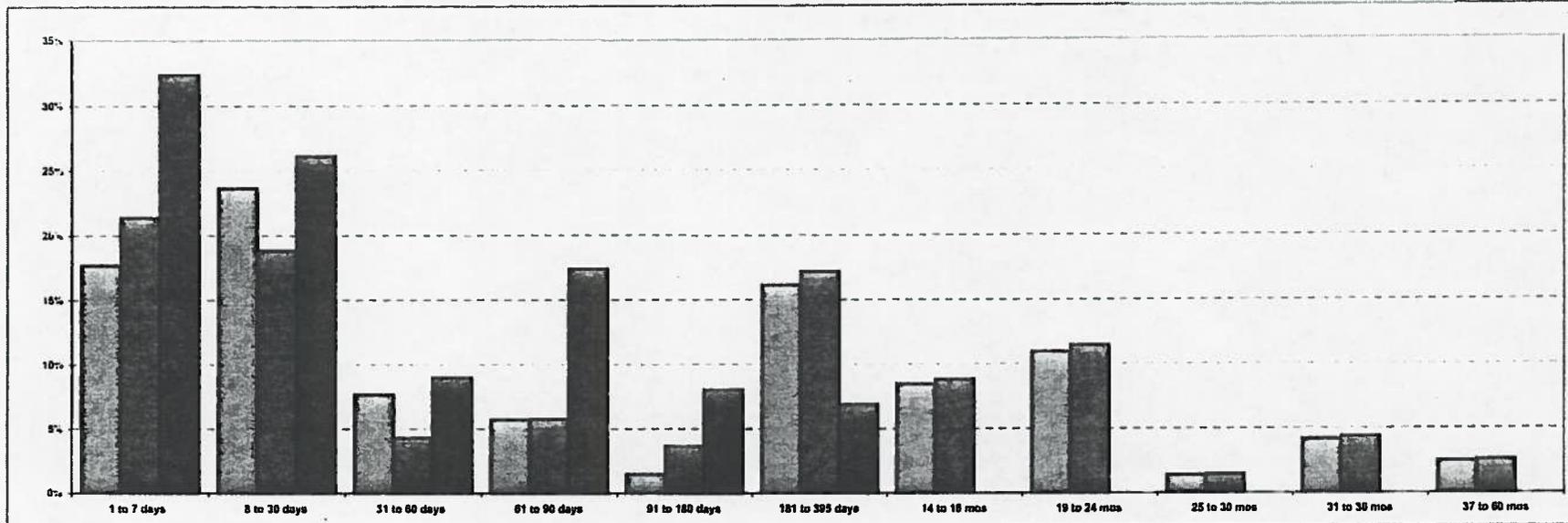


5.5 (12)

ORANGE COUNTY TREASURER - TAX COLLECTOR

MATURITIES DISTRIBUTION

March 31, 2012



ORANGE COUNTY INVESTMENT POOL		
	In Thousands	%
1 TO 7 DAYS	\$ 632,802	17.74%
8 TO 30 DAYS	844,392	23.67%
31 TO 60 DAYS	274,305	7.69%
61 TO 90 DAYS	205,160	5.75%
91 TO 180 DAYS	52,897	1.48%
181 TO 395 DAYS	575,911	16.14%
14 TO 18 MONTHS	302,432	8.48%
19 TO 24 MONTHS	391,680	10.98%
25 TO 30 MONTHS	49,735	1.40%
31 TO 36 MONTHS	149,201	4.18%
37 TO 60 MONTHS	88,743	2.49%
TOTAL	\$ 3,567,258	100.00%

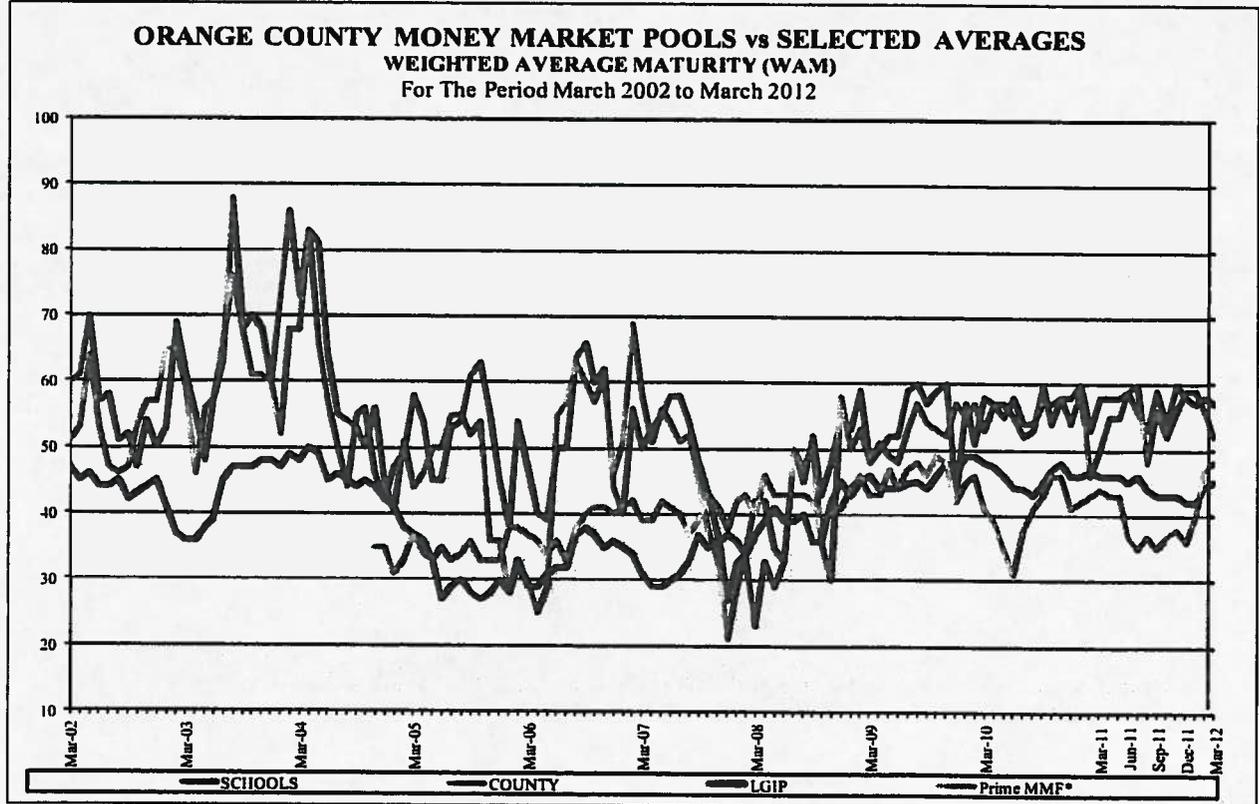
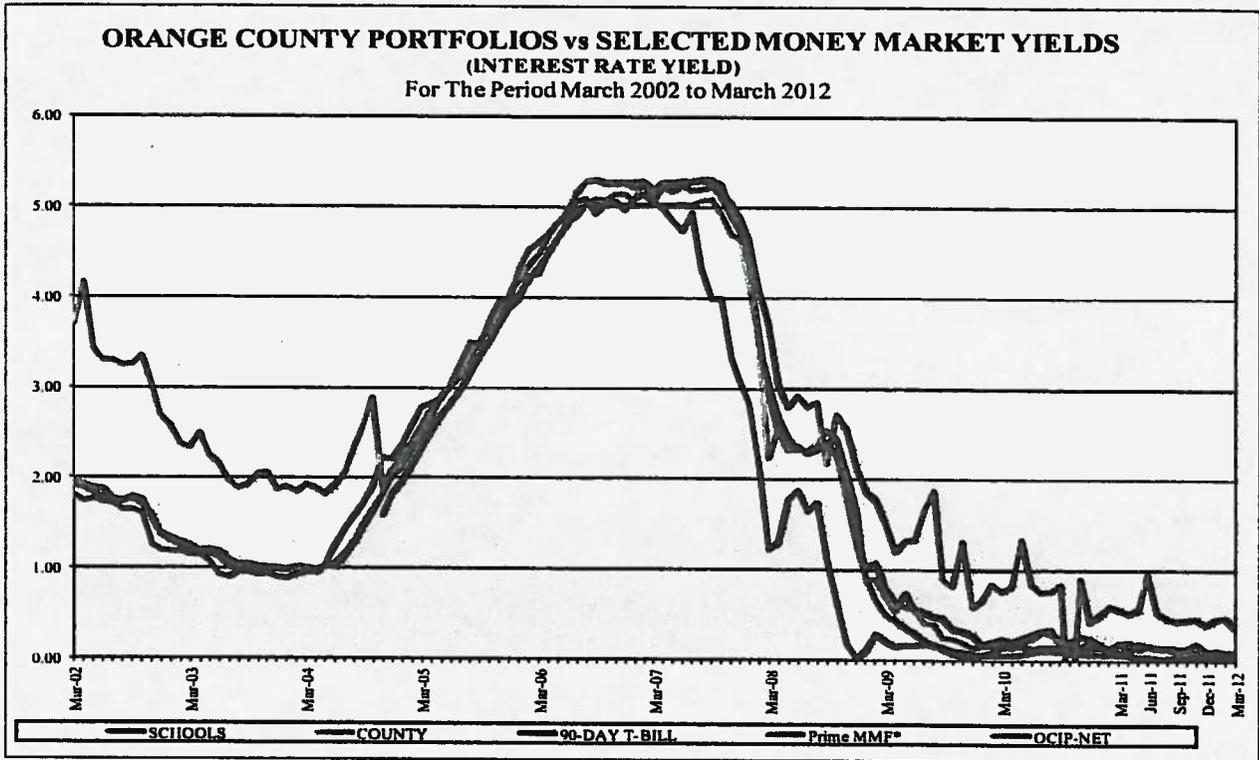
ORANGE COUNTY EDUCATIONAL INVESTMENT POOL		
	In Thousands	%
1 TO 7 DAYS	\$ 603,369	21.42%
8 TO 30 DAYS	531,449	18.87%
31 TO 60 DAYS	121,466	4.31%
61 TO 90 DAYS	162,769	5.78%
91 TO 180 DAYS	103,013	3.66%
181 TO 395 DAYS	484,782	17.22%
14 TO 18 MONTHS	249,158	8.85%
19 TO 24 MONTHS	322,685	11.46%
25 TO 30 MONTHS	40,975	1.46%
31 TO 36 MONTHS	122,919	4.37%
37 TO 60 MONTHS	73,111	2.60%
TOTAL	\$ 2,815,696	100.00%

JOHN WAYNE AIRPORT INVESTMENT POOL		
	In Thousands	%
1 TO 7 DAYS	\$ 16,108	32.42%
8 TO 30 DAYS	12,990	26.15%
31 TO 60 DAYS	4,475	9.01%
61 TO 90 DAYS	8,683	17.48%
91 TO 180 DAYS	4,000	8.05%
181 TO 395 DAYS	3,421	6.89%
TOTAL	\$ 49,677	100.00%

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

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

At 03/31/2012, Floating Rate Notes comprise 19.66%, 19.43%, and 36.59% of the Orange County Investment Pool, Orange County Educational Investment Pool, and JWA Investment Pool respectively.



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

•As of March 31, 2012 Prime MMF Yield – 0.01; WAM-48; LGIP WAM -45; 90-Day T-Bill – 0.08; OCIP – Net – 0.37

ORANGE COUNTY TREASURER-TAX COLLECTOR

INVESTMENT POOL YIELDS

April 1, 2011 - March 31, 2012

PERIOD ENDING - MONTH / YEAR	MONTH END MARKET VALUE	EARNINGS FOR MONTH	GROSS AVERAGE YIELD FOR MONTH	MONTH END WAM
<i>Current Month - March 2012</i>				
County Pool - Money Market Fund	\$ 1,937,115,182	\$ 230,083	0.17%	52
Educational Pool - Money Market Fund	\$ 1,473,651,276	\$ 230,552	0.16%	57
Extended Fund	\$ 2,992,257,094	\$ 1,968,895	0.77%	518
<i>February 2012</i>				
County Pool - Money Market Fund	\$ 1,618,895,973	\$ 215,304	0.17%	56
Educational Pool - Money Market Fund	\$ 1,702,918,932	\$ 231,002	0.15%	58
Extended Fund	\$ 3,002,982,508	\$ 2,328,546	0.98%	551
<i>January 2012</i>				
County Pool - Money Market Fund	\$ 1,580,753,259	\$ 274,588	0.20%	59
Educational Pool - Money Market Fund	\$ 2,013,633,120	\$ 260,880	0.16%	57
Extended Fund	\$ 3,001,297,668	\$ 2,488,820	0.98%	536
<i>December 2011</i>				
County Pool - Money Market Fund	\$ 1,843,592,007	\$ 224,769	0.12%	59
Educational Pool - Money Market Fund	\$ 2,096,783,911	\$ 272,903	0.19%	58
Extended Fund	\$ 2,998,955,288	\$ 2,198,356	0.87%	528
<i>November 2011</i>				
County Pool - Money Market Fund	\$ 1,955,838,383	\$ 262,403	0.19%	56
Educational Pool - Money Market Fund	\$ 1,298,945,638	\$ 327,269	0.29%	60
Extended Fund	\$ 2,989,748,491	\$ 2,258,196	0.92%	563
<i>October 2011</i>				
County Pool - Money Market Fund	\$ 1,513,583,810	\$ 239,620	0.21%	52
Educational Pool - Money Market Fund	\$ 1,400,458,868	\$ 313,014	0.23%	54
Extended Fund	\$ 2,984,884,089	\$ 2,199,341	0.87%	537
<i>September 2011</i>				
County Pool - Money Market Fund	\$ 1,288,981,027	\$ 229,126	0.19%	56
Educational Pool - Money Market Fund	\$ 1,705,474,505	\$ 306,342	0.23%	59
Extended Fund	\$ 2,991,003,088	\$ 2,035,827	0.86%	525
<i>August 2011</i>				
County Pool - Money Market Fund	\$ 1,571,688,190	\$ 268,415	0.23%	48
Educational Pool - Money Market Fund	\$ 1,626,604,271	\$ 330,393	0.25%	53
Extended Fund	\$ 2,894,577,747	\$ 2,287,480	0.91%	496
<i>July 2011</i>				
County Pool - Money Market Fund	\$ 1,215,261,283	\$ 283,741	0.23%	60
Educational Pool - Money Market Fund	\$ 1,552,917,241	\$ 346,909	0.25%	56
Extended Fund	\$ 3,087,390,117	\$ 2,549,206	0.97%	559
<i>June 2011</i>				
County Pool - Money Market Fund	\$ 1,380,569,718	\$ 305,351	0.26%	59
Educational Pool - Money Market Fund	\$ 1,637,794,658	\$ 391,562	0.26%	59
Extended Fund	\$ 3,084,704,556	\$ 4,693,708	1.85%	568
<i>May 2011</i>				
County Pool - Money Market Fund	\$ 1,496,426,470	\$ 386,220	0.29%	55
Educational Pool - Money Market Fund	\$ 1,823,593,419	\$ 423,526	0.24%	58
Extended Fund	\$ 3,089,751,388	\$ 2,917,145	1.11%	594
<i>April 2011</i>				
County Pool - Money Market Fund	\$ 1,795,762,515	\$ 418,804	0.20%	55
Educational Pool - Money Market Fund	\$ 2,194,748,538	\$ 416,447	0.30%	58
Extended Fund	\$ 3,080,792,149	\$ 2,787,254	1.10%	593
Fiscal Year July 1, 2011 - June 30, 2012				
	Average Market Value Balance	Interest Income: YTD	YTD Gross Yield	YTD Average
Orange County Investment Pool	\$ 3,256,137,643	\$ 13,373,589	0.55%	298
Orange County Educational Investment Pool	\$ 3,004,772,790	\$ 11,787,185	0.52%	273

**ORANGE COUNTY TREASURER-TAX COLLECTOR
CASH AVAILABILITY PROJECTION
FOR THE SIX MONTHS ENDING SEPTEMBER 30, 2012**

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

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

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

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

The Cash Availability Projection for the six months ending September 30, 2012, indicates the ability of the pools to meet projected cash flow requirements. However, there will usually be differences between projected and actual results because events and circumstances frequently do not occur as expected and those differences may be material.

ORANGE COUNTY INVESTMENT POOL				
Month	Investment Maturities	Projected Deposits	Projected Disbursements	Cumulative Available Cash
March 2012 - Ending Cash				\$ 20,119,295
April	\$ 1,017,920,969	\$ 1,611,424,354	\$ 1,695,876,286	953,588,333
May	434,338,451	283,262,563	628,134,498	1,043,054,848
June	241,457,265	286,468,869	402,642,083	1,168,338,898
July	181,695,312	470,598,911	545,243,034	1,275,390,088
August	163,168,442	457,056,077	439,452,411	1,456,162,196
September	52,589,908	252,496,354	407,682,357	1,353,566,100

ORANGE COUNTY EDUCATIONAL INVESTMENT POOL				
Month	Investment Maturities	Projected Deposits	Projected Disbursements	Cumulative Available Cash
March 2012 - Ending Cash				\$ 2,704,093
April	\$ 722,712,113	\$ 963,077,812	\$ 527,679,285	1,160,814,733
May	71,994,561	201,262,194	617,540,819	816,530,669
June	117,358,563	269,532,116	547,906,145	655,515,204
July	147,981,899	345,637,774	399,826,681	749,308,195
August	84,209,104	288,601,910	347,467,941	774,651,268
September	54,609,005	374,253,567	440,767,693	762,746,147



JOHN CHIANG

California State Controller

**LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE**

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

As of 04/13/2012, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 03/31/2012.

Earnings Ratio		.00001033084098709
Interest Rate		0.38%
Dollar Day Total	\$	13,606,755.47
Quarter End Principal Balance	\$	149,543.69
Quarterly Interest Earned	\$	140.57

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: May 7, 2012
Re:	Approval of Increase of Architect Services Agreement with Westberg+White – Phase I, Package 4, New Parking Lot/Adjacent Campus Road Alignment and Package 5, West and East end of Campus Pedestrian Mall at Santa Ana College	
Action:	Request for Approval	

BACKGROUND

Westberg+White architects are currently providing architectural services for various Santa Ana College campus improvement projects. On September 13, 2010, an architectural services agreement was approved for Westberg+White, Inc. to design various campus improvement projects, the new soccer field and new roadway cul-de-sacs for Santa Ana College (Package 1, 2, and 3). These projects are currently in construction. It is now necessary to proceed to Package 4 and 5 of the design of additional campus improvement projects including converting the current soccer field and adjacent existing parking lot into a parking lot area, fire lane access, alignment of Campus Road and the redesign of the west and east ends of the pedestrian mall.

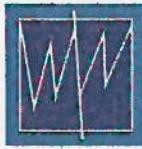
ANALYSIS

Total estimated architecture fees is \$532,500 plus reimbursable costs not to exceed \$8,000, based on an estimated Package 4 and 5 project budget of \$6.5 million. This will be an amendment to the current architectural contract with Westberg+White. This project is funded by Measure E. Estimated construction completion goal is for the 100th anniversary celebration of Santa Ana College in 2015.

RECOMMENDATION

It is recommended that the Board of Trustees approve the architect services agreement with Westberg+White for Phase I, Package 4, New Parking Lot/Adjacent Campus Road Alignment and Package 5, West and East end of Campus Pedestrian Mall at Santa Ana College as presented.

Fiscal Impact:	\$532,500 + an additional \$8,000 in estimated reimbursable expenses	Board Date: May 7, 2012
Prepared by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	



WESTBERG + WHITE
ARCHITECTS AND PLANNERS

April 11, 2012

Peter Hardash, Vice Chancellor
Rancho Santiago Community College District
2323 North Broadway, Suite 404-1
Santa Ana, CA 92780

Re: Purchase Order # 11-P0016197
Proposal for Increase of Architectural Services for Phase I, Package 4, New Parking Lot (former Soccer Field)/Adjacent Campus Road Alignment and Package 5, West and East end of Campus Pedestrian Mall
REVISED

Dear Peter,

Over the last few months our team has met with you, President Martinez and other College and District stake holders to discuss the development of various designs that are planned to be incorporated throughout the Campus. These projects include but are not limited to vehicular upgrade, signage, code compliant accessible pedestrian pathways, security upgrades as well as landscape and hardscape upgrades. During this activity we identified seven areas throughout the Campus that would be considered in need of upgrades. We identified these areas of work as Packages within Phase I of the Facilities Master Plan. Our office has been previously contracted with the District to provide Architectural Services for Packages 1, 2 & 3; these projects are for the realignment of College Avenue, adjacent parking lots, and a new soccer field and support structures and accessibility and traffic upgrades along the perimeter areas of the Campus. The construction documents for Packages 1 & 2 have been completed and is planned to start construction in early February while Package 3 is planned to be submitted to DSA for review the first week of February.

Our Design, Construction Documentation and Construction Administration Services for Package 4 & 5 are as follows;

Package IV –

New Parking Lot (former Soccer Field)/Adjacent Campus Road Alignment

Scope: Replace existing soccer field with new parking lot (site of potential future parking structure) and provide access north of lot for 20 ft. fire lane and pedestrian access way with landscape edges. Integrate and modify access from adjacent lot 11 to simplify access to Campus Road. Modify alignment and width of Campus Road and improvements to landscape and pedestrian edges.

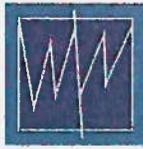
New Parking Lot (former Soccer Field)

Required Activity:

- Accessibility upgrades to meet code compliance
- Convert existing soccer field to new parking lot
- Design parking lot lighting for new parking lot
- Provide power and lighting for way finding signage as required.
- Design pedestrian access/fire lane north of new parking lot and adjacent lot 11 along southern edge of football field track

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- Provide pedestrian lighting and power around parking lot, along east/west fire road to the western edge of the pedestrian mall at the east side of the new parking lot.
- Design new hardscape areas for pedestrian areas defined above
- Revise path of travel associated with access to the campus
- Design landscaping

Alignment of Campus Road

Required Activity:

- Realign and adjust width of Campus Road between College Ave. and the eastern edge of the tennis courts south of Campus Road
- Review and design street lighting along Campus Road adjacent to this parking lot area and existing lot to the West of it.
- Provide power and lighting for way finding signage as required
- Relocate Bus Stop and indicate path of travel associated with access to the campus
- Redesign landscape along Campus Road and in parking lot

Package V –

Campus Pedestrian Mall

Scope: West End Pedestrian Mall

Redesign of the West end of the Pedestrian Mall, its adjacent pedestrian area East of the parking lot, continuing into the campus north and the mall area along west side of the Johnson building and east of the pool area, north of the pool and south of the Gym going east to the eastern edge of the football field/track, also the drive and adjacent areas along the existing fire lane behind the Johnson building and north to south behind east side of the existing two story high school program building south to Campus Road.

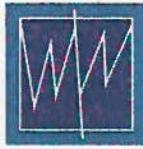
Required Activity:

- Design of new pedestrian mall along the north/south pedestrian mall east of pool area and west of Johnson building, and new parking lot extending south to Campus Road, also north of pool area and south of gym from east edge of pool area to football field edge on the west. Additionally areas south of Johnson/north of high school building and drive/parking area east of high school building extending down to Campus Rd.
- Provide pedestrian lighting and power for same pedestrian mall areas
- Provide new way finding signage, provide power and lighting as required in this area
- New landscape
- Accessibility upgrades as required for code compliance.
- Incorporate art opportunities into the design with power and lighting
- Relocate existing marble commemorative monument, power/lighting if required

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East End Pedestrian Mall

Scope: Redesign of east end of the pedestrian mall from east of Russell Hall to the west side of the Fine Arts building, including the area bounded by the south side of the administration building and adjacent buildings to the northern edge of the existing paved mall in front of the library building. Also included will be the area east of the library occupied by the amphitheater going east to the western side of Dunlap building.

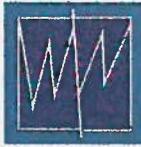
Required Activity:

- Review and revise design of power and lighting in these areas
- Provide pedestrian lighting and power for pedestrian areas between the administration building on the North and the library on the South and from the Russell Hall building on the West to the west side of building C, including the area just west of the Dunlap building.
- Provide new lighting for the redesign of the fountain
- New interlocking paving to replace the concrete east west pedestrian mall areas, while reducing the width of each by 10 ft. (net 20 ft. wide mall walks), and regarding the mounded turf areas to reduce the angle of slope.
- New hardscape, interlocking pavers, in some of the existing internal seating areas (currently turf areas)
- New depressed amphitheater/turf court area west of Dunlap building (SAC lawn)
- New landscape
- Existing tree pruning and removal throughout mall area
- Redesign existing water fountain and lighting
- New way finding signage
- Accessibility upgrades as required for code compliance.
- Incorporate Art opportunities into design location with power and lighting

Peter, Westberg+White and our consultant team are requesting an increase to our original Purchase Order, to perform the required Architectural Services for Package 4 & 5. The concept designs have been developed and the next step is to start the required documentation for the Department of the State Architect to review and approve. A preliminary estimate for Package 4 is set at \$ 3.5 million and Package 5, at \$3.0 million totaling \$6.5 million of additional construction. As with the previous packages, we plan on meeting President Martinez's goal of having this work constructed prior to the College's 100 year anniversary. To accomplish this goal, our team will need to start planning the appropriate phasing to minimize Campus interruptions along with supporting documentation to ensure the project is constructed in the appropriate manner during the school year.

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We propose compensation for the scope of services in accordance with Article VIII of our original Architectural Services Agreement dated September 13, 2010. Based on the increase construction cost of \$6,500,000, our fee is calculated as follows;

First	\$1 million cost @ 9 %	=\$ 90,000.00
Next	\$1 million cost @ 8.5%	=\$ 85,000.00
Next	\$4 million cost @ 8 %	=\$320,000.00
Next	\$4 million cost @7.5 %	=\$ 37,500.00
Total Estimated Architectural fee=		<u>\$532,500.00</u>

Peter, please don't hesitate to call our office if you need further information or clarification regarding the information listed above.

Sincerely,
Westberg + White

Gregory G Beard
Principal

Cc: Paul Westberg

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ARCHITECTS AND PLANNERS

ATTACHMENT 1

PROFESSIONAL SERVICES AGREEMENT

Between the Client:
Rancho Santiago Community College District
2323 North Broadway, Suite 404-1
Santa Ana, CA 92780

and the Architect:
Westberg + White
14471 Chambers Rd. Suite 210
Tustin, CA 92780

Paul Westberg CA License # C11045

Location:

Santa Ana Community College

Scope of Work:

Proposal for increase of Architectural Services for Phase I, Package 4, New Parking Lot (former Soccer Field)/Adjacent Campus Road Alignment and Package 5, West and East end of Campus Pedestrian Mall as stated in proposal letter dated April 11, 2012.

Fee:

Percentage of final cost of construction. Current fee is estimated at \$532,500.00

Reimbursable Expenses: Reimbursable Expenses are in addition to the fee and include those expenses incurred in the interest of the project. They include project-related travel (mileage and auto expenses); printing, plotting and reprographic costs, postage and delivery charges. These expenses will be compensated at 1.10 times the amounts invoiced to the Architect. We suggest the District budget an estimated \$8,000.00 for these project-related expenses.

Client:
Rancho Santiago Community
College District

By: _____
Peter Hardash, Vice Chancellor

Date: _____

Architect:
Westberg + White Architects

By: _____
Paul Westberg AIA
Managing Partner

Date: April 11, 2012

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date:	May 7, 2012
Re:	Approval of Architect Services Agreement with Westberg+White – Phase I, Central Plant Energy Analysis/Schematic Design Phase at Santa Ana College		
Action:	Request for Approval		

BACKGROUND

The 2011 Santa Ana College Facilities Master Plan identifies the need to construct a central plant to provide future cooling for almost all campus buildings. The centralized or district cooling plant is a highly effective strategy to reduce the College's energy use and carbon footprint. This study looked at the feasibility of constructing a new central cooling plant for Santa Ana College

Central cooling plants utilize a central refrigeration plant with a chilled water distribution system serving the air-conditioning systems in each building or facility.

Advantages of a central heating or cooling plant over individual ones for each building or facility in a group include reduced labor cost, lower energy cost, less space requirement, and simpler maintenance. Central cooling plants, using conventional, electrically driven refrigeration compressors, have the advantage of utilizing bulk electric supply at wholesale rates. Additionally, their flexible load factor, resulting from divergent load demands in the various buildings served, results in major operating economies.

ANALYSIS

The attached proposal from Westberg+White Architects is for a Phase 1 Santa Ana College central plant energy analysis and schematic designs necessary to design a central cooling plant operation for the campus. Phase 1 analysis and documentation will define and substantiate the scope of the Design Development Phase 2. The proposed fee for Phase 1 is \$134,800 plus a not to exceed reimbursable expense of \$5,000. Total fee for the project is \$139,800.

RECOMMENDATION

It is recommended that the Board of Trustees approve the architect services agreement with Westberg+White for Phase I, Central Plant Energy Analysis/Schematic Design Phase at Santa Ana College as presented.

Fiscal Impact:	\$134,800 + an additional \$5,000 in estimated reimbursable expenses	Board Date:	May 7, 2012
Prepared by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor		



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April 25, 2012

Peter Hardash, Vice Chancellor
Rancho Santiago Community College District
2323 North Broadway, Suite 404-1
Santa Ana, CA 92780

Attn: Mr. Peter Hardash, Vice Chancellor

RE: Phase 1 Central Plant Energy Analysis/Schematic Design Phase,
Santa Ana College

Dear Peter,

Westberg+White is pleased to submit our proposal for the Central Plant Energy Analysis/Schematic Design Phase. W+W and our consultant team have been working closely with the District and District representatives to obtain the information need to develop the new central plant and associated campus infrastructure. After meeting numerous times to define the scope, it was agreed that the first phase should be focused on the development of a comprehensive analysis to define and substantiate the scope of the second phase/Design Development Documentation. This analysis will also include a probable cost of construction and schedule for the entire project.

Santa Ana College opened its doors in 1915 as Santa Ana Junior College with 22 students enrolled. It was the second community college in Orange County and the fourth oldest in all of California. A bond issue passed in 1945, paving the way for development of a 55-acre campus on its current location at 17th Street and Bristol Street in the city of Santa Ana, California. Since that time, the college has evolved into one of the fastest growing colleges in the nation, serving close to 50,000 students annually. Due to the age of the campus and continued growth, a good number of the existing buildings have been earmarked for renovation or replacement.

The gradual growth of the campus over the past 57 years, did lend the building designs to a decentralized Heating, Ventilation & Air-conditioning system for each building. In order to maximize the overall campus energy savings and reduce the annual energy cost associated with the existing HVAC system, Santa Ana College would like to explore the feasibility of a Centralized HVAC system in the form of main central cooling plant to serve the cooling needs of the campus.

The following proposal will outline the scope and methodology of such a feasibility study.

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1.0 Perform a complete site investigation of the existing site gas distribution piping system and obtain the overall campus gas consumption load.

1. Site Visit to review existing conditions and determine existing campus gas load.
2. Required conferences for report documents.
3. Coordination meeting with Architect, Consultants and Utility Company.
4. Site survey report including the following:
 - A. Plumbing
 - 1) Perform a building-by-building gas load survey.
 - 2) Perform an inspection of visible, above ground gas piping and accessories.
 - 3) Review campus provided as-built drawings of each building and site plans.
 - 4) Generate a campus gas load survey report.
 - 5) Verify existing major equipment gas load and efficiency.
 - 6) Indicate existing gas point of entry into each building and campus existing gas distribution site piping.
 - 7) Meeting with gas company representative to evaluate the size of the two (2) existing gas meters serving the campus.

2.0 Scope of Engineering Services

2.1 Base Line Energy Consumption.

Base line energy consumption of the existing HVAC systems is the foundation of a sound sustainable energy plan. The following outlines the methodology of establishing the base line energy consumption of the existing HVAC.

- A. Establish the actual overall current campus energy consumption.
- B. Calculate the actual current utility rates for electricity and gas.
- C. Identify the status of all existing buildings. (Some of the existing buildings are scheduled for replacement as part of the master plan study).
- D. Identify all HVAC equipment serving each building.
- E. Calculate the energy consumption of the HVAC system for each building.
- F. Calculate the overall energy consumption of HVAC systems serving all buildings and its percentage of the overall campus energy consumption.

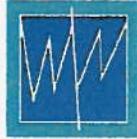
2.2 Building Heating/Cooling Load

- A. Identify the list of all existing buildings which will be connected to the new central plant.
- B. Study the existing HVAC system of each building identified in paragraph 2.2-A.
- C. Calculate the overall heating and cooling load for each building identified in paragraph 2.2-A.

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2.3 Building HVAC system Conversion

The existing HVAC systems serving the campus are decentralized systems. Each building is being served by its own dedicated system, ranging from 4-pipe fan coil to packaged rooftop gas-electric units. Connecting these buildings to the new central plant will require some modification to the existing HVAC systems; also a few of the buildings have been constructed or retrofitted recently. Therefore the cost benefit of such conversions should be studied and evaluated on a building by building basis.

- A. Study the feasibility of HVAC system conversion of each building identified in paragraph 2.2-A.
 - 1. Preliminary selection of proposed HVAC equipment replacement for building conversion.
 - 2. Prepare preliminary cost estimate associated with HVAC system conversion.
 - 3. Calculate the energy consumption of the proposed HVAC system identified in paragraph 2.3-A.1.
 - 4. Calculate the simple payback for each building conversion.
- B. Identify the final list of buildings which will be connected to central plant based on paragraph 2.3-A.

2.4 Central Plant Option

There are several different types of central plant systems available to choose from. Following is the list of central plant options and the methodology which will be examined.

- A. Conventional Air-Cooled Central Cooling Plant.
- B. Conventional Water-Cooled Central Plant.
- C. Central Plant with Thermal Energy Storage.
 - 1) Ice Storage.
 - 2) Chilled water Storage.
 - 3) Full-Load Thermal Energy Storage.
 - 4) Part-Load Thermal Energy Storage.
 - 5) Prepare cost estimates associated with HVAC system conversion.

2.5 Selection of Central Plant

In order to maximize the energy and energy cost savings associated with a new central plant system, each central plant option as outlined in paragraph 2.4 should be studied and compared based on the total savings and initial capital cost. Following is the methodology of selecting the new central plant:

- A. Calculate the capacity of the new central plant.
 - 1. Create the energy model for all buildings identified in paragraph 2.3-B.
 - 2. Estimate the heating / cooling load requirements of the future buildings as identified in the Master Plan.
 - 3. Create the associated energy model for buildings identified in paragraph 2.5-A.2.

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- B. Create overall energy model of the campus including all the buildings in paragraph 2.3-B and central plant options listed in section 2.4.
- C. Compare the feasibility of different types of central plants indicated in paragraph 2.4.
 - 1. Calculate the total energy and energy cost saving of each central plant and all associated buildings (6-options) vs. the existing HVAC systems.
 - 2. Prepare preliminary cost estimate for each central plant option.
 - 3. Calculate the simple payback of each central plant option.
- D. Select the most efficient option based on total energy / energy cost savings and payback period.

2.6 Report

Following outlines the scope of final report which is the only deliverable under this proposal.

- D. Base line energy consumption of the HVAC systems.
- E. Current utility rates.
- F. List of all HVAC equipment serving the buildings in the scope of work.
- G. Energy calculations of existing HVAC equipment for each building in the scope of work.
- H. Building HVAC systems conversion.
- I. Central Plant options.
- J. Central Plant selection.
- K. Cost Estimating
- L. Project Scheduling

2.7 Deliverables

- A. Our team proposes to perform the service mention within this proposal in 45 business days. This is with the assumption that the District plan room and access to campus buildings are readily available.
- B. Provide cost estimate for all HVAC conversions, infrastructure and new construction
- C. Coordinate with District and College for the development of a comprehensive project schedule that will outline sequencing of activities, phasing and construction schedule.

3.0 Work and Services Not Included

3.1 Services not included in the scope of work:

- A. Any and all design work including but not limited to the design of central plant, and / or building HVAC system conversions.
- B. Meeting with governing jurisdictions including DSA.

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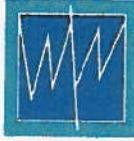
ATTACHMENT "A"
Supplemental Services

The following will be considered Supplemental Services and are not included in basic fee:

1. Services after owner's approval of scope of services.
2. Services to make measured drawings of or to investigate existing conditions or facilities to verify the accuracy of drawings or other information furnished by The Client.
3. Services to prepare documents out of sequence.
4. Services to prepare documents for design of central plant or building conversions or any design work not included in the scope of work of this proposal.
5. Consultation concerning of any work not included in the scope of work of this proposal.
6. Services resulting from the award of more than one prime contractor.
7. Engineering services for the design of site wet utilities.
8. Services or consultation after completion of the services indicated in this proposal.
9. Preparation of Record Drawings.
10. Preparing to serve or serving as a consultant or witness for Client or District in any litigation, arbitration, mediation, public hearing or other legal or administrative proceeding involving the Project.

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ATTACHMENT "B"
Santa Ana College Central Plant Building List

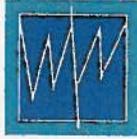
SANTA ANA COLLEGE CENTRAL PLANT BUILDING LIST

Existing Buildings					
Building	GSF	Year Built	To Remain	Connect to CP	HVAC Conversion
Building "A" - Cesar Chavez Building/Business/Computer	68,459	1990-99	YES	YES	YES
Building "B" - Middle College High School	16,320	2000-09	YES	MAYBE	YES
Building "C" - Fine Arts/ Art Gallery	24,980	1970-79	YES	YES	YES
Building "D" - Dunlap Hall	53,682	1970-79	YES	YES	YES
Building "F" - Locker Rooms	24,745	2000-09	YES	YES	YES
Building "G" - Cook Gym	34,612	1950-59	YES	FUTURE	NO
Building "I" - Classroom Building	23,000	2000-09	YES	YES	YES
Building "L" - Nealley Library and ALC	50,473	1950-59	YES	YES	YES
Building "M" - Museum/Planetarium	3,600	1960-69	YES	YES	YES
Building "N" - Music Building	13,860	1970-79	YES	MAYBE	MAYBE
Building "P" - Phillips Hall Theater	16,050	1950-59	YES	YES	YES
Building "R" - Russell Hall	55,710	1960-69	YES	YES	YES
Building "S" - Administration/Admissions/Counseling	24,304	1970-79	YES	YES	YES
Building "T" - Technical Arts	15,850	1970-79	YES	MAYBE	MAYBE
Building "U" - Johnson Campus Center/Bookstore/Cafeteria	54,364	1960-69	YES	YES	YES
Building "W" - Physical Education	21,600	1970-79	YES	YES	YES
Existing To Remain Totals:	445,556				
Proposed New Construction:					
	Proposed GSF			Connect to CP	HVAC Conversion
Vocational Technology Building	35,000			YES	NA
Middle College High School Building	30,000			YES	NA
Science Building	62,900			YES	NA
Allied Health Building	55,138			YES	NA
Fine Arts and Music Building	45,000			YES	NA
Perfroming Arts Building	40,000			YES	NA
Student Services Building	60,000			YES	NA
Central Plant		N/A			
Proposed New Construction Totals:	328,038				

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Peter, if you are in agreement with the information provided, please authorize us to begin by signing the enclosed agreement return the original for our files, we can also wait for a Purchase Order from you office. Westberg+White and our consultant team look forward to providing our services and continuing our business relationship with RSCCD. Please don't hesitate to me if you have any questions or need further information.

Sincerely,
Westberg+White Architects

Gregory G. Beard
Principal

Cc: Ron Beeler, FPPS
Paul Westberg, Westberg+White

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ATTACHMENT 1

PROFESSIONAL SERVICES AGREEMENT

Between the Client:

Rancho Santiago Community College District
2323 North Broadway, Suite 404-1
Santa Ana, CA 92780

and the Architect:

Westberg + White
14471 Chambers Rd. Suite 210
Tustin, CA 92780

Paul Westberg CA License # C11045

Location: Santa Ana Community College

Scope of Work: Phase 1 Central Plant Energy Analysis/Schematic Design Phase, Santa Ana College as stated in attached letter dated April 25, 2012

Fee: Fixed fee of \$134,800.00

Fee Breakdown: 50% of total fee at the end of the existing HVAC equipment survey.
25% of total fee upon submission of draft report.
25% of total fee upon submission of final report.

Reimbursable Expenses: Reimbursable Expenses are in addition to the fee and include those expenses incurred in the interest of the project. They include project-related travel (mileage and auto expenses); printing, plotting and reprographic costs, postage and delivery charges. These expenses will be compensated at 1.10 times the amounts invoiced to the Architect. We suggest the District budget an estimated \$5,000.00 for these project-related expenses.

Client:
Rancho Santiago Community College District

Architect:
Westberg + White Architects

By: _____
Peter Hardash, Vice Chancellor

By: _____
Paul Westberg AIA
Managing Partner

Date: _____

Date: April 25, 2012

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

To:	Board of Trustees	Date: May 7, 2012
Re:	Approval of Change Order #1, Bid #1179 – Road Alignment/Cul-de-sac and Parking Lot Expansion at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

On January 17, 2012, the Board of Trustees awarded a contract to Los Angeles Engineering Inc. for Bid #1179, Road Alignment/Cul-de-sac and Parking Lot Expansion at Santa Ana College.

ANALYSIS:

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

Change Order #1 increases the contract by \$82,043.00. The revised contract amount is \$2,488,223.00. The cost indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change order for the project is 3.41% 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 #1179 for Los Angeles Engineering Inc., Road Alignment/Cul-de-sac and Parking Lot Expansion at Santa Ana College as presented.

Fiscal Impact:	\$82,043.00	Board Date: May 7, 2012
Prepared by:	Alex Oviedo, District Construction Supervisor, District Construction & Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

CHANGE ORDER		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
Project:	Road Alignment/Cul-D-Sac and Parking Lot Expansion	Bid No. 1179	P.O. # P000258
		D.S.A. No.	#04-111929
Contractor:	Los Angeles Engineering Inc.	Change Order No.	1
Architect:	Westberg-White, Inc.	Date:	April 18, 2012

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

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$2,406,180.00
Previous Change Orders	\$0.00	
This Change Order	\$82,043.00	
Total Change Orders		\$82,043.00
Revised Contract Amount		\$2,488,223.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	22 calendar days	
Total Time Extensions		22 calendar days
Original Completion Date		May 15, 2013
Revised Contract Completion Date		May 15, 2013
RSCCD Board Approval Date		May 7, 2012

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

CHANGE ORDER

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

Project: *Road Alignment/Cul-D-Sac and Parking Lot Expansion*

Bid No. **1179**

P.O. # **P000258**

D.S.A. No. **#04-111929**

Contractor: *Los Angeles Engineering Inc.*

Change Order No. **1**

Architect: *Westberg-White, Inc.*

Date: **April 18, 2012**

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p>DESCRIPTION: Relocate Infiltration System on s/e area of site.</p> <p>REASON: Infiltration System will need to be moved due to alignment of existing electrical encasement. Re- Configure piping to accommodate change.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: 10 calendar days</p>		\$12,525.00
2.0	<p>DESCRIPTION: Furnish and install two additional traffic message boards</p> <p>REASON: To comply with traffic requirements for street closures</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: 0 calendar days</p>		\$1,725.00
3.0	<p>DESCRIPTION: Per Bulletin #1, Remove (35) existing trees in parking lot #12</p> <p>REASON: Trees will need to be removed to accommodate new trees indicated on plans.</p> <p>REQUESTOR: Architect</p> <p>TIME EXTENSION: 0 calendar days</p>		\$13,417.00
4.0	<p>DESCRIPTION: Remove existing saturated soil in street subgrade</p> <p>REASON: Existing subgrade soils are saturated and cannot be compacted. Replace with rock aggregate to stabilize subgrade for new AC Paving.</p> <p>REQUESTOR: Soils / District</p> <p>TIME EXTENSION: 12 calendar days</p>		\$54,376.00
Sub-Total		\$0.00	\$82,043.00
Total			\$82,043.00

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

To:	Board of Trustees	Date: May 7, 2012
Re:	Approval of Notice of Completion, Bid #1163 – Santa Ana College Baseball Complex ADA Upgrades	
Action:	Request for Approval	

BACKGROUND:

On July 27, 2010 the District approved a contract with B-One Construction Company, Inc. to complete the Baseball Complex ADA Upgrades at Santa Ana College.

As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

ANALYSIS:

The project was substantially complete on April 5, 2012 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project was \$329,717.00.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the Notice of Completion for the Baseball Complex ADA Upgrades at Santa Ana College as presented.

Fiscal Impact:	N/A	Board Date: May 7, 2012
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

RECORDING REQUESTED BY:
Rancho Santiago Comm. Coll. District
2323 N. Broadway
Santa Ana, CA 92706-1640

GOVERNMENT CODE 6103

AND WHEN RECORDED MAIL TO:

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

THIS SPACE FOR RECORDER'S USE ONLY

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2323 N. Broadway
Santa Ana, CA 92706-1640

NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santa Ana College, located at 1530 W. 17th St., Santa Ana, California, caused improvements to be made to the property to wit: Bid No. 1163/Santa Ana College Baseball Complex ADA Upgrades, the contract for the doing of which was heretofore entered into on the 7th day of July, 2010, which contract was made with B-One Construction, P.O. 11-P0015667, as contractor; that said improvements were completed on the 5th day of April, 2012, and accepted by formal action of the governing Board of said District on the 7th day of May, 2012; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is SureTec Insurance Company.

Rancho Santiago Community College District of
Orange County, California

by _____

State of California)
 §
County of Orange)

I, the undersigned, state that I have read the foregoing document, and know the contents thereof, and that the facts therein stated are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at _____ California, on
_____, 20__.

Signature _____
(include name of corporation, partnership, etc., if any)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: May 7, 2012
Re:	Award of Bid #1191 – M&O Roof at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

In compliance with Public Contract Code, Bid #1191 for the M&O roof at Santiago Canyon College was appropriately advertised and plans/specification made available to prospective bidders.

ANALYSIS:

Bids were opened on Friday, April 27, 2012 for the M&O roof project as noted on the attached bid results form. The lowest cost responsive responsible bidder was Letner Roofing Co. with a Bid of \$382,500.00

District staff has provided a “due diligence” review of the lowest responsive responsible bidder Letner Roofing Co. and verification has been made for the appropriate license, complied with necessary bond requirements, and have no record of labor complaints.

RECOMMENDATION:

It is recommended that the Board of Trustees award Bid #1191 for the M&O roof at Santiago Canyon College to Letner Roofing Co. as presented.

Fiscal Impact:	\$ 382,500.00	Board Date: May 7, 2012
Prepared by:	Darryl Odum, Director, District Construction & Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	



BID RESULTS

Bid # 1191

PROJECT: M & O Roof at Santiago Canyon College DUE DATE: April 27, 2012 @ 2:00 PM.

BIDDER	AMOUNT	BIDDER	AMOUNT	BIDDER	AMOUNT
Letner Roofing 1490 Glassell Street Orange, CA 92867	\$382,500.00				
Commercial Roofing Systems 11735 Goldring Rd. Arcadia, CA. 91006	\$404,940.00				
EMS Construction, Inc. 1040 S. Andreasen Dr. Suite 110 Escondido, CA 92029	\$428,000.00				
Best Contracting Services, Inc. 19027 S. Hamilton Ave. Gardena, CA. 90248	\$466,720.00				

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

To:	Board of Trustees	Date: May 7, 2012
Re:	Approval of Additional Electrical Engineering Services to Revise Construction Documents for Security Camera modifications for the Humanities Building at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 13, 2007, the Board of Trustees awarded a contract to LPA, Inc. to provide architectural design, engineering and landscaping documents for the Humanities Building at Santiago Canyon College.

ANALYSIS:

Additional electrical engineering services and revision of construction documents have been required of LPA in order to complete the security camera modifications for the Humanities Building at Santiago Canyon College.

The cost for these services is estimated at \$4,000.00 with no additional reimbursable expenses.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the request for additional services provided by LPA, Inc. in the amount of \$4,000.00 as presented.

Fiscal Impact:	\$4,000.00	Board Date: May 7, 2012
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

PROFESSIONAL SERVICES AUTHORIZATION

Client: **RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**
 2323 North Broadway, Suite 112
 Santa Ana, CA 92706

Attn: **Darryl Odum, Director, Construction & District Support Svcs**
 Email: **Odum_Darryl@rsccd.org / Gumbert_Robb@rsccd.org**
 Phone: **(714) 480-7516** Fax: **(714) 796-3910**

Project No.: **27034.10** Date: **April 9, 2012**
 Project: **Santiago Canyon College - Humanities Building**
 Location: **Orange** PSA No.: **10**
 Office: **Irvine** Issued By: **Young Min**
 Client Contract: LPA PIC: **Steve Flanagan**
 Client Job No.: License #: **C23695**
 LPA Contracts: **S. Forter Browne** LPA PM: **Young Min**

Execution of this document will confirm your request for professional services. Please refer to the 'Terms and Conditions' of the Architectural Services Agreement dated March 13, 2007. The 'Terms & Conditions' are a part of this Agreement. The Project is generally described as:

Santiago Canyon College - Humanities Building located within the Rancho Santiago Community College District.

LPA will provide: New Services Additional Services Revised Scope of Services

Services shall include:

Additional Electrical Engineering services to revise construction documents for owner-requested security camera modifications.

<u>Contract</u>	<u>Description</u>	<u>Fee</u>	<u>Approved</u>
PSA 0	Original Project	\$2,112,000	X
PSA 1	LEED Services	\$86,230	X
PSA 2	PV Coordination Structural Support; Roof Details	\$17,000	X
PSA 3	Modifications-Bridge & South Side of Bldg	\$37,200	X
PSA 4	Electrical - Fire Alarm Fiber Infrastructure	\$1,500	X
PSA 5	Humanities Bldg Modifications	\$37,400	X
PSA 6	Risk Assessment & Revision to SWPP Reports	\$9,500	X
PSA 7	Re-Design of Courtyard - Bldg North Side	\$4,500	X
PSA 8	Construction Administration: Contract Extension	\$367,301	X
PSA 9	Electrical Engineering: Smoke Evacuation/Control	\$8,750	X
PSA 10	Revision to CD's - Security Camera modifications	\$4,000	X
Total Fees to Date:		\$2,685,381	

Services shall commence upon receipt of a signed copy of this document and a retainer in the amount of \$0.00 and shall be completed:

Pursuant to project schedule.

LPA shall be compensated for these services as indicated below. Unless otherwise noted below, neither Consultant Costs nor Project Expenses are included in the LPA fee and shall be reimbursed to LPA per the 'Terms and Conditions' of the Architectural Services Agreement dated March 13, 2007. The 'Terms and Conditions' are a part of this Agreement.

Fee: **Fixed Fee \$4,000.00**
 Reimbursable Expenses: **None** Mark-up: **1.00**

The following consultants shall provide services for this scope of services:

Konsortium 1 - Electrical Engineering

Special Conditions:

None

Contract Status:	Services:	Expenses:	Contract Total:
Original Contract Amount:	\$2,112,000.00	\$211,200.00	\$2,323,200.00
Total of Previous Addenda:	<u>\$569,381.00</u>	<u>\$0.00</u>	<u>\$569,381.00</u>
Previous Totals:	\$2,681,381.00	\$0.00	\$2,892,581.00
This PSA Amount:	<u>\$4,000.00</u>	<u>\$0.00</u>	<u>\$4,000.00</u>
New Fee Totals:	\$2,685,381.00	\$211,200.00	\$2,896,581.00

Client Authorized Signature

Date

LPA Authorized Signature

Date


Steven Flanagan, AIA, LEED® AP, Principal

April 9, 2012

Please return one fully executed copy to LPA, Inc. at: 5161 California Avenue, Suite 100, Irvine, CA 92617 Tel: 949.261.1001 Fax: 949.260.1190

YM

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS AND FISCAL SERVICES

To: Board of Trustees	Date: May 7, 2012
Re: Approval of Using State-Approved HP Authorized Resellers	
Action: Request for Approval	

BACKGROUND

On November 16, 2009, the Board approved the Western States Contracting Alliance (WSCA) Master Price Agreement #B27146 for the purchase of computer equipment, software, peripherals and related services to Hewlett Packard Company (HP) as the primary vendor. Since then, all purchase orders and payments have been issued directly to HP.

Under the same agreement, all California local governments/public agencies including community colleges have the option to use state-approved HP's authorized resellers at their discretion. In doing so, it is necessary for the Board to approve the use of these resellers before issuing purchase orders and payments.

ANALYSIS

The benefits of using authorized HP resellers is the District can negotiate deeper discounts beyond the contract pricing and take advantage of promotional pricing. These discounts can result in major savings for the District. In addition, HP resellers have the ability to deliver products faster and provide better customer service on a one-on-one basis. There are approximately 1200 state-approved HP resellers in California that are allowed to provide products, support, and services on behalf of HP in accordance with the terms and conditions of the WSCA Contract. The District's intent is to use local HP resellers.

RECOMMENDATION

It is recommended that the Board of Trustees approve the District in using state-approved HP authorized resellers for the purchase of HP computer equipment, software, peripherals and related services in accordance with the terms and conditions of the WSCA Master Price Agreement #B27146 as presented.

Fiscal Impact: None	Board Date: May 7, 2012
Prepared by: Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by: Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

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

To:	Board of Trustees	Date: May 7, 2012
Re:	Approval of Independent Contractor Agreement with International Consortium for Educational and Economic Development (ICEED)	
Action:	Request for Approval	

BACKGROUND

Rancho Santiago Community College District received a State Trade and Export Promotion (STEP) grant from the United States Small Business Administration (SBA) to have the RSCCD Center for International Trade Development (CITD) assist local small businesses in the beauty industry to increase export sales. The CITD provides international business consulting, seminars and other training to local small businesses looking to create jobs and increase revenue through exports.

ANALYSIS

The SBA STEP program requires that the training and consulting be tailored to specific industries and markets. The services to be provided include one-one-one international business consulting, training for participation in trade missions and trade shows focused on the beauty industry, assistance with the development of business and marketing plans, and coordination of meetings with buyers and distributors. Due to the expertise required to comply with the goals and objectives of the grant, RSCCD plans to retain the services of the International Consortium for Education & Economic Development to provide the specialized services.

Project Administrator is Enrique Perez and Project Director is Jetza Torres.

RECOMMENDATION

It is recommended that the Board of Trustees approve the independent contractor agreement with the International Consortium for Educational and Economic Development (ICEED) as presented.

Fiscal Impact:	\$23,500.00	Board Date: May 7, 2012
Prepared by:	Enrique Perez, Assistant Vice Chancellor, Educational Services	
Submitted by:	John Didion, Executive Vice Chancellor, Human Resources and Educational Services and Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT, made and entered into this 8th day of May, 2012 by and between the INTERNATIONAL CONSORTIUM FOR EDUCATIONAL AND ECONOMIC DEVELOPMENT herein after referred to as INDEPENDENT CONTRACTOR and the RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereafter referred to as DISTRICT.

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

WHEREAS the DISTRICT, through one of its economic development programs, has received grant funds from the U.S. Small Business Administration and the California Community Colleges Chancellor's Office, for the performance of special services in connection with the California State Trade and Export Promotion project (STEP); and

WHEREAS the DISTRICT and INDEPENDENT CONTRACTOR mutually agree that the INDEPENDENT CONTRACTOR is specially qualified for and shall provide special services to the DISTRICT that no employee of the DISTRICT is qualified to perform and shall provide the following specific services:

Provide one-on-one international business consulting to small businesses that qualify to participate in the STEP project; Prepare the qualified small businesses for participation in the CODEPE and EBIO trade shows; Prepare the qualified small businesses for participation in trade missions and matchmaking meetings in Mexico City and Guadalajara. Coordinate and confirm matchmaking meetings with potential buyers and/or distributors; Provide status and other reports as required by DISTRICT and/or the STEP project.

WHEREAS the Governing Board has determined that the INDEPENDENT CONTRACTOR is specially trained and experienced and competent to perform the special services required, and

WHEREAS the DISTRICT under the terms of this Agreement hereby agrees to pay the INDEPENDENT CONTRACTOR for services at **Twenty Three Thousand Five Hundred Dollars & No Cents (\$23,500.00).**

The contracted services are to commence on or about **May 8, 2012** and to be completed on or about, but not later than **June 30, 2012.**

WHEREAS the INDEPENDENT CONTRACTOR in the performance of this Agreement shall be and act as an INDEPENDENT CONTRACTOR providing the necessary tools and equipment and provide the DISTRICT a final finished report and/or product within the prescribed time allocated, and

WHEREAS the INDEPENDENT CONTRACTOR shall assume all other expenses incurred in connection with the performance of this Agreement and the DISTRICT shall

not be responsible for payment of any other expenses. The fees specified, unless otherwise indicated and agreed to, shall be the only obligation of the DISTRICT. While engaged in carrying out and complying with any of the terms and conditions of this Agreement, the INDEPENDENT CONTRACTOR is not an officer, agent or employee of the DISTRICT, and

WHEREAS the INDEPENDENT CONTRACTOR shall provide worker's compensation insurance or self-insure services, and

WHEREAS the INDEPENDENT CONTRACTOR shall indemnify and hold harmless the DISTRICT, its officers, agents, and employees from every claim or demand made, and every liability, loss, damages, or expense, of any nature whatsoever, which may be incurred by reason of:

- a) Contractor agrees to defend, indemnify, and hold harmless the DISTRICT, its officers, agents, employees, and volunteers from all loss, cost, and expense arising out of any liability or claim of liability for personal injury, bodily injury to persons, contractual liability and damage to property sustained or claimed to have been sustained arising of activities of the INDEPENDENT CONTRACTOR, its subcontractors, or those of any of its officers, agents, or employees or volunteers, whether such act is authorized by this Agreement or not; and INDEPENDENT CONTRACTOR shall pay for any and all damage to the property of the DISTRICT, or loss or theft of such property, done or caused by such persons. DISTRICT assumes no responsibility whatsoever for any property placed on the premises. INDEPENDENT CONTRACTOR further agrees to waive all rights of subrogation against the DISTRICT. The provisions of the Article do not apply to any damage or losses caused by the negligence of the DISTRICT or any of its agents or employees.

WHEREAS the DISTRICT may at any time, with or without reason, terminate this AGREEMENT in whole or in part and compensate INDEPENDENT CONTRACTOR only for services satisfactorily rendered to the date of termination. Written notice by DISTRICT shall be sufficient to stop further performance of services by INDEPENDENT CONTRACTOR and shall specify the date of termination.

WHEREAS the parties to this Agreement, under penalty of perjury, certify that all of the above items are to the best of their knowledge true and correct statements.

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

(Signatures on the next page)

INTERNATIONAL CONSORTIUM
FOR EDUCATIONAL & ECONOMIC
DEVELOPMENT

RANCHO SANTIAGO
COMMUNITY COLLEGE DISTRICT

Signature

Signature

Printed Name

Printed Name

Title

Title

Address

Address

City/State

City/State

Date

Date

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To: Board of Trustees	Date: May 7, 2012
Re: Approval of First Amendment to Subcontract Agreements between RSCCD and MOMS Orange County, and CHOC/Help Me Grow for Early Head Start	
Action: Request for Approval	

BACKGROUND

Rancho Santiago Community College District received an Early Head Start Expansion grant from the United States Department of Health and Human Services Administration for Children and Families. The Early Head Start Program serves 140 children ages birth through three years old and their families, and pregnant mothers by providing comprehensive center- and home-based services.

ANALYSIS

Rancho Santiago Community College District's Early Head Start collaborative partners MOMS Orange County and CHOC/Help Me Grow agree that the performance in the funding period of September 30, 2011 through March 31, 2012 be extended through September 29, 2012.

The parties also agree to amend the Total Cost of each of the subcontract agreements.

- DO-12-009 MOMS Orange County – from \$78,511 to \$157,021 (increased by \$78,510)
- DO-12-010 CHOC/Help Me Grow – from \$89,451 to \$176,646 (increased by \$87,195)

Project Administrator Enrique Perez and Project Director is Dee Tucker.

RECOMMENDATION

It is recommended that the board approve the amendment to each subcontract agreement and 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: \$165,705	Board Date: May 7, 2012
Prepared by: Maria Gil, Interim Resource Development Coordinator	
Submitted by: Enrique Perez, Assistant Vice Chancellor of Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

**AMENDMENT ONE TO AGREEMENT BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
MOMS ORANGE COUNTY**

Early Head Start (Grant No. 09CH9091/01)

This **FIRST AMENDMENT** is entered into this 7th day of May 2012, between Rancho Santiago Community College District (hereinafter "RSCCD") and MOMS Orange County (hereinafter "SUBRECIPIENT") to amend that Agreement between the parties which commenced on September 30, 2011 and

WHEREAS, RSCCD received expansion funding of a grant entitled Early Head Start Expansion (Grant No. 09CH9091/01; CFDA No. 93.600) from the United States Department of Health and Human Services Administration for Children and Families (ACF) for the purpose of providing services to children and their families, and

WHEREAS, SUBRECIPIENT agreed to participate in the purpose of this grant; and RSCCD has the right to enter into agreements with outside entities for various services with the approval of the Board of Trustees;

WHEREAS, the parties desire to amend the following:

NOW THEREFORE, it is mutually agreed by RSCCD and SUBRECIPIENT to modify the agreement term by extending the performance end date of **March 31, 2012** through **September 29, 2012**, and thereby increase the contract amount to **\$157,021** (\$156,021 Operating Budget and \$1,000 Training and Technical Assistance Budget). This amendment also modifies section 14(b) of the sub-recipient agreement to which SUBRECIPIENT is no longer required to submit a monthly progress report and a final program report.

Except as amended herein, all other terms and provisions of the agreement, to the extent that they are not inconsistent with this First Amendment, remain unchanged.

IN WITNESS WHEREOF, the parties hereto certify that they have read and understand all the terms and conditions contained herein and have hereby caused this **FIRST AMENDMENT** to the Agreement to be executed as of this 7th day of May 2012.

**Rancho Santiago Community College
District**

MOMS Orange County

By: _____

By: _____

Name: Peter J. Hardash
Vice Chancellor, Business Operations
and Fiscal Services

Name: Pamela Pimentel
Title: Chief Executive Officer

Date: _____

Date: _____

**AMENDMENT ONE TO AGREEMENT BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
CHOC CHILDREN'S**

Early Head Start (Grant No. 09CH9091/01)

This **FIRST AMENDMENT** is entered into this 7th day of May 2012, between Rancho Santiago Community College District (hereinafter "RSCCD") and CHOC CHILDREN'S on behalf of HELP ME GROW OC (hereinafter "SUBRECIPIENT") to amend that Agreement between the parties which commenced on September 30, 2011 and

WHEREAS, RSCCD received expansion funding of a grant entitled Early Head Start Expansion (Grant No. 09CH9091/01; CFDA No. 93.600) from the United States Department of Health and Human Services Administration for Children and Families (ACF) for the purpose of providing services to children and their families, and

WHEREAS, SUBRECIPIENT agreed to participate in the purpose of this grant; and RSCCD has the right to enter into agreements with outside entities for various services with the approval of the Board of Trustees;

WHEREAS, the parties desire to amend the following:

NOW THEREFORE, it is mutually agreed by RSCCD and SUBRECIPIENT to modify the agreement term by extending the performance end date of **March 31, 2012** through **September 29, 2012**, and thereby increase the contract amount to **\$176,646** (\$171,896 Operating Budget and \$4,750 Training and Technical Assistance Budget). This amendment also modifies section 14(b) of the sub-recipient agreement to which SUBRECIPIENT is no longer required to submit a monthly progress report and a final program report.

Except as amended herein, all other terms and provisions of the agreement, to the extent that they are not inconsistent with this First Amendment, remain unchanged.

IN WITNESS WHEREOF, the parties hereto certify that they have read and understand all the terms and conditions contained herein and have hereby caused this **FIRST AMENDMENT** to the Agreement to be executed as of this 7th day of May 2012.

**Rancho Santiago Community College
District**

CHOC CHILDREN'S

By: _____

By: _____

Name: Peter J. Hardash

Name: Debra Mathis

Vice Chancellor, Business

Title: Operations and Fiscal Services

Title: Chief Operating Officer

Date: _____

Date: _____

HELP ME GROW OC

By: _____

Name: Rebecca Hernandez, MSED

Title: Manager

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To:	Board of Trustees	Date: May 7, 2012
Re:	Adoption of Resolution No. 12-22 – Office of Statewide Health Planning and Development – Song-Brown Registered Nurse Capitation Grant	
Action:	Request for Adoption of Resolution No. 12-22	

BACKGROUND

The Santa Ana College Nursing Program was awarded a Song-Brown Registered Nurse Capitation grant from the Office of Statewide Health Planning and Development in recognition of SAC's successful and innovative strategy to provide the highest quality of instruction for students. The award amount is \$120,000 for a two-year funding cycle from July 1, 2012 through August 15, 2014, in accordance with the funding terms and conditions as set forth and incorporated into contract agreement 12-3059. Funds are provided for the registered nurse education program of six (6) full-time Associate Degree in Nursing students in contract year 2012-2013 and six (6) full-time Associate Degree in Nursing students in contract year 2013-2014 at Santa Ana College. The SAC Nursing Program is to be paid a capitated rate of \$10,000 per student per contract year.

ANALYSIS

The Office of Statewide Health Planning and Development is requesting that the Board of Trustees adopts a resolution authorizing the Chancellor or designee to sign the grant contract and any related contractual document.

RECOMMENDATION

It is recommended that the board adopts this resolution that authorizes the Chancellor or his designee to sign and enter into a related contractual agreement on behalf of the district.

Fiscal Impact: none	Board Date: May 7, 2012
Prepared by: Maria Gil, Interim Resource Development Coordinator	
Submitted by: Enrique Perez, Assistant Vice Chancellor of Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

RESOLUTION

This resolution is adopted to certify the approval of the Board of Trustees for Santa Ana College to implement a Song-Brown Registered Nurse Capitation grant from the Office of Health Planning and Development, and to authorize designated personnel to sign related contractual documents for fiscal years 2012/2013 and 2013/2014.

RESOLUTION NO. 12-22

BE IT RESOLVED that the Board of Trustees of Rancho Santiago Community College District authorizes entering into an agreement (#12-3059) with the Office of Health Planning and Development to implement the Song-Brown Registered Nurse Capitation grant and authorizes the persons listed below to sign the contract agreement and related documents for the Board of Trustees.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
<u>Raúl Rodríguez</u>	<u>Chancellor</u>	_____
<u>John Didion</u>	<u>Executive Vice Chancellor</u>	_____
<u>Peter J. Hardash</u>	<u>Vice Chancellor</u>	_____

PASSED AND ADOPTED THIS 7th day of May, 2012, by the Board of Trustees of Rancho Santiago Community College District of Orange County, California.

I, Arianna P. Barrios, Clerk of the Board of Trustees of Rancho Santiago Community College District, of Orange County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

(Clerk's Signature)

(Date)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To:	Board of Trustees	Date: May 7, 2012
Re:	Adoption of Resolution No. 12-23 – Office of Statewide Health Planning and Development – Song-Brown Registered Nurse Special Program Grant	
Action:	Request for Adoption of Resolution No. 12-23	

BACKGROUND

The Santa Ana College Nursing Program was awarded a Song-Brown Registered Nurse Special Program grant from the Office of Statewide Health Planning and Development in recognition of SAC’s successful and innovative strategy to provide the highest quality of instruction for students. The award amount is \$105,000 for a two-year funding cycle from July 1, 2012 through August 15, 2014, in accordance with the funding terms and conditions as set forth and incorporated into contract agreement 12-3060. Funding is provided to the Associates Degree in Nursing Program at Santa Ana College to support first semester nursing students through the funding of a Student Services Coordinator and Clinical Teaching Assistants. The Student Services Coordinator will provide support to students through a case management model to identify student needs, evaluate student efforts, and coordinate strategies to improve student success. The Clinical Teaching Assistants will reduce attrition by working with students in both the clinical setting and simulation lab.

ANALYSIS

The Office of Statewide Health Planning and Development is requesting that the Board of Trustees adopts a resolution authorizing the Chancellor or designee to sign the grant contract and any related contractual document.

RECOMMENDATION

It is recommended that the board adopts this resolution that authorizes the Chancellor or his designee to sign and enter into a related contractual agreement on behalf of the district.

Fiscal Impact: none	Board Date: May 7, 2012
Prepared by: Maria Gil, Interim Resource Development Coordinator	
Submitted by: Enrique Perez, Assistant Vice Chancellor of Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

RESOLUTION

This resolution is adopted to certify the approval of the Board of Trustees for Santa Ana College to implement a Song-Brown Registered Nurse Special Program grant from the Office of Health Planning and Development, and to authorize designated personnel to sign related contractual documents for fiscal years 2012/2013 and 2013/2014.

RESOLUTION NO. 12-23

BE IT RESOLVED that the Board of Trustees of Rancho Santiago Community College District authorizes entering into an agreement (#12-3060) with the Office of Health Planning and Development to implement the Song-Brown Registered Nurse Special Program grant and authorizes the persons listed below to sign the contract agreement and related documents for the Board of Trustees.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
<u>Raúl Rodríguez</u>	<u>Chancellor</u>	_____
<u>John Didion</u>	<u>Executive Vice Chancellor</u>	_____
<u>Peter J. Hardash</u>	<u>Vice Chancellor</u>	_____

PASSED AND ADOPTED THIS 7th day of May, 2012, by the Board of Trustees of Rancho Santiago Community College District of Orange County, California.

I, Arianna P. Barrios, Clerk of the Board of Trustees of Rancho Santiago Community College District, of Orange County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

(Clerk's Signature)

(Date)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
EDUCATIONAL SERVICES**

To: Board of Trustees	Date: May 7, 2012
Re: Adoption of Revised Board Policy 9006	
Action: Request for Approval	

BACKGROUND

The Board Policy Committee met on February 27, 2012 and reviewed a request from the Student Trustee for clarification on the protocol surrounding the student trustee's advisory vote. The committee directed staff to revise language in the appropriate board policy and submit the revised language to the Board on April 23, 2012 for first reading.

ANALYSIS

The relevant policy is:

BP9006 – Student Trustee

RECOMMENDATION

It is recommended that the Board adopt the revisions to this policy.

Fiscal Impact: None	Board Date: May 7, 2012
Prepared by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Submitted by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

Student Trustee - BP9006

Revised March 28, 2011

The Board shall include one non-voting student member. The term of office shall be one year commencing June 1.

The student member shall be a resident of California at the time of nomination, and during the term of service, and shall be enrolled in and maintain a minimum of five (5) semester units in the District at the time of nomination and throughout the term of service. The student member is not required to give up employment with the District. The student shall maintain the standards of scholarship and eligibility criteria enumerated in Administrative Regulation 9006.

The student member shall be seated with the Board and shall be recognized as a full member of the Board at meetings. The student member is entitled to participate in discussion of issues and receive all materials presented to members of the Board (except for closed session). The student member shall be entitled to any mileage allowance necessary to attend board meetings to the same extent as publicly elected trustees.

The student member shall have the privilege to cast an advisory vote, although the vote shall not be included in determining the vote required to carry any measure before the board. The student member may, prior to the vote on any item before the Board, advise the President of the Board that the student member would like to cast his/her vote first as a means of providing advice to the Board. The student member shall not be liable for any acts of the Governing Board.

On or before May 15 of each year, the Board shall consider whether to afford the student member any of the following privileges:

- The privilege to make and second motions;
- The privilege to attend closed sessions, other than closed sessions on personnel or collective bargaining matters;
- The privilege to receive compensation for meeting attendance and the amount of that compensation, up to the amount prescribed by Education Code Section 72425.
- The privilege to serve a term commencing on May 15.
- The privilege to serve on Board committees.

Legal Reference: Education Code Sections 72023.5 and 72425

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

(Chancellor's Office)

To: Board of Trustees	Date: May 7, 2012
Re: Approval of Privileges for Student Trustee	
Action: Request for Action	

BACKGROUND

Board Policy 9006 delineates the qualifications and responsibilities of the student trustee. In accordance with requirements contained in the Education Code, the board of trustees must take action on or before May 15 of each year to delineate the privileges of the student trustee for the following year, which begins June 1.

ANALYSIS

The potential list of privileges that can be afforded to the student trustee were reviewed last year by the Board Policy Committee and are reflected in the recommendation.

RECOMMENDATION

It is recommended that the Board of Trustees approve 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.

Fiscal Impact: \$8,100	Board Date: May 7, 2012
Prepared by: Anita Lucarelli, Executive Assistant to the Board of Trustees	
Submitted by: Raúl Rodríguez, Ph.D., Chancellor	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Office of the Chancellor

To:	Board of Trustees	Date: May 7, 2012
Re:	Adoption of Resolution No. 12-24 and Order of Biennial Trustee Election 2012 and Specifications of the Election Order	
Action:	Request for Approval	

BACKGROUND

The terms of four of the current trustees expire on December 7, 2012:

- Arianna Barrios
- David Chapel
- Brian E. Conley
- Mark McLoughlin

ANALYSIS

The attached resolution instructs the County Superintendent to consolidate the election of RSCCD Board members with the election to be held on Tuesday, November 6, 2012.

RECOMMENDATION

The administration recommends approval of Resolution No. 12-24 and Order of Biennial Trustee Election and Specifications of the Election Order.

Fiscal Impact: None	Board Date: May 7, 2012
Prepared by: Anita Lucarelli, Executive Assistant to the Board of Trustees	
Submitted by: Raúl Rodríguez, Ph.D., Chancellor	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
RESOLUTION NUMBER 12-24 – Biennial Trustee Election

Excerpt from the Journal of the Board of Trustees/Education of the Rancho Santiago Community College District of Orange County, State of California, for a regular meeting held on the 7th day of May, 2012, at 4:30 p.m. at which the following members were:

PRESENT: _____

ABSENT: _____

On motion of Member _____, seconded by Member _____, a Resolution and Order of Election and Specifications of the Election Order was adopted by the following vote:

AYES: MEMBERS _____

NOES: MEMBERS _____

ABSENT: MEMBERS _____

Certified a correct copy this 7th day of May, 2012.

Arianna Barrios, Clerk
Rancho Santiago Community College District

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Santa Ana, California

Board of Trustees

Resolution No. 12-24

RESOLUTION AND ORDER OF BIENNIAL TRUSTEE ELECTION
AND SPECIFICATIONS OF THE ELECTION ORDER

WHEREAS, the election of governing board members is ordered by law pursuant to §5000 of the Education Code to fill the office of members whose terms expire on December 7, 2012, next succeeding the election,

NOW BE IT RESOLVED that pursuant to the authority of Education Code §5304 and 5322, the County Superintendent of Schools, Orange County, is hereby informed of the specifications of the election order for the forthcoming Biennial Governing Board Election to be held on Tuesday, November 6, 2012.

The County Superintendent is further ordered to consolidate this election in accordance with Education Code Sections 5340 and 5342.

Dated this 7th day of May, 2012.

Arianna Barrios, Clerk