

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Board of Trustees (Regular meeting)
Monday, February 27, 2017
2323 North Broadway, #107
Santa Ana, CA 92706

District Mission

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

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

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

Americans with Disabilities Acts (ADA)

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

A G E N D A

1.0 PROCEDURAL MATTERS

4:30 p.m.

1.1 Call to Order

1.2 Pledge of Allegiance to the United States Flag

1.3 Approval of Additions or Corrections to Agenda

Action

1.4 Public Comment

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

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 February 6, 2017

Action

1.6 Approval of Consent Calendar

Action

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

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

2.0 BOARD PLANNING SESSION

- 2.1 Board of Trustee's Annual Planning Session Information
- The planning session will include the following documents and activities:
- A review of the Board's Planning Design, as adopted on February 19, 2013.
 - An Annual Progress Report on the Rancho Santiago Community College District Goals.
 - Enrollment and Marketing Trends/Activities

3.0 INFORMATIONAL ITEMS AND ORAL REPORTS

- 3.1 Report from the Chancellor
- 3.2 Reports from College Presidents
- Enrollment
 - Facilities
 - College activities
- 3.3 Report from Student Trustee
- 3.4 Reports from Student Presidents
- Student activities
- 3.5 Report from Classified Representative
- 3.6 Reports from Academic Senate Presidents
- Senate meetings

4.0 INSTRUCTION

- *4.1 Adoption of Resolution No. 17-04 – California Guided Pathways Project Action
- The administration recommends adoption of Resolution No. 17-04 – California Guided Pathways Project and authorization be given to the chancellor or his designee to sign and enter into a related contractual agreement.
- *4.2 Approval of New Educational Affiliation Agreement for Occupational Therapy Assistant (OTA) Program with BHC Alhambra Hospital Action
- The administration recommends approval of the new educational affiliation agreement for the OTA program with BHC Alhambra Hospital in Rosemead, California.
- *4.3 Approval of New Educational Affiliation Agreement for Occupational Therapy Assistant Program with El Monte City School District Action
- The administration recommends approval of the new educational affiliation agreement for the OTA program with El Monte City School District in El Monte, California.

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

- *4.4 Approval of New Educational Affiliation Agreement for Occupational Therapy Assistant Program with PRN Desert Rehabilitation Institute Action
The administration recommends approval of the new educational affiliation agreement for the OTA program with PRN Desert Rehabilitation Institute in El Centro, California.
- *4.5 Approval of New Educational Affiliation Agreement for Speech-Language Pathology Assistant Program with SenseAbilities Therapy Group Action
The administration recommends approval of the new educational affiliation agreement for the Speech-Language Pathology Assistant program with SenseAbilities Therapy Group in Riverside, California.
- *4.6 Approval of New Educational Affiliation Agreement for Speech-Language Pathology Assistant Program with Del Sol School Action
The administration recommends approval of the new educational affiliation agreement for the Speech-Language Pathology Assistant program with Del Sol School in Cypress, California.
- *4.7 Approval of Criminal Justice Academies (CJA) Amendment Number Eleven to Contract #Z1000000068 with County of Orange Action
The administration recommends approval of the CJA Amendment Number Eleven to Contract #Z1000000068 with the County of Orange in Santa Ana, California.
- *4.8 Approval of Criminal Justice Academies Amendment Number Six to Contract #MA-060-11010909 with County of Orange Action
The administration recommends approval of the CJA Amendment Number Six to Contract #MA-060-11010909 with the County of Orange in Santa Ana, California.
- *4.9 Approval of Criminal Justice Academies Amendment Number One to Contract #MA-060-13010027 with County of Orange Action
The administration recommends approval of the CJA Amendment Number One to Contract #MA-060-13010027 with the County of Orange in Santa Ana, California.
- *4.10 Approval of Renewal of Clinical Community Health Training Affiliation Agreement for Nursing Program with Vanguard University Action
The administration recommends approval of renewal of the clinical community health training affiliation agreement for the nursing program with Vanguard University located in Costa Mesa, California.
- *4.11 Approval of College Central Network, Inc. Career Services Central Application Service Provider (ASP) Agreement Action
The administration recommends approval of the College Central Network, Inc. Career Services Central ASP agreement as presented.

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

- *4.12 Approval of Amendment No. 1 to Contract No. 105916 Professional Services Agreement for Fire Technology Wellness Program with City of Glendale Action
The administration recommends approval of Amendment No. 1 to contract No. 105916 professional services agreement for the fire technology wellness program with the city of Glendale in California.
- *4.13 Approval of Fire Technology Agreement Renewal with State of California, Department of Parks and Recreation Action
The administration recommends approval of the agreement renewal with the State of California, Department of Parks and Recreation in San Clemente, California.
- *4.14 This item was deleted,
- *4.15 Approval of Instructional Services Agreement with Orange Unified School District (OUSD) Action
The administration recommends approval of the instructional services agreement with OUSD to give authorization to Santiago Canyon College (SCC) Orange Education Center (OEC) to provide noncredit courses to adults leading to an adult high school diploma for the period of March 10, 2017, through June 30, 2018, as presented.

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 from January 23, 2017, to February 10, 2017.
- *5.3 Ratification of Award of Bid #1310 for Door Hardware Replacement at Buildings C (Fine Arts), H (Hammond Hall), L (Library), R (Russell Hall), and S (Administration) at Santa Ana College (SAC) Action
The administration recommends ratification of the award of Bid #1310 for door hardware replacement at Buildings C, H, L, R, and S at SAC as presented.

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

- *5.4 Approval of Appointment to Measure E Citizens' Bond Oversight Committee Action
The administration recommends approval of the appointment for the Measure E Citizens' Bond Oversight Committee for the 2017 calendar year as presented.
- *5.5 Approval of Appointments to Measure Q Citizens' Bond Oversight Committee Action
The administration recommends approval of the appointments for the Measure Q Citizens' Bond Oversight Committee for the 2017 calendar year as presented.
- *5.6 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period December 7, 2016, through January 31, 2017.

6.0 GENERAL

- *6.1 Approval of Resource Development Items Action
The administration recommends approval of budgets, acceptance of grants, and authorization for the Vice Chancellor of Business Operations/Fiscal Services or his designee to enter into related contractual agreements on behalf of the district for the following:
- | | |
|--|--------------|
| - Calrecycle Beverage Container Recycling Grant (District) | \$ 191,200 |
| - Career Technical Education Data Unlocked Initiative (District) – <i>Augmentation</i> | \$ 80,000 |
| - Disabled Students Programs & Services (DSPS) (SAC) | \$ 1,167,322 |
| - Project RAISE (Regional Alliance in STEM [Science, Technology, Engineering, and Mathematics] Education) – Year 1 (SAC) | \$ 20,000 |
| - Strong Workforce Program – Regional Share (District) | \$26,038,597 |
| - Urban Agriculture Community-Based Research Experience (U-ACRE 3.0) (SAC) | \$ 16,500 |
| - Workforce Investment Act Title I – Youth Grand/Seeds to Trees – Career Academy Scholars Program (SAC) | \$ 6,539 |
- *6.2 Approval of Sub-Agreement between RSCCD and Cerritos, Citrus, Coast, Compton, El Camino, Glendale, Long Beach, Los Angeles, Mt. San Antonio, North Orange County, Pasadena Area, Rio Hondo, Santa Monica, and South Orange County Community College Districts for Strong Workforce Program – Regional Funds Initiative Action
The administration recommends approval of the sub-agreements and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into related contractual agreements on behalf of the district.

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

*6.3 Approval of Sub-Agreement between RSCCD and Concentric Sky for Career Technical Education (CTE) Data Unlocked Initiative Action

The administration recommends approval of the sub-agreement and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

6.4 Board Member Comments Information

RECESS TO CLOSED SESSION

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

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

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

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Full-time Faculty
 - b. Part-time Faculty
 - c. Classified Staff
 - d. Student Workers
 - e. Professional Experts
 - f. Educational Administrator Appointments
 - (1) Dean
 - (2) Public Information Officer
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Ms. Judy Chitlik, Interim Vice Chancellor of Human Resources
Employee Organizations: Faculty Association of Rancho Santiago Community College District (FARSCCD)
California School Employees Association (CSEA), Chapter 579
California School Employees Association, Chapter 888
4. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
 - a. Chancellor
5. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

RECONVENE

Issues discussed in Closed Session (Board Clerk)

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

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.

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7.0 HUMAN RESOURCES

7.1 Management/Academic Personnel

Action

- Approval of 2016-2017 Permanent Cabinet Annual Salary Schedule
- Approval of 2016-2017 Permanent Management Annual Salary Schedule
- Approval of New Job Descriptions
- Approval of Appointments
- Approval of Changes of Assignment
- Approval of Interim Assignments
- Approval of 2017-2018 Institutional Tenure Review Recommendations
- Ratification of Resignations/Retirements
- Approval of Adjusted Effective Dates of Retirement
- Approval of Banked Leaves of Absence
- Approval of Leaves of Absence
- Approval of Adjusted 2015-2016 Contract Stipends
- Approval of Beyond Contract/Overload Stipends
- Approval of Adjusted Beyond Contract/Overload Hourly Step Increases
- Approval of Adjusted Part-time Hourly FARSCCD Rates Due to Column Change
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Intern Services

7.2 Classified Personnel

Action

- Approval of 2016-2017 CSEA Salary Schedule
- Approval of Out of Class Assignments
- Approval of Changes in Position
- Approval of Salary Placement Corrections
- Approval of Professional Growth Increments
- Ratification of Resignations/Retirements
- Approval of Temporary Assignments
- Approval of Additional Hours for Ongoing Assignments
- Approval of Short Term Assignments
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Instructional Associates/Associate Assistants
- Approval of Community Service Presenters and Stipends
- Approval of Student Assistant Lists & Stipends

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

It is recommended that the board approve the agreement with CSEA, Chapter 579 for the period of July 1, 2016, through June 30, 2017.

- 7.4 Approval of Compensation Adjustment for Management and Cabinet Employees Action

The administration recommends approval of a 1.06% salary adjustment and a 0.5% off-schedule payment for management and cabinet employees effective July 1, 2016.

- 7.5 Approval of Agreement with AON Consulting, Inc. for Benefit Plan Consultation Services Action

The administration recommends approval of the agreement with AON Consulting, Inc. for benefit plan consultation services.

- 7.6 Approval of Employee Calendar for 2017-2018 Action

The administration recommends approval of the 2017-2018 Employee Calendar.

- 8.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on March 13, 2017.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)

2323 North Broadway, #107

Santa Ana, CA 92706

Board of Trustees

(Regular meeting)

February 6, 2017

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:34 p.m. by Mr. John Hanna. Other members present were Ms. Claudia Alvarez, Ms. Arianna Barrios, Mr. Zeke Hernandez, Mr. Larry Labrado, Ms. Nelida Mendoza, and Ms. Esther Chian. Mr. Phillip Yarbrough was present via teleconference.

Administrators present during the regular meeting were Ms. Judy Chitlik, Mr. Peter Hardash, Dr. John Hernandez, Dr. Raúl Rodríguez, and Dr. Linda Rose. Ms. Anita Lucarelli was present as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Ms. Teresa Mercado-Cota, Assistant Dean, Student Services, Santa Ana College (SAC).

Mr. Hanna asked for a moment of silence to consider RSCCD students as they begin the new semester and the men and women of the armed services serving on active duty.

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Labrado and seconded by Ms. Alvarez to approve removing Item 4.4 (Appointments and Reaffirmations for Measure Q Citizens' Bond Oversight Committee) from the agenda, a revised page to Item 4.9 (Resolution No. 17-01 – Resolution Authorizing Emergency Contracts for Immediate Construction Improvements to SAC Johnson Student Center), an addendum to Item 6.2 (Classified). The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

1.4 Public Comment

Ms. Kristen Guzmán spoke regarding the proposal to the district from the Faculty Association of Rancho Santiago Community College District (FARSCCD).

Mr. Jeffrey Michels introduced himself as president of the California Community College Independents and spoke regarding the impasse between the district and FARSCCD.

1.5 Approval of Minutes

It was moved by Ms. Alvarez and seconded by Mr. Hernandez to approve the minutes of the meeting held January 9, 2017. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Ms. Mendoza, and Mr. Yarbrough, and votes of abstention from Ms. Barrios and Mr. Labrado (since they were not in attendance at the meeting). Student Trustee Chian’s advisory vote was aye.

1.6 Approval of Consent Calendar

It was moved by Mr. Labrado and seconded by Ms. Alvarez to approve the recommended action on the following items (as indicated by an asterisk on the agenda) on the Consent Calendar. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian’s advisory vote was aye.

3.1 Approval of Dual Enrollment Consulting Agreement in Partnership with the California Community Colleges Chancellor’s Office

The board approved the Dual Enrollment Consulting Agreement in partnership with the California Community Colleges Chancellor’s Office as presented.

3.2 Approval of Amendment for Nursing, Occupational Therapy Assistant, Pharmacy Technician, Speech Therapy, and Emergency Medical Technician (EMT) Programs Agreement – Children’s Hospital of Orange County (CHOC) – Without Instructor

The board approved the amendment for Nursing, Occupational Therapy Assistant, Pharmacy Technician, Speech Therapy, and EMT Programs agreement with CHOC located in Orange, California.

3.3 Approval of Instructional Services Agreement with South Coast College

The board approved the Instructional Services agreement with South Coast College which authorizes Santiago Canyon College (SCC) Orange Education Center (OEC) to provide noncredit employment preparation classes to adults for the period of February 7, 2017, through June 30, 2018, as presented.

4.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

4.2 Approval of Budget Increases/Decreases, Transfers, and Intrafund and Interfund Transfers

The board approved budget increases/decreases, transfers, and intrafund and interfund transfers from December 12, 2016, to January 22, 2017.

4.3 Approval of Appointments and Reaffirmations for Measure E Citizens’ Bond Oversight Committee

The board approved the appointments and reaffirmations of the Measure E Citizens’ Bond Oversight Committee for the 2017 calendar year as presented.

1.6 Approval of Consent Calendar (contd.)

4.5 Approval of Lease Agreement between RSCCD and Congressman Jose Luis “Lou” Correa at District Office, 2323 North Broadway, Santa Ana, California

The board approved the lease agreement between RSCCD and Congressman Correa as presented.

4.6 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended December 31, 2016

The board approved the CCFS-311Q for the period ending December 31, 2016, as presented.

4.8 Approval of Lease Agreement with Xentaurs

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

4.10 Approval of Change Order #1 for Best Contracting Services for Buildings E (Fitness), G (Gymnasium), K (Welding), and S (Administration) Roof Replacements at Santa Ana College

The board approved change order #1 for Best Contracting Services for Buildings E, G, K, and S roof replacements at SAC as presented.

4.11 Acceptance of Completion of Bid #1298 for Buildings E (Fitness), G (Gymnasium), K (Welding), and S (Administration) Roof Replacements at Santa Ana College and Approval of Recording of Notice of Completion

The board accepted the project as complete and approved filing a Notice of Completion with the County as presented.

4.12 Acceptance of Completion of Bid #1301 for Storm Water Improvements at Santa Ana College Orange County Sheriff’s Regional Training Academy and Approval of Recording of Notice of Completion

The board accepted the project as complete and approved filing a Notice of Completion with the County as presented.

4.13 Approval of Amendment to Agreement with Terracon Consultants, Inc. for Environmental Consulting Services for Orange Education Center at Santiago Canyon College

The board approved the amendment with Terracon Consultants, Inc. in Irvine for environmental consulting services at SCC OEC as presented.

4.14 Award of Bid #1313 for Irrigation Controller Upgrades at Santiago Canyon College

The board awarded Bid #1313 to Aramexx Construction in Upland for irrigation controller upgrades at SCC as presented.

1.6 Approval of Consent Calendar (contd.)

4.15 Approval of Surplus Property

The board approved declaring the list of equipment as surplus property and utilizing The Liquidation Company to conduct an auction as presented.

4.16 Approval of Donation of Surplus Items

The board approved the donation of surplus items to the Garden Grove Unified School District as presented.

4.17 Approval of Independent Contractor

The board approved the following independent contractor: Karen E. Beltramo to provide research, data analysis, and creation of a database to track students by information and communications technology sub-sector to understand the successes and/or failures of the district's programs and investments in these programs. Dates of service are February 7, 2017, through November 30, 2017. The fee is estimated at \$30,000.

5.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the Vice Chancellor of Business Operations/Fiscal Services or his designee to enter into related contractual agreements on behalf of the district for the following:

-Project RAISE (Regional Alliance in STEM [science, technology, engineering, and mathematics] Education) – Year 1 (SCC)	\$ 20,000
-Santa Ana Middle College High School (SAC) - <i>Augmentation</i>	\$ 10,000
-Orange County SBDC (Small Business Development Center) - Union Bank Small Business Technical Assistance Program (Dist.)	\$ 90,000
-Strong Workforce Program – Local Share (SAC/SCC)	\$2,468,508
-Student Mental Health Program – Mini Grant (SCC)	\$ 700
-Zero Textbook Cost Degree Program (SAC)	\$ 35,000

5.2 Approval of First Amendment to Sub-Agreement between RSCCD and Applied Learning Science for Career Technical Education (CTE) Data Unlocked Initiative

The board approved the first amendment to the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

1.7 Presentation on Information Technology Services (ITS) Strategic Technology Plan

Ms. Lee Krichmar, Assistant Vice Chancellor, Information Technology Services; and Dr. George Sweeney, Associate Professor/Coordinator, Math/Student Equity, SAC, and Co-chair, Technology Advisory Group; gave a presentation on the ITS Strategic Technology Plan for 2017-2020. Board members received clarification on data related to the presentation from Ms. Krichmar and Dr. Sweeney.

1.8 Presentation on Student Success Scorecard

Mr. Carlos Lopez, Vice President, Academic Affairs, SAC; Ms. Janice Love, Director, College Research Student Services, SAC; and Mr. Aaron Voelcker, Dean, Institutional Effectiveness, Library and Learning Support Services, Santiago Canyon College; provided a report on the 2016 Student Success Scorecard for Santa Ana College and Santiago Canyon College. The annual report is based upon college data submitted to the state through the Chancellor's Office management information system (MIS). Mr. Lopez reviewed the background of the report including Assembly Bill 1417 and legislation authorizing the California Community Colleges Chancellor's Office (CCCCO) to design and implement a performance measurement system. The outcomes of the report are for the system as a whole and for individual colleges, and it is not designed to rank colleges but provide a consistent set of data for colleges to evaluate its own progress over time. The scorecard shows how colleges perform on metrics designed to identify achievement gaps in the following three primary areas of the community college mission: basic skills, career technical education, and transfer. The report is available to the public on the CCCCCO website. Mr. Lopez reviewed the information provided for each college including a description of the college; annual unduplicated headcount of students, gender, age, and ethnicity of students; full-time equivalent student (FTES) information; course sections (credit and non-credit); median credit section size; percentage of full-time faculty; percentage of first generation students; and student counseling ratio.

Ms. Love reviewed SAC and SCC data compared to the state average of the three momentum points: remedial, persistence, and 30+ units. Mr. Voelcker reviewed the completion outcomes for SAC and SCC by demographics, career development and college preparation, and career technical education. He also stated that the cohorts were being tracked for a six-year period (2005-2006 to 2009-2010).

Ms. Barrios asked for the factors that may have contributed to the decline of the completion outcomes from 2005-2006 to 2009-2010. Mr. Voelcker indicated that the study is a cohort-based model and the opportunity to intervene and study the data does not present itself until the data is released by the state chancellor's office. Mr. Lopez stated that the data is for a 6-year time period and includes data from the years that community colleges state-wide were flooded with students which caused a decrease in completion rates in the report. Mr. Lopez reported that data from this report has been used to redesign the math department at SAC which increased completion outcomes, although the increase in completion outcomes is not reflected in the current report.

Mr. Labrado asked if it were possible that some of the students in the completion outcomes had graduated and transferred to four-year colleges. Mr. Voelcker answered affirmatively and indicated that the outcome numerator included students who had completed degrees or certificates of achievements, transfers, or those who were prepared to transfer to a four-year college.

1.8 Presentation on Student Success Scorecard (contd.)

Since the latest data in this report is from 2009-2010, Ms. Alvarez asked if current data was available from counselors at each college so staff could respond in a more timely matter to data collected and provided to the state chancellor's office. Mr. Voelcker indicated that it is difficult to replicate the state chancellor's report model since the state report includes data that would not be available to district staff such as students attending another community college before they attended SAC or SCC, etc. The district is improving its reporting methods and it is hopeful the data will be more accessible to staff. He stated that the data is sent to the state chancellor's office via a MIS report and the state's student identification numbers are not the same student identification numbers the district uses. Ms. Alvarez asked if the district's Information Technology (IT) department would be able to create a program to translate the data so staff could use it in a more timely manner. She asked how data was tracked prior to 2005. Mr. Voelcker indicated that the data had been reported through an Accountability Reporting for the California Community Colleges (ARCC) report and the 12 Measures of Success report. He reported that the district tracked similar metrics in the ARCC report and 12 Measures of Success report but did not use the same exact metrics that the state chancellor's office uses. Ms. Alvarez expressed concern over the lack of current data to assist RSCCD students in succeeding in their educational goals. Mr. Voelcker indicated district staff currently tracks and analyzes data from the Student Support Services Program (SSSP), student equity plans, enrollment management plans, local community, the district's student population, and educational master plans to assist students in succeeding in their educational goals.

Ms. Alvarez and Ms. Barrios expressed concern over the scorecard including data that is six years old. Mr. Voelcker indicated that it may be a reasonable amount of time for a California community college student to achieve some of the outcomes. Mr. Lopez indicated that RSCCD serves a diverse set of students that may only be able to take one class a semester or one class a year to complete a degree.

Mr. Voelcker reported that all colleges within the California community college system are currently being awarded strong workforce program dollars specifically targeting the career technical education students and it appears that SAC's enrollment figures in this area are increasing. Although, he stated that the results of the strong workforce dollars will not be included in the scorecard report for several years due to the 6-year cohort model.

Ms. Barrios expressed concern that staff are making decisions on data provided from a scorecard with data that is six years old and asked if staff are using the cohorts used in the report to project current data.

Mr. Voelcker indicated staff are also using the Career Technical Education employment outcome survey data that the state chancellor's office releases once a year.

1.8 Presentation on Student Success Scorecard (contd.)

Although the staff is obligated by the State Chancellor's Office to present the scorecard data to the board of trustees, Mr. Voelcker stated that staff uses additional data to make decisions regarding student success. Ms. Alvarez asked that next year's presentation include more current data. Dr. Rodríguez reported that the district uses the 12 Measures of Success and other formative data to make decisions for the success of RSCCD students.

Mr. Lopez reported that students who do not have social security numbers are not included in the cohort data. As a Hispanic-serving district, Ms. Barrios asked how many students, including all immigrant students, do not have valid social security numbers. Mr. Voelcker indicated 38% of SAC students do not have valid social security numbers, while 3.8% of SCC students do not have valid social security numbers. Ms. Barrios indicated that 38% is a large number of students not included in the scorecard data. Ms. Barrios indicated as a board member, she visits legislators on behalf of Rancho students and it gives her the opportunity to bring up this discrepancy in the report.

Mr. Voelcker reported that the data presented at today's meeting is much more accurate for SCC students than SAC students because of the 38% of SAC students who do not have valid social security numbers. Mr. Lopez indicated that staff realize the report does not reflect accurate numbers for SAC students; therefore, staff does not solely rely on the scorecard report, but uses other data as well, in developing programs and strategies for student success.

Board members thanked Mr. Lopez, Ms. Love, and Mr. Voelcker for the presentation.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

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

2.5 Report from Classified Representative (The board president called upon the classified representative to give her report at this time.)

Ms. Connie Ramos, President, CSEA, Chapter 579, provided a report to the board on behalf of the classified staff.

2.2 Reports from College Presidents

The following college representatives provided reports to the board:

Dr. John Hernandez, Interim President, Santiago Canyon College
Dr. Linda Rose, President, Santa Ana College

2.3 Report from Student Trustee

Ms. Chian 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:

Ms. Esther Chian, Student President, Santiago Canyon College

Ms. Lisette Cervantes, Student Vice President, Santa Ana College

2.6 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Mr. Michael DeCarbo, Academic Senate President, Santiago Canyon College

Dr. Elliott Jones, Academic Senate President, Santa Ana College

2.7 Informational Presentation on the Governor's Proposed Budget

Mr. Hardash provided a presentation on the budget to the board. Board members received clarification on items related to the budget from Mr. Hardash.

2.8 Reports from Board Committee Chairpersons

The February 2, 2017, Board Facilities Committee meeting was cancelled; therefore, there was no report.

3.0 INSTRUCTION

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

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 4.1, 4.2, 4.3, 4.5, 4.6, 4.8, and 4.10 through 4.17 were approved as part of Item 1.6 (Consent Calendar).

4.4 This item was removed from the agenda during Item 1.3 (Additions or Corrections to Agenda).

Mr. Yarbrough left the meeting at this time.

4.7 Quarterly Investment Report as of December 31, 2016

The quarterly investment report as of December 31, 2016, was presented as information.

4.9 Adoption of Resolution No. 17-01 – Resolution Authorizing Emergency Contracts for Immediate Construction Improvements to Johnson Student Center at Santa Ana College (SAC) Pursuant to Public Contract Code Section 20654

It was moved by Mr. Labrado and seconded by Ms. Alvarez to adopt Resolution No. 17-01 – Resolution authorizing emergency contracts for immediate construction improvements to the Johnson Student Center at Santa Ana College pursuant to Public Contract Code Section 20654 as presented. Discussion ensued. The motion carried with the following vote: Aye –Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Chian’s advisory vote was aye.

5.0 GENERAL

Items 5.1 and 5.2 were approved as part of Item 1.6 (Consent Calendar).

5.3 Board Member Comments

Ms. Chian commended SAC staff on the Welcome/Wayfinder Campaign (staff greeted and assisted students in navigating their way through the construction zones on campus).

Mr. Hernandez provided an oral and written report on the Community College League of California (CCLC) Effective Trusteeship Workshop and Legislative Conference held in Sacramento on January 27-30, 2017. Mr. Hanna asked that Mr. Hernandez’ written report be attached to the minutes.

Ms. Barrios invited board members to the Community Foundation of Orange Gala on February 10. She indicated the Foundation will be honoring Orange County Supervisor Todd Spitzer and is raising monies for several programs including the veterans program at Santiago Canyon College.

Ms. Barrios thanked Ms. Victoria Williams for her assistance in scheduling the chorale in May at SCC. Ms. Barrios indicated she will be singing as a member of the chorale.

Ms. Mendoza received clarification that the April 12th board meeting is to be held on a Wednesday (due to the Passover celebration on Monday/Tuesday).

Ms. Mendoza thanked the Early Childhood Education Center staff for the photo book of her and Ms. Barrios reading to the children on December 12, 2016.

Mr. Hanna commended staff on the informative presentations given at the board meeting.

Mr. Hanna welcomed Congressman Lou Correa as a new tenant to the Rancho building (Item 4.5 – Lease Agreement) and indicated Congressman Correa’s first one-minute address to Congress was on protecting students/staff on campus.

5.3 Board Member Comments (contd.)

Mr. Hanna provided a report on the CCLC Advisory Committee on Legislation (January 28) meeting and the Legislative Conference (January 29-30) held in Sacramento. He indicated that discussion occurred regarding the distribution of Proposition 98 and the Pathways program (which uses categorical monies). Mr. Hanna expressed appreciation for being able to attend the conference since it provides the opportunity to hear how other districts are handling items. He plans to provide information from the conference to distribute to board members, Academic Senate presidents, CSEA representatives, and student presidents.

Mr. Hanna reported that he attended the CSEA, Chapter 579, state-wide meeting held at the district office on January 21.

Mr. Hanna commended Ms. Mercado-Cota on assisting students and staff on receiving information about air bag recalls.

Mr. Hanna expressed appreciation for the public speakers regarding the impasse with FARSCCD and assured staff that the board is engaged with and has confidence in the district's bargaining team.

RECESS TO CLOSED SESSION

The board convened into closed session at 8:11 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Full-time Faculty
 - b. Part-time Faculty
 - c. Classified Staff
 - d. Student Workers
 - e. Professional Experts
2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Ms. Judy Chitlik, Interim Vice Chancellor of Human Resources
Employee Organizations: Faculty Association of Rancho Santiago Community College District
California School Employees Association (CSEA), Chapter 579
3. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
 - a. Chancellor
4. Student Expulsion (pursuant to Education Code 72122)
Student Identification (I.D.) #1956059
Student I.D. #2028006
Student I.D. #2173613
5. Liability Claim (pursuant to Government Code Section 54956.95)
 - a. EMP1603216

Ms. Chian left the meeting at this time.

RECONVENE

The board reconvened at 10:02 p.m.

Public Comment

There were no public comments.

Closed Session Report

Ms. Barrios reported during closed session the board discussed public employment, labor negotiations, the chancellor's evaluation, a liability claim, and student expulsions; and the board took action to expel Student I.D. #1956059, Student I.D. #2028006, and Student I.D. # 2173613 during closed session with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Mr. Yarbrough was not present for the vote since he left the meeting earlier.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

It was moved by Ms. Alvarez and seconded by Ms. Mendoza to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza.

- Approve New Job Descriptions
- Approve Revised Job Descriptions
- Approve Changes of Assignment
- Ratify Resignations/Retirements
- Approve FARSCCD Beyond Contract Hourly Step Increases Effective Spring 2017
- Approve FARSCCD Part-time Hourly Step Increases Effective Spring 2017
- Approve Continuing Education Faculty Association (CEFA) Part-time Hourly Step Increases Effective Fall 2016 (Additional) or Spring 2017
- Approve Adjusted Effective Date(s) for Hiring of Temporary Long-term Substitutes per Education Code 87481 & 87482
- Approve Adjusted Effective Date(s) for 2016-2017 Contract Extension Days
- Approve 2016-2017 Contract Stipends
- Approve Beyond Contract/Overload Stipends
- Approve Part-time/Hourly Column Changes
- Approve Adjusted Part-time/Beyond Contract Hourly Step Increases
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

6.2 Classified Personnel

It was moved by Ms. Alvarez and seconded by Ms. Mendoza to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza.

- Approve Revised Miscellaneous Pay Schedules
- Approve Revised Interim Hourly Salary Schedules
- Approve New Appointments
- Approve Temporary to Contract Assignments
- Approve Longevity Increments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Changes in Position
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Temporary to Hourly Ongoing Assignments
- Approve Temporary Assignments
- Approve Changes in Temporary Assignments
- Approve Additional Hours for Ongoing Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters and Stipends
- Approve Volunteers
- Approve Student Assistant Lists

6.3 Approval of Non-Credit Instructional Calendar for 2017-2018

It was moved by Mr. Labrado and seconded by Ms. Alvarez to approve the 2017-2018 Non-Credit Instructional Calendar. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza.

6.4 Adoption of Resolution No. 17-02 Authorizing Payment to a Trustee Absent from Board Meeting

It was moved by Ms. Alvarez and seconded by Mr. Hernandez to adopt Resolution No. 17-02 authorizing payment to Trustee Larry Labrado who was absent from the January 9, 2017, board meeting. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Ms. Mendoza; and a vote of abstention from Mr. Labrado.

6.5 Adoption of Resolution No. 17-03 Authorizing Payment to a Trustee Absent from Board Meeting

It was moved by Ms. Alvarez and seconded by Mr. Hernandez to adopt Resolution No. 17-02 authorizing payment to Trustee Arianna Barrios who was absent from the January 9, 2017, board meeting. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza.

6.6 Rejection of Claim

It was moved by Ms. Barrios and seconded by Ms. Mendoza to authorize the chancellor or his designee to reject claim #EMP1603216. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza.

7.0 ADJOURNMENT

The next regular meeting and Board Planning Session of the Board of Trustees will be held on Monday, February 27, 2017.

There being no further business, Mr. Hanna declared the meeting adjourned at 10:05 p.m.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: February 27, 2017

February 3, 2017

To: RSCCD Board of Trustees
From: Zeke Hernandez, Trustee Area #1
Re: CCLC Conference - Review

Providing short thoughts on participation at CCLC Legislative Conference & New Trustee Workshop (Jan 27-30, 2016)

New Trustee Workshop

~ Attended following Tracks: "Intro to the Brown Act", "Intro to Roles & Responsibilities", "Effective Trusteeship", "Student Success & Equity", "Board's Role in Fiscal Policy", and "Board/CEO Partnership - Making It Work."

- * Interacted among many Trustees and Administrators, including Student Trustees and Student Government Leaders.
- * There are substantial new amendments to the Brown Act, some effective 1/1/17.
- * Need to look at better working relationship with OCCCL Task Force.
- * Good conversations with Pasadena City College Super/Pres Dr. Rajen Vurdien, CCCD Chancellor Dr. John Weispfenning, and NCCCD Chancellor Dr. Cheryl Marshall + many other administrators.
- * Great interactions with local OC Trustees Barbara Dunsheath (NOCCCD), Jim Moreno (CCCD), + many others from other districts.

NOTE: List of conference attendees is being provided to Anita for resource info.

Legislative Program

~ Attended following Legislator Town Halls: "Conversation with CA State Treasurer John Chiang" and "Conversation with Assemblymember Jose Medina".

- * Reconnected with Treasurer Chiang on local community & college issues; connected with Najia Rosales, Director of Business Development & External Affairs (No Cal).
- * Talked with Assemblyman Medina and his Chief of Staff Lucy Camarillo on CC and personal topics.

~ With Trustee Phil Yarbrough and Townsend Public Affairs reps Casey Elliott, ChelseaVongehr - we visited offices of Senators Janet Nguyen and John Moorlach: and Assemblymembers Tom Daly and Rocky Chavez. Able to meet with Chavez, which was a very positive meeting.

ADDITIONAL NOTES

~ On Jan 31, continued additional visits to following legislative offices: Assemblymember Sharon Quirk Silva (meeting with Senior Assistant Israel Landa), and Assemblymembers Dante Acosta, Steven Choi, Cristina Garcia + office staff for Jose Medina.

~ On Feb 1, attended the Senate Rules Committee meeting - and provided support comments for Governor Brown appointees (new and continuing): Pamela Haynes to CCC Board of Governors; and Dr. Thelma Melendez to CSU Board of Trustees; also for CSU appointees Jane carney, Jean Firstenberg, Lillian Kimbell, and Lateefah Simon.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Academic Affairs

To:	Board of Trustees	Date: February 27, 2017
Re:	Adoption of Resolution No. 17-04 – California Guided Pathways Project	
Action:	Request for Adoption of Resolution No. 17-04	

BACKGROUND

The Foundation for California Community Colleges administers the California Guided Pathway Project, which is designed to substantially increase the number of students who earn a certificate or degree at a California Community College. The Foundation has opened a grant competition for community colleges to participate in the Project. Between 15-20 community colleges will be selected to implement an integrated, institution-wide approach to student success by creating structured educational experiences that support each student from point of entry to attainment of high-quality postsecondary credentials and careers. As involvement in the Project entails commitment to institutional transformation and sustained adoption of the evidence-based guided pathways model, applicants must submit evidence of campus and district support for the college’s involvement.

ANALYSIS

Santa Ana College is submitting an application to participate in the Career Guided Pathways Project, as evidence of the district governing body’s support for the college’s participation in the Project, a Resolution to certify the Board of Trustees’ approval has been developed.

RECOMMENDATION

It is recommended that the Board of Trustees adopt Resolution No. 17-04 – California Guided Pathways Project and authorize the Chancellor or his designee to sign and enter into a related contractual agreement.

Fiscal Impact:	None	Board Date: February 27, 2017
Prepared by:	Carlos Lopez, Vice President of Academic Affairs, SAC	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodriguez, Ph.D., Chancellor, RSCCD	

RESOLUTION

This resolution is adopted in order to certify the approval of the Board of Trustees of Santa Ana College’s proposal to participate in the California Guided Pathways Project under the fiscal agency of the Foundation for California Community Colleges, and hereby authorizes all of the required commitments and assurances that pertain to participation in this Project. This resolution also authorizes the designated personnel to sign related Project documents, including but not limited to, the application(s), agreement(s), and amendment(s) necessary to secure funds and implement the approved Project for the fiscal year 2016-2017 and 2017-2018, if selected for an award.

RESOLUTION NO. 17-04

BE IT RESOLVED that the Board of Trustees of the Rancho Santiago Community College District authorizes Santa Ana College’s participation in the California Guided Pathways Project, and supports the college’s commitment to implement the Project according the terms and conditions of the grant award. It also authorizes the person(s) listed below to sign the contract agreement and related documents on behalf of the Board of Trustees.

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

PASSED AND ADOPTED THIS 27th day of February, 2017, by the Board of Trustees of the Rancho Santiago Community College District of Orange County, California.

I, Arianna Barrios, Clerk of the Board of Trustees of the 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**Santa Ana College – Human Services and Technology Division**

To:	Board of Trustees	Date: February 27, 2017
Re:	Approval of New Educational Affiliation Agreement for the Occupational Therapy Assistant Program with BHC Alhambra Hospital	
Action:	Request for Approval	

BACKGROUND

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

ANALYSIS

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

RECOMMENDATION

It is recommended that the Board of Trustees approve this new educational affiliation agreement for the Occupational Therapy Assistant Program with BHC Alhambra Hospital in Rosemead, California.

Fiscal Impact:	None	Board Date: February 27, 2017
Prepared by:	Carlos Lopez, Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

EDUCATIONAL AFFILIATION AGREEMENT

Occupational Therapy Assistant Program

THIS AGREEMENT is made and entered into by and between **BHC Alhambra Hospital**, hereinafter called the Agency, and **Rancho Santiago Community College District on behalf of Santa Ana College**, hereinafter called the District.

PART I. BASIS AND PURPOSE OF AGREEMENT

WITNESSETH:

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

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

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

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

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

PART II. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE COLLEGE

A. For the Program in General

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

B. For Program Planning

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

C. For Occupational Therapy Assistant Program Students

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

PART III. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY

A. For the Program in General

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

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

B. For Services and Facilities

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

C. For the Control of District Personnel

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

PART IV. JOINT RESPONSIBILITIES AND PRIVILEGES

A. For publications

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

B. Insurance:

Insurance Carried by the District. District agrees to maintain in full force and effect coverage of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate for bodily injury, contractual liability and general liability insurance, including errors and omissions coverage which protects and insures against any and all liability attributable to the District, its employees, students, agents, officers, Board Members, and others arising from the activities required under this agreement and said policy shall remain in full force and effect during the term hereof. District shall provide workers' compensation coverage for its staff and students participating in this program. Proof of insurance is to be provided to Clinical Facility.

Insurance Carried by Clinical Facility. Clinical Facility agrees to maintain in full force and effect coverage of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate for bodily injury, contractual liability and general liability insurance, including errors and omissions coverage which protects and insures against any and all liability attributable to the Clinical Facility, its employees, agents, officers, Board Members, and others arising from the activities required under this agreement and said policy shall remain in full force and effect during the term hereof. Proof of insurance is to be provided to District.

C. Indemnification

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

PART V. STATUS OF OCCUPATIONAL THERAPY ASSISTANT STUDENTS

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

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

PART VI. PERIOD OF AGREEMENT, TERMINATION

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

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

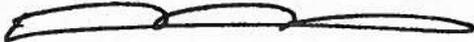
**District: Rancho Santiago Community
College District**

Agency: BHC Alhambra Hospital

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

**BHC Alhambra Hospital
4619 North Rosemead Boulevard
Rosemead, CA 91770**

Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services



Peggy Minnick
CEO

Date: _____

Date: 11/16/16

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

To:	Board of Trustees	Date: February 27, 2017
Re:	Approval of New Educational Affiliation Agreement for the Occupational Therapy Assistant Program with El Monte City School District	
Action:	Request for Approval	

BACKGROUND

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

ANALYSIS

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

RECOMMENDATION

It is recommended that the Board of Trustees approve this new educational affiliation agreement for the Occupational Therapy Assistant Program with El Monte City School District in El Monte, California.

Fiscal Impact:	None	Board Date: February 27, 2017
Prepared by:	Carlos Lopez, Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

EDUCATIONAL AFFILIATION AGREEMENT

Occupational Therapy Assistant Program

THIS AGREEMENT is made and entered into by and between, **El Monte City School District**, hereinafter called the K-8 District, and **Rancho Santiago Community College District on behalf of Santa Ana College**, hereinafter called the College.

PART I. BASIS AND PURPOSE OF AGREEMENT

WITNESSETH:

WHEREAS, the College and K-8 District acknowledge a public obligation to contribute to Occupational Therapy Assistant Program education for the benefit for students and to meet community needs.

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

WHEREAS, the K-8 District has facilities suitable for the clinical needs of the College programs in the Occupational Therapy Assistant Program.

WHEREAS, it is to the benefit of both College and K-8 District that Occupational Therapy Assistant Program students have opportunities for clinical experience to enhance their capabilities as practitioners.

NOW, THEREFORE, the College and K-8 District do covenant and agree as follows:

PART II. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE COLLEGE

A. For the Program in General

1. The College will assume full responsibility for offering Occupational Therapy Assistant Program education programs eligible for accreditation by the appropriate State Board.
2. College faculty members may be invited to serve as voluntary resource persons to the K-8 District staff by serving on Occupational Therapy Assistant Program care committees, by sharing knowledge as clinical experts, and by participation in other matters dealing with the quality of patient care.
3. For Background clearance
The College shall inform The Occupational Therapy Assistant Program students of the Background Check requirement and their responsibility of payment.

B. For Program Planning

1. The College will initiate the development of mutually acceptable clinical instruction plans for using the K-8 District's clinical areas to meet the educational goals of Occupational Therapy Assistant Program curricula. These plans will be made available to the K-8 District at a mutually agreed upon time prior to the beginning of the school term and subject to revision in instances of conflicts with agency patient care responsibilities and/or District interests.
2. The College has the privilege of regularly scheduled meetings with K-8 District staff, including both selected K-8 District personnel and administrative level representatives for the purpose of interpreting, discussing, and evaluating the educational program in occupational therapy.

C. For Occupational Therapy Assistant Program Students

1. The College will be responsible for assuring that Occupational Therapy Assistant Program students assigned to the K-8 District for clinical instruction meet both College and K-8 District standards of health and physical fitness, and shall provide certification that the Occupational Therapy Assistant Program students have been immunized against the common communicable diseases.

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

A. For the Program in General

1. The K-8 District will maintain the standards, which make it eligible for approval as a clinical area for instruction in accredited Occupational Therapy Assistant Program programs. To further this, the K-8 District agrees to provide and maintain personnel who are in its opinion, capable and qualified in those divisions in which students are placed.
2. The administration of the service and patient care at the K-8 District shall be the responsibility of and under the control and supervision of the K-8 District and shall be administered through the K-8 District and shall be administered through the K-8 District staff.
3. The K-8 District will designate a staff member who will function as Education Coordinator for Occupational Therapy Assistant Program education uses of the K-8 District facilities, including joint planning and representatives of all involved Occupational Therapy Assistant Program programs.
4. The K-8 District will provide orientation for students and faculty to familiarize them with K-8 District policies and facilities before assigning them to duties at the K-8 District.

5. The K-8 District will permit its employees to participate in the educational program as resource persons and clinical experts provided such participation does not interfere with assigned duties.
6. The K-8 District will permit the faculty and students of the College to use its patient care and patient service facilities for clinical education according to approved curricula.
7. The K-8 District will confer with the College prior to making a commitment for new or expanded use of its clinical facilities by any other Occupational Therapy Assistant Program that interfere with current student placement.

B. For Services and Facilities

1. The K-8 District will permit the educational use of such supplies and equipment as are commonly available for patient care.
2. The K-8 District will permit use of the following facilities and services by College Occupational Therapy Assistant Program students and faculty at such times and to the degrees considered feasible by the agency.
 - a. Parking areas.
 - b. Locker, storage and dressing facilities.
 - c. Same food services as are available for K-8 District staff.
 - d. First aid treatment with written consent required for minors.
 - e. Access to sources of information for education purposes such as:
 1. Patient's chart.
 2. Procedure guides policy manuals.
 3. Medical dictionaries, pharmacology references, and other references suitable to the clinical area.
 4. Books and periodicals in the Medical library.

C. For the Control of District Personnel

1. The K-8 District may refuse access to its clinical areas to Occupational Therapy Assistant Program students or College faculty who do not meet its employee standards for safety, health, cooperation, or ethical behavior pending investigation and resolution of the matter by the K-8 District and the College.

PART IV. JOINT RESPONSIBILITIES AND PRIVILEGES

A. For publications

1. Publication by College faculty, or K-8 District staff members of any material relative to their clinical experience, that has not been approved for release by the College and K-8 District signers of this agreement, is prohibited.

B. Insurance:

Insurance Carried by the College. College agrees to maintain in full force and effect coverage of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate for bodily injury, contractual liability and general liability insurance, including errors and omissions coverage which protects and insures against any and all liability attributable to the College, its employees, students, agents, officers, Board Members, and others arising from the activities required under this agreement and said policy shall remain in full force and effect during the term hereof. College shall provide workers' compensation coverage for its staff and students participating in this program. Proof of insurance is to be provided to K-8 District Facility.

Insurance Carried by K-8 District. K-8 District Facility agrees to maintain in full force and effect coverage of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate for bodily injury, contractual liability and general liability insurance, including errors and omissions coverage which protects and insures against any and all liability attributable to the K-8 District Facility, its employees, agents, officers, Board Members, and others arising from the activities required under this agreement and said policy shall remain in full force and effect during the term hereof. Proof of insurance is to be provided to College.

C. Indemnification

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

PART V. STATUS OF OCCUPATIONAL THERAPY ASSISTANT STUDENTS

- A. Occupational Therapy Assistant Program students shall have the status as learners and shall not be considered to be Agency employees nor shall they replace Agency staff. Any service rendered by the student during the experience is to be considered in addition to planned patient care in that area. Clinical experience will be conducted as a laboratory learning experience. The K-8 District will provide regular staffing for patient care in areas where students are obtaining clinical experience.
- B. Occupational Therapy Assistant Program students are subject to the authority, policies, and regulations of the district. They are also subject, during clinical assignment, to applicable agency regulations and must conform to the same standards as are for K-8 District employees in matters relating to the welfare of patients and general K-8 District operations.

- C. The College will be responsible for assuring that health care students assigned to the K-8 District for clinical instruction meet both Collee and K-8 District standards of health and physical fitness.

PART VI. PERIOD OF AGREEMENT, TERMINATION

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

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

**College: Rancho Santiago Community
College District**

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

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

Agency: El Monte City School District

**El Monte City School District
3540 North Lexington Avenue
El Monte, CA 91731**


**Cynthia Traino
Assistant Superintendent, C & I**

Date: _____

Date: 12/21/16

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

To:	Board of Trustees	Date: February 27, 2017
Re:	Approval of New Educational Affiliation Agreement for the Occupational Therapy Assistant Program with PRN Desert Rehabilitation Institute	
Action:	Request for Approval	

BACKGROUND

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

ANALYSIS

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

RECOMMENDATION

It is recommended that the Board of Trustees approve this new educational affiliation agreement for the Occupational Therapy Assistant Program with PRN Desert Rehabilitation Institute in El Centro, California.

Fiscal Impact:	None	Board Date: February 27, 2017
Prepared by:	Carlos Lopez, Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

EDUCATIONAL AFFILIATION AGREEMENT

Occupational Therapy Assistant Program

THIS AGREEMENT is made and entered into by and between, **PRN Desert Rehabilitation Institute**, hereinafter called the Agency, and **Rancho Santiago Community College District on behalf of Santa Ana College**, hereinafter called the District.

PART I. BASIS AND PURPOSE OF AGREEMENT

WITNESSETH:

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

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

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

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

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

PART II. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE COLLEGE

A. For the Program in General

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

B. For Program Planning

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

C. For Occupational Therapy Assistant Program Students

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

PART III. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY

A. For the Program in General

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

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

B. For Services and Facilities

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

C. For the Control of District Personnel

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

PART IV.

JOINT RESPONSIBILITIES AND PRIVILEGES

A. For publications

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

B. Insurance:

Insurance Carried by the District. District agrees to maintain in full force and effect coverage of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate for bodily injury, contractual liability and general liability insurance, including errors and omissions coverage which protects and insures against any and all liability attributable to the District, its employees, students, agents, officers, Board Members, and others arising from the activities required under this agreement and said policy shall remain in full force and effect during the term hereof. District shall provide workers' compensation coverage for its staff and students participating in this program. Proof of insurance is to be provided to Clinical Facility.

Insurance Carried by Clinical Facility. Clinical Facility agrees to maintain in full force and effect coverage of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate for bodily injury, contractual liability and general liability insurance, including errors and omissions coverage which protects and insures against any and all liability attributable to the Clinical Facility, its employees, agents, officers, Board Members, and others arising from the activities required under this agreement and said policy shall remain in full force and effect during the term hereof. Proof of insurance is to be provided to District.

C. Indemnification

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

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

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

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

PART VI. PERIOD OF AGREEMENT, TERMINATION

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

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

**District: Rancho Santiago Community
College District**

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

Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services

Date: _____

Agency: PRN Desert Rehabilitation Institute

**PRN Desert Rehabilitation Institute
1611 West Main Street
El Centro, CA 92243**

Patrick J. Lavelle, OTR/L
Director, Occupational Therapy

Date: 01/17/2017

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Human Services and Technology Division

To:	Board of Trustees	Date: February 27, 2017
Re:	Approval of New Educational Affiliation Agreement for the Speech-Language Pathology Assistant Program with SenseAbilities Therapy Group	
Action:	Request for Approval	

BACKGROUND

The Speech-Language Pathology Assistant was introduced in the Fall of 2001. Speech-Language pathology assistants are trained to assist in the language and speech development of communicatively disordered children and adults in educational and medical sites under the supervision of licensed speech-language pathologists. Critical to the implementation of the program is identifying and confirming sites and contractual arrangements for observation and fieldwork.

ANALYSIS

Formal agreements between the district and fieldwork experience sites will be necessary. To that end, a special agreement document was developed for this purpose. This educational affiliation agreement covers the scope of program operations at the facility, as well as insurance and other issues relating to the liability of both parties. This educational affiliation agreement shall be effective for five (5) years or until termination by written notice of either party. Dean Simon B. Hoffman and college staff have reviewed the educational affiliation agreement. It carries no costs or other financial arrangements.

RECOMMENDATION

It is recommended that the Board of Trustees approve this new educational affiliation agreement for the Speech-Language Pathology Assistant Program with SenseAbilities Therapy Group in Riverside, California.

Fiscal Impact:	None	Board Date: February 27, 2017
Prepared by:	Carlos Lopez, Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

EDUCATIONAL AFFILIATION AGREEMENT

Speech-Language Pathology Assistant Program

THIS AGREEMENT is made and entered into by and between the RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT on behalf of Santa Ana College, a public educational agency, hereinafter called the "District" and, *SenseAbilities Therapy Group*, hereinafter called the "Agency".

PART I. BASIS AND PURPOSE OF AGREEMENT

WITNESSETH:

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

WHEREAS, the District operates Santa Ana College ("College") and the College is a duly accredited educational institution that conducts the program described and identified in this Agreement;

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

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

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

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

PART II. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE DISTRICT

A. For the Program in General

1. The District will assume full responsibility for offering Speech-Language Pathology Assistant Program education programs eligible for approval by the Speech-Language Pathology & Audiology Board.

2. The District will designate the students enrolled in the Speech-Language Pathology Assistant Program to be assigned for clinical experience in the Speech-Language Pathology areas of the agency in such numbers as are mutually agreed upon by both parties.
3. The District will supervise, in cooperation with the Agency supervisor, all instruction and learning and clinical experience given to the students at the facility so designated and provide instructor to supervise the clinical and learning experiences given to them at the agency, provided however, that the responsibility for service to the client remain with the Agency.
4. The District will keep academic and clinical experience records of students participating in said program.
5. The District will provide and be responsible for the care and control of educational supplies and education equipment necessary for instruction, including library materials, audiovisual equipment and supplies which are not customarily available at the Agency for the Speech-Language Pathology Assistant clinical experience.
6. The District will be responsible for the supervision and control of the students in the activities of their clinical experience under the general supervision and delivery of service framework of the Agency.
7. The District will agree that the student shall be subject to requirements and restrictions specified jointly by representative of District and Agency, and subject to Agency rules and regulations governing conduct, copies of which shall be provided in advance to District by Agency.
8. The District will require District's Speech-Language Assistant Program instructors to obtain the approval of the Agency's Director of Speech-Language Pathology in advance of:
 - a. Student Speech-Language Pathology Assistant schedules.
 - b. Placement of student in clinical experience assignments.
 - c. Changes in clinical experience assignments.
9. The District will, in consultation and coordination and with the approval of the Agency's Director of Speech-Language Pathology and the Speech-Language Pathology Assistant staff, plan for the Speech-Language Pathology Assistant clinical experience to be provided to students under this agreement.
10. The District will in consultation and coordination with the Agency's Director of Speech-Language Pathology arrange for periodic conferences between appropriate representation of the District and Agency to evaluate the Speech-Language Pathology Assistant field experience program provided under this Agreement.

PART III. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY

A. For the Program in General

1. The Agency will maintain the standards, which make it eligible for approval as a clinical area for instruction in accredited Speech-Language Pathology Assistant Programs.
2. The Agency will provide staff members who hold a current state license or credential to practice speech-language pathology to supervise Speech-Language Pathology Assistant students. In addition, supervising SLP's need to have a minimum of 2 years of full-time experience as a practicing speech language pathologist.
3. The administration of the service and client care at the Agency shall be the responsibility of and under the control and supervision of the Agency and shall be administered through the Agency and Agency staff.
4. The Agency will provide staff that is adequate in number and quality to insure safe and continuous health care service to patients.
5. The Agency will provide service facilities for learning experiences therein for students enrolled in the Speech-Language Pathology Assistant Program of District who are designated by District for such experience at the Agency (the field experience for any one student shall cover such period of time as may be specified by District.)
6. The Agency will maintain service facilities in conformance with standards of the California State Board of Medical Examiners and the American Speech-Language-Hearing Association and permit inspection of its service facilities upon request by the American Speech-Language-Hearing Association and the state Board of Medical Examiners
7. The Agency will permit clinical experience in Speech-Language Pathology Assistant training by such students, either individually and/or in groups. All services of Agency herein contracted for, such services and the number of students receiving experience therein shall be by mutual agreement between parties and in accordance with the standards set forth by the American Speech-Language-Hearing Association.
8. The Agency will provide service areas in such a manner that there will be no conflict of learning opportunities among groups of students, and permit the district instructors and students access to service facilities, according to prearranged scheduling.
9. The Agency will permit its employees to participate in the educational program as resource persons and clinical experts provided such participation does not interfere with assigned duties.

10. The Agency will provide orientation for students and faculty to familiarize them with the facility and facility policies before assigning them to duties at the Agency.
11. The Agency will permit the faculty and students of the District to use its facilities for Clinical education according to approved curricula.
12. The Agency will permit the facility's Director of Speech-Language Pathology and other designated Speech-Language Pathology personnel to attend meetings of the District's Speech-Language Pathology Assistant Program Faculty, or any committee thereof, to coordinate the clinical experience for the Speech-Language Pathology Assistant Program provided for under this Agreement.
13. The Agency will reserve the right, after consultation with the District, to refuse to accept for further Speech-Language Pathology Assistant Program clinical experience any of the college students who in the agency's judgment are not participating satisfactorily, provided however, neither party shall discriminate with respect to the acceptance in or exclusion of students from the program.
14. The Agency will provide the educational use of supplies and equipment as are commonly available for client care.
15. It is understood by the parties to the Agreement that the Agency remain responsible for client care at all times.
16. The parties agree that the Agency shall have no monetary obligation to District, the Speech-Language Pathologist Assistant students or to Speech-Language Pathology Assistant instructors.

PART IV. JOINT RESPONSIBILITIES AND PRIVILEGES

A. For publications

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

B. Confidentiality of Patient Records

The Clinical Facility is a covered entity for purposes of the Health Insurance Portability and Accountability Act ("HIPAA") and subject to 45 C.F.R. Parts 160 and 164 (the HIPAA Privacy Regulation). Clinical Facility shall direct Students, and Instructors providing supervision at the Clinical Facility as part of the Program, to comply with the policies and procedures of the Clinical Facility, including those governing the use and disclosure of individually identifiable health information under federal law, specifically the HIPAA Privacy Regulation. Solely for the purposes of defining the Students' and

Instructors' role in relation to the use and disclosure of Clinical Facility's protected health information, the Students and Instructors are defined as members of the Clinical Facility's workforce, as that term is defined by 45 C.F.R. 160.103, when engaged in activities pursuant to this Agreement. However, the Students and Instructors are not and shall not be considered to be employees of the Clinical Facility. The District and/or College will never access or request to access any Protected Health Information held or collected by or on behalf of the Clinical Facility by a Student or Instructor who is acting as part of the Facilities workforce. No services are being provided to the Clinical Facility by the District pursuant to this Agreement and, therefore, this Agreement does not create a "business associate" relationship as that term is defined in 45 C.F.R. § 160.103.

C. Indemnification

1. The District hereby agrees to defend, indemnify and hold harmless the Clinical Facility, its parents, subsidiaries, directors, officers, attorneys, agents and their employees from and against claims, losses, liabilities, expenses (including reasonable attorneys' fees), judgments or settlements arising from injury to person or property, including death arising from any negligence on the part of District, its Instructors, agents or employees in connection with or arising out of the acts or omissions in services performed under this agreement or any breach or default in performance of any of the District's obligations hereunder.

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

Obligations pursuant to Article VIII shall survive termination or expiration of this Agreement.

D. Insurance:

Without limiting the indemnification obligations stated above, each party to the Agreement shall provide and maintain at its own expense a program on insurance covering its activities and operation hereunder.

Insurance Carried by the District. District shall assure coverage of General liability coverage of not less than One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in the aggregate covering personal injury, property damage, and general liability claims.

District shall assure coverage of professional liability insurance for each student participating in the Rotation of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate, and said policy shall remain in full force and effect during the term hereof. District shall provide workers' compensation coverage for students participating in the rotation. These coverages are in effect while the student is on-site at Clinical Facility.

Upon request, Clinical Facility shall be provided a copy of said policy.

Insurance Carried By Clinical Facility. Clinical Facility shall secure and maintain comprehensive general liability insurance covering personal injury, property damage, and general liability claims in the amount of at least one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate with coverage for incidental contracts. A certificate of insurance must be provided that includes thirty (30) days' notice of cancellation, modification, or reduction in said insurance. Clinical Facility shall deliver certificate(s) of insurance under Clinical Facility's comprehensive general liability insurance policy on or before the date of execution of this agreement. Upon request, District shall be provided a copy of said policy.

Clinical Facility shall carry professional liability insurance for itself and each of its employee(s), partners, and/or representatives providing professional services at Clinical Facility, except for District's students and College faculty, in the amount of at least one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate. Clinical Facility shall provide District with thirty (30) days written notice prior to cancellation, or reduction in said insurance. Upon request, District shall be provided a copy of said policy.

Clinical Facility shall provide workers' compensation coverage for each of its employees.

PART V STATUS OF SPEECH-LANGUAGE PATHOLOGY ASSISTANT STUDENTS

- A. Speech-Language Pathology Assistant Program students shall have the status of learners and shall not be considered to be Agency employees nor shall they replace Agency staff. Any service rendered by the student during the experience is to be considered in addition to planned client care in that area. Clinical experience will be conducted as a laboratory learning experience. The Agency will provide regular staffing for client care in areas where students are obtaining clinical experience.
- B. Speech-Language Pathology Assistant Program students are subject to the authority, policies, and regulations of the District. They are also subject, during clinical assignment, to applicable agency regulations and must conform to the same standards as Agency employees in matters relating to the welfare of patients and general Agency operations. The Students are also responsible for recognizing the confidential nature of information related to clients and their records, and performance during emergency conditions. The Agency will provide copies of the rules, regulations and policies to the Speech-Language Pathology Assistant Program Students.

- C. Speech-Language Pathology Assistant Program students shall be responsible for proper coverage in regard to malpractice insurance, or any other liability insurance that might be required by either the District or the Agency.
- D. The District will be responsible for assuring the Speech-Language Pathology Assistant students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness.

PART VI PERIOD OF AGREEMENT

- A. The term of this Agreement shall become effective on the date signed by District, and shall remain in effect for a period of five (5) years commencing on the Effective Date unless terminated in accordance with the provisions of this Agreement.
 This agreement may be terminated by either Party, acting with or without cause, upon giving at least ninety (90) days prior written notice to the other Party except that any student already assigned to and accepted by the Clinical Facility shall be allowed to complete any in-progress clinical practicum assignment at the Clinical Facility.
 This Agreement shall immediately terminate if the District or the Clinical Facility's licenses, accreditations or certifications required for the Program are terminated, revoked, reduced, or any type of disciplinary action is taken against the District or the Clinical Facility by any accreditation or regulatory agency.

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

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

*SenseAbilities Therapy Group
 6848 Magnolia Ave, Suite 200,
 Riverside, CA 92506
 &
 9050 Pulsar Court, Suite A,
 Corona, CA 92883*

_____ District

_____ Agency/Facility/Location

_____ Peter J. Hardash
 Vice Chancellor
 Business Operations and Fiscal Services

_____ Boyd Bradshaw
 Founder, COO

Date: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Human Services and Technology Division

To:	Board of Trustees	Date: February 27, 2017
Re:	Approval of New Educational Affiliation Agreement for the Speech-Language Pathology Assistant Program with Del Sol School	
Action:	Request for Approval	

BACKGROUND

The Speech-Language Pathology Assistant was introduced in the Fall of 2001. Speech-Language pathology assistants are trained to assist in the language and speech development of communicatively disordered children and adults in educational and medical sites under the supervision of licensed speech-language pathologists. Critical to the implementation of the program is identifying and confirming sites and contractual arrangements for observation and fieldwork.

ANALYSIS

Formal agreements between the district and fieldwork experience sites will be necessary. To that end, a special agreement document was developed for this purpose. This educational affiliation agreement covers the scope of program operations at the facility, as well as insurance and other issues relating to the liability of both parties. This educational affiliation agreement shall be effective for five (5) years or until termination by written notice of either party. Dean Simon B. Hoffman and college staff have reviewed the educational affiliation agreement. It carries no costs or other financial arrangements.

RECOMMENDATION

It is recommended that the Board of Trustees approve this new educational affiliation agreement for the Speech-Language Pathology Assistant Program with Del Sol School in Cypress, California.

Fiscal Impact:	None	Board Date: February 27, 2017
Prepared by:	Carlos Lopez, Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

EDUCATIONAL AFFILIATION AGREEMENT

Speech-Language Pathology Assistant Program

THIS AGREEMENT is made and entered into by and between the RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, on behalf of Santa Ana College, a public educational agency, hereinafter called the "District" and, DEL SOL SCHOOL, hereinafter called the "Agency".

PART I.

BASIS AND PURPOSE OF AGREEMENT

WITNESSETH:

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

WHEREAS, the District operates Santa Ana College ("College") and the College is a duly accredited educational institution that conducts the program described and identified in this Agreement;

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

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

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

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

PART II. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE DISTRICT

A. For the Program in General

1. The District will assume full responsibility for offering Speech-Language Pathology Assistant Program education programs eligible for approval by the Speech-Language Pathology & Audiology Board.

SAC-17-011

Standard Educational Agreement
SLPA/rev., 05/2016

2. The District will designate the students enrolled in the Speech-Language Pathology Assistant Program to be assigned for clinical experience in the Speech-Language Pathology areas of the agency in such numbers as are mutually agreed upon by both parties.
3. The District will supervise, in cooperation with the Agency supervisor, all instruction and learning and clinical experience given to the students at the facility so designated and provide instructor to supervise the clinical and learning experiences given to them at the agency, provided however, that the responsibility for service to the client remain with the Agency.
4. The District will keep academic and clinical experience records of students participating in said program.
5. The District will provide and be responsible for the care and control of educational supplies and education equipment necessary for instruction, including library materials, audiovisual equipment and supplies which are not customarily available at the Agency for the Speech-Language Pathology Assistant clinical experience.
6. The District will be responsible for the supervision and control of the students in the activities of their clinical experience under the general supervision and delivery of service framework of the Agency.
7. The District will agree that the student shall be subject to requirements and restrictions specified jointly by representative of District and Agency, and subject to Agency rules and regulations governing conduct, copies of which shall be provided in advance to District by Agency.
8. The District will require District's Speech-Language Assistant Program instructors to obtain the approval of the Agency's Director of Speech-Language Pathology in advance of:
 - a. Student Speech-Language Pathology Assistant schedules.
 - b. Placement of student in clinical experience assignments.
 - c. Changes in clinical experience assignments.
9. The District will, in consultation and coordination and with the approval of the Agency's Director of Speech-Language Pathology and the Speech-Language Pathology Assistant staff, plan for the Speech-Language Pathology Assistant clinical experience to be provided to students under this agreement.
10. The District will in consultation and coordination with the Agency's Director of Speech-Language Pathology arrange for periodic conferences between appropriate representation

of the District and Agency to evaluate the Speech-Language Pathology Assistant field experience program provided under this Agreement.

PART III. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY

A. For the Program in General

1. The Agency will maintain the standards, which make it eligible for approval as a clinical area for instruction in accredited Speech-Language Pathology Assistant Programs.
2. The Agency will provide staff members who hold a current state license or credential to practice speech-language pathology to supervise Speech-Language Pathology Assistant students. In addition, supervising SLP's need to have a minimum of 2 years of full-time experience as a practicing speech language pathologist.
3. The administration of the service and client care at the Agency shall be the responsibility of and under the control and supervision of the Agency and shall be administered through the Agency and Agency staff.
4. The Agency will provide staff that is adequate in number and quality to insure safe and continuous health care service to patients.
5. The Agency will provide service facilities for learning experiences therein for students enrolled in the Speech-Language Pathology Assistant Program of District who are designated by District for such experience at the Agency (the field experience for any one student shall cover such period of time as may be specified by District.)
6. The Agency will maintain service facilities in conformance with standards of the California State Board of Medical Examiners and the American Speech-Language-Hearing Association and permit inspection of its service facilities upon request by the American Speech-Language-Hearing Association and the state Board of Medical Examiners
7. The Agency will permit clinical experience in Speech-Language Pathology Assistant training by such students, either individually and/or in groups. All services of Agency herein contracted for, such services and the number of students receiving experience therein shall be by mutual agreement between parties and in accordance with the standards set forth by the American Speech-Language-Hearing Association.
8. The Agency will provide service areas in such a manner that there will be no conflict of learning opportunities among groups of students, and permit the district instructors and students access to service facilities, according to prearranged scheduling.

9. The Agency will permit its employees to participate in the educational program as resource persons and clinical experts provided such participation does not interfere with assigned duties.
10. The Agency will provide orientation for students and faculty to familiarize them with the facility and facility policies before assigning them to duties at the Agency.
11. The Agency will permit the faculty and students of the District to use its facilities for Clinical education according to approved curricula.
12. The Agency will permit the facility's Director of Speech-Language Pathology and other designated Speech-Language Pathology personnel to attend meetings of the District's Speech-Language Pathology Assistant Program Faculty, or any committee thereof, to coordinate the clinical experience for the Speech-Language Pathology Assistant Program provided for under this Agreement.
13. The Agency will reserve the right, after consultation with the District, to refuse to accept for further Speech-Language Pathology Assistant Program clinical experience any of the college students who in the agency's judgment are not participating satisfactorily, provided however, neither party shall discriminate with respect to the acceptance in or exclusion of students from the program.
14. The Agency will provide the educational use of supplies and equipment as are commonly available for client care.
15. It is understood by the parties to the Agreement that the Agency remain responsible for client care at all times.
16. The parties agree that the Agency shall have no monetary obligation to District, the Speech-Language Pathologist Assistant students or to Speech-Language Pathology Assistant instructors.

PART IV. JOINT RESPONSIBILITIES AND PRIVILEGES

A. For publications

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

B. Confidentiality of Patient Records

The Clinical Facility is a covered entity for purposes of the Health Insurance Portability and Accountability Act ("HIPAA") and subject to 45 C.F.R. Parts 160 and 164 (the

HIPAA Privacy Regulation”). Clinical Facility shall direct Students, and Instructors providing supervision at the Clinical Facility as part of the Program, to comply with the policies and procedures of the Clinical Facility, including those governing the use and disclosure of individually identifiable health information under federal law, specifically the HIPAA Privacy Regulation. Solely for the purposes of defining the Students’ and Instructors’ role in relation to the use and disclosure of Clinical Facility’s protected health information, the Students and Instructors are defined as members of the Clinical Facility’s workforce, as that term is defined by 45 C.F.R. 160.103, when engaged in activities pursuant to this Agreement. However, the Students and Instructors are not and shall not be considered to be employees of the Clinical Facility. The District and/or College will never access or request to access any Protected Health Information held or collected by or on behalf of the Clinical Facility by a Student or Instructor who is acting as part of the Facilities workforce. No services are being provided to the Clinical Facility by the District pursuant to this Agreement and, therefore, this Agreement does not create a “business associate” relationship as that term is defined in 45 C.F.R. § 160.103.

C. Indemnification

1. The District hereby agrees to defend, indemnify and hold harmless the Clinical Facility, its parents, subsidiaries, directors, officers, attorneys, agents and their employees from and against claims, losses, liabilities, expenses (including reasonable attorneys’ fees), judgments or settlements arising from injury to person or property, including death arising from any negligence on the part of District, its Instructors, agents or employees in connection with or arising out of the acts or omissions in services performed under this agreement or any breach or default in performance of any of the District’s obligations hereunder.

The Clinical Facility hereby agrees to defend, indemnify and hold harmless the District, its Board of Trustees, employees, agents, and officers from and against claims, losses, liabilities, expenses (including reasonable attorneys’ fees), judgments or settlements arising from injury to person or property, including death arising from any negligence on the part of the Clinical Facility, its parents, subsidiaries, directors, officers, agents and employees in connection with or arising out of the acts or omissions in services performed under this Agreement or any breach or default in performance of any of the Clinical Facility’s obligations hereunder.

Obligations pursuant to Article VIII shall survive termination or expiration of this Agreement.

D. Insurance:

Without limiting the indemnification obligations stated above, each party to the Agreement shall provide and maintain at its own expense a program on insurance

covering its activities and operation hereunder.

Insurance Carried by the District. District shall assure coverage of General liability coverage of not less than One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in the aggregate covering personal injury, property damage, and general liability claims.

District shall assure coverage of professional liability insurance for each student participating in the Rotation of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate, and said policy shall remain in full force and effect during the term hereof. District shall provide workers' compensation coverage for students participating in the rotation. These coverages are in effect while the student is on-site at Clinical Facility.

Upon request, Clinical Facility shall be provided a copy of said policy.

Insurance Carried By Clinical Facility. Clinical Facility shall secure and maintain comprehensive general liability insurance covering personal injury, property damage, and general liability claims in the amount of at least one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate with coverage for incidental contracts. A certificate of insurance must be provided that includes thirty (30) days' notice of cancellation, modification, or reduction in said insurance. Clinical Facility shall deliver certificate(s) of insurance under Clinical Facility's comprehensive general liability insurance policy on or before the date of execution of this agreement. Upon request, District shall be provided a copy of said policy.

Clinical Facility shall carry professional liability insurance for itself and each of its employee(s), partners, and/or representatives providing professional services at Clinical Facility, except for District's students and College faculty, in the amount of at least one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate. Clinical Facility shall provide District with thirty (30) days written notice prior to cancellation, or reduction in said insurance. Upon request, District shall be provided a copy of said policy.

Clinical Facility shall provide workers' compensation coverage for each of its employees.

PART V STATUS OF SPEECH-LANGUAGE PATHOLOGY ASSISTANT STUDENTS

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

- B. Speech-Language Pathology Assistant Program students are subject to the authority, policies, and regulations of the District. They are also subject, during clinical assignment, to applicable agency regulations and must conform to the same standards as Agency employees in matters relating to the welfare of patients and general Agency operations. The Students are also responsible for recognizing the confidential nature of information related to clients and their records, and performance during emergency conditions. The Agency will provide copies of the rules, regulations and policies to the Speech-Language Pathology Assistant Program Students.
- C. Speech-Language Pathology Assistant Program students shall be responsible for proper coverage in regard to malpractice insurance, or any other liability insurance that might be required by either the District or the Agency.
- D. The District will be responsible for assuring the Speech-Language Pathology Assistant students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness.

PART VI PERIOD OF AGREEMENT

- A. The term of this Agreement shall become effective on the date signed by District, and shall remain in effect for a period of five (5) years commencing on the Effective Date unless terminated in accordance with the provisions of this Agreement.
This agreement may be terminated by either Party, acting with or without cause, upon giving at least ninety (90) days prior written notice to the other Party except that any student already assigned to and accepted by the Clinical Facility shall be allowed to complete any in-progress clinical practicum assignment at the Clinical Facility.
This Agreement shall immediately terminate if the District or the Clinical Facility's licenses, accreditations or certifications required for the Program are terminated, revoked, reduced, or any type of disciplinary action is taken against the District or the Clinical Facility by any accreditation or regulatory agency.

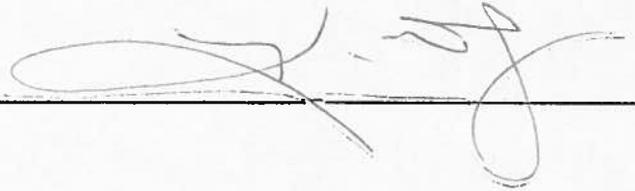
IN WITNESS WHEREOF, the said parties have hereunto set their hands:

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

*Del Sol School
5340 Myra Avenue
Cypress, CA 90630*

District

Agency/Facility/Location



**Peter J. Hardash
Vice Chancellor**

Kim Huynen, Ph.D./BCBA-D

Business Operations and Fiscal Services

Founder

Date: _____

Date: December 16, 2016

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Human Services and Technology Division

To: Board of Trustees	Date: February 27, 2017
Re: Approval of Criminal Justice Academies Amendment Number Eleven to Contract #Z1000000068 with the County of Orange	
Action: Request for Approval	

BACKGROUND

Presently we have agreements with the County of Orange to support contract training for the Orange County Sheriff’s Department, the Coroner’s Office and the Orange County Probation Department. We have had this partnership for forty-five (45) plus years now. This Amendment Number Eleven extends our current agreement through March 31, 2018.

ANALYSIS

This Amendment Number Eleven to an existing agreement shall remain in effect through March 31, 2018 or until terminated by either party. Dean Simon B. Hoffman and college staff have reviewed this Amendment Number Eleven. This Amendment Number Eleven carries an annual cost of \$30,000 for Captain Consultant Fees.

RECOMMENDATION

It is recommended that the Board of Trustees approve this Criminal Justice Academies Amendment Number Eleven to Contract #Z1000000068 with the County of Orange in Santa Ana, California.

Fiscal Impact:	\$30,000 annually	Board Date: February 27, 2017
Prepared by:	Carlos Lopez, Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

**AMENDMENT NUMBER ELEVEN
TO
CONTRACT Z1000000068
BETWEEN THE
COUNTY OF ORANGE
AND
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

This AMENDMENT NUMBER ELEVEN to CONTRACT number Z1000000068 (hereinafter "AMENDMENT NUMBER ELEVEN") between the County of Orange, a political subdivision of the State of California (hereinafter "COUNTY") and Rancho Santiago Community College District (hereinafter "DISTRICT") with a place of business at 2323 North Broadway, Santa Ana, CA 92706, is made and entered upon execution of all necessary signatures.

RECITALS

WHEREAS, COUNTY and DISTRICT executed CONTRACT on August 4, 2009 for Consultant Services, Law Enforcement Training, as Contract Z1000000068 (hereinafter "ORIGINAL CONTRACT"), for a one (1) year term of August 22, 2009 through and including August 21, 2010, renewable for four (4) additional one (1) year terms; and

WHEREAS, COUNTY and DISTRICT renewed the ORIGINAL CONTRACT on December 23, 2010, as Contract number MA-060-11010253 (hereinafter "AMENDMENT NUMBER ONE"), for a one (1) year term of August 22, 2010 through and including August 21, 2011;

WHEREAS, COUNTY and DISTRICT renewed the ORIGINAL CONTRACT on August 1, 2011, as Contract number MA-060-11012581 (hereinafter "AMENDMENT NUMBER TWO"), for a one (1) year term of August 22, 2011 through and including August 21, 2012;

WHEREAS, COUNTY and DISTRICT renewed the ORIGINAL CONTRACT on August 22, 2012, as Contract number MA-060-13010020 (hereinafter "AMENDMENT NUMBER THREE"), for a one (1) year term of August 22, 2012 through and including August 21, 2013;

WHEREAS, COUNTY and DISTRICT renewed the ORIGINAL CONTRACT on August 21, 2013, as Contract number MA-060-14010056 (hereinafter "AMENDMENT NUMBER FOUR"), for a one (1) year term of August 22, 2013 through and including August 21, 2014;

WHEREAS, COUNTY and DISTRICT extended Contract number MA-060-14010056 on September 9, 2014 to continue providing services to DISTRICT for a four (4) month term of August 22, 2014 through and including December 31, 2014 (hereinafter "AMENDMENT NUMBER FIVE");

WHEREAS, COUNTY and DISTRICT extended Contract number MA-060-14010056 on December 9, 2014 to continue providing services to DISTRICT for one (1) year term of January 1, 2015 through and including December 31, 2015 (hereinafter "AMENDMENT NUMBER SIX");

WHEREAS, COUNTY and DISTRICT extended Contract number MA-060-14010056 on December 15, 2015 to continue providing services to DISTRICT for an additional two (2) months term of January 1, 2016 through and including February 29, 2016 (hereinafter "AMENDMENT NUMBER SEVEN");

WHEREAS, COUNTY and DISTRICT extended Contract number MA-060-14010056 on February 23, 2016 to continue providing services to DISTRICT for an additional one (1) month term of March 1, 2016 through and including March 31, 2016 (hereinafter "AMENDMENT NUMBER EIGHT");

WHEREAS, COUNTY and DISTRICT extended the ORIGINAL CONTRACT on March 22, 2016 to continue providing services to DISTRICT for an additional six (6) month term of April 1, 2016 through and including September 30, 2016 (hereinafter "AMENDMENT NUMBER NINE");

WHEREAS, COUNTY and DISTRICT extended the ORIGINAL CONTRACT on September 27, 2016 to continue providing services to DISTRICT for an additional six (6) month term of October 1, 2016 through and including March 31, 2017 (hereinafter "AMENDMENT NUMBER TEN");

WHEREAS, COUNTY and DISTRICT desire to extend the ORIGINAL CONTRACT to continue providing services to DISTRICT for an additional one (1) year term of April 1, 2017 through and including March 31, 2018 and the DISTRICT has agreed to continue to provide those services at the rates set forth in the ORIGINAL CONTRACT;

NOW THEREFORE, in consideration of the mutual obligations set forth herein, both COUNTY and DISTRICT agree as follows:

1. **ARTICLES**

- a. Additional Terms and Conditions, **Section A -Term of Contract**, of the ORIGINAL CONTRACT is amended to read in its entirety as follows:

A. Term of Contract:

This Contract shall commence upon execution of all necessary signatures, and continue in effect from 8/22/09 through and including 3/31/18, unless otherwise terminated by COUNTY. The period of 8/22/09 through and including 8/21/10 shall be known as Contract Z1000000068. The period of 8/22/10 through and including 8/21/11 shall be known as Contract MA-060-11010253.

The period of 8/22/11 through and including 8/21/12 shall be known as Contract MA-060-11012581. The period of 8/22/12 through and including 8/21/13 shall be known as Contract number MA-060-13010020. The period of 8/22/13 through and including 3/31/18 shall be known as Contract number MA-060-14010056.

2. A true and correct copy of the ORIGINAL CONTRACT (Contract Z1000000068) is attached hereto as Exhibit A and incorporated by this reference.
3. A true and correct copy of AMENDMENT NUMBER ONE (Contract MA-060-11012581) is attached hereto as Exhibit B and incorporated by this reference.
4. A true and correct copy of AMENDMENT NUMBER TWO (Contract MA-060-11012581) is attached hereto as Exhibit C and incorporated by this reference.
5. A true and correct copy of AMENDMENT NUMBER THREE (Contract MA-060-13010020) is attached hereto as Exhibit D and incorporated by this reference.
6. A true and correct copy of AMENDMENT NUMBER FOUR (Contract Number MA-060-14010056) is attached hereto as Exhibit E and incorporated by this reference.
7. A true and correct copy of AMENDMENT NUMBER FIVE (Contract Number MA-060-14010056) is attached hereto as Exhibit F and incorporated by this reference.
8. A true and correct copy of AMENDMENT NUMBER SIX (Contract Number MA-060-14010056) is attached hereto as Exhibit G and incorporated by this reference.
9. A true and correct copy of AMENDMENT NUMBER SEVEN (Contract Number MA-060-14010056) is attached hereto as Exhibit H and incorporated by this reference.
10. A true and correct copy of AMENDMENT NUMBER EIGHT (Contract Number MA-060-14010056) is attached hereto as Exhibit I and incorporated by this reference.
11. A true and correct copy of AMENDMENT NUMBER NINE (Contract Number MA-060-14010056) is attached hereto as Exhibit J and incorporated by this reference.
12. A true and correct copy of AMENDMENT NUMBER TEN (Contract Number MA-060-14010056) is attached hereto as Exhibit K and incorporated by this reference.
13. All other provisions of the ORIGINAL CONTRACT and AMENDMENT NUMBER'S ONE through TEN, to the extent they are not inconsistent with this AMENDMENT NUMBER ELEVEN, remain unchanged and in full force and effect. All obligations of the Parties that would have been terminated on March 31, 2017 are hereby extended to March 31, 2018.

(Signature page follows)

IN WITNESS WHEREOF, the Parties have executed AMENDMENT NUMBER ELEVEN to ORIGINAL CONTRACT Z1000000068.

***Contractor: Rancho Santiago Community College District**

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

***If a corporation, the document must be signed by two corporate officers. The first signature must be either the Chairman of the Board, President, or any Vice President. The second signature must be the secretary, an assistant secretary, the Chief Financial Officer, or any assistant treasurers. In the alternative, a single corporate signature is acceptable when accompanied by a corporate document demonstrating the legal authority of the signature to bind the company.**

County Of Orange

A political subdivision of the State of California



Sheriff-Coroner Department

By: _____ Title: _____
Print Name: _____ Date: _____

Approved by the Board of Supervisors: _____

Approved as to Form
Office of the County Counsel
Orange County, California

by _____
Deputy

EXHIBIT 1

CHILD SUPPORT ENFORCEMENT REQUIREMENTS

In order to comply with child support enforcement requirements of the County the required Contractor data and certifications must be submitted within 10 days of notification of award.

Failure of a bidder to submit the data and/or certifications required above shall result in the bid being deemed non-responsive and the bidder may be disqualified from being considered for Contract award. Subsequent to issuance of the Contract, failure to comply with all federal and state reporting requirements for Child Support Enforcement or to comply with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignment shall constitute a material breach of the Contract. Failure to cure such breach within 60 calendar days of notice from the County shall constitute grounds for termination of the Contract.

The certifications will be stated as follows:

"I certify that _____ is in full compliance with all applicable federal and state reporting requirements regarding its employees and with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignments and will continue to be in compliance throughout the term of Contract # _____ with the County of Orange. I understand that failure to comply shall constitute a material breach of the Contract and that failure to cure such breach within 60 calendar days of notice from the County shall constitute grounds for termination of the Contract.

It is expressly understood that this data will be transmitted to governmental agencies charged with the establishment and enforcement of child support orders and for no other purposes and will be held confidential by those agencies.

Failure of the Contractor to timely submit the data and/or certifications required above or to comply with all federal and state reporting requirements for child support enforcement or to comply with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignment shall constitute a material breach of the Contract. Failure to cure such breach within 60 calendar days of notice from the County shall constitute grounds for termination of the Contract.

COUNTY OF ORANGE CHILD SUPPORT ENFORCEMENT

Contract Certification

INSTRUCTIONS:

UPON NOTIFICATION OF SELECTION FOR CONTRACT AWARD/REQUEST FOR RENEWAL, **COMPLETE PART I AND PART II.**
RETURN COMPLETED FORM TO: SHERIFF-CORONER DEPARTMENT/PURCHASING SERVICES BUREAU, 320 N. FLOWER ST.,
SANTA ANA, CA 92703.

PART I

A. In case of an individual contractor, provide:

His/her name, date of birth, Social Security number, and residence address:

B. In the case of contractor doing business in a form other than as an individual, provide:

The name, date of birth, Social Security number, and residence address of each individual who owns an interest of 10 percent or more in the contracting entity; OR

C. *If your firm is a non-profit entity please indicate: "N/A, Non-Profit Organization" OR If no single person owns an interest of 10 percent or more please state this fact below.

(Please note: Part II "Certification" must also be signed and returned)

1. Name: _____
D.O.B. _____
SSN No: _____
Residence Address: _____

2. Name: _____
D.O.B. _____
SSN No: _____
Residence Address: _____

3. Name: _____
D.O.B. _____
SSN No: _____
Residence Address: _____

PART II

CERTIFICATION (PART I MUST ALSO BE COMPLETED)

I certify that _____ is in full compliance with all applicable Federal and State reporting requirements regarding its employees and with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignments and will continue to be in compliance throughout the term of Contract Number MA-060-_____ with the County of Orange.

I understand that failure to comply shall constitute a material breach of the contract and the failure to cure such breach within 60 calendar days of notice from the County shall constitute grounds for termination of the contract.

AUTHORIZED SIGNATURE _____

PRINTED NAME _____

TITLE _____

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

To: Board of Trustees	Date: February 27, 2017
Re: Approval of Criminal Justice Academies Amendment Number Six to Contract #MA-060-11010909 with the County of Orange	
Action: Request for Approval	

BACKGROUND

Presently we have agreements with the County of Orange to support contract training for the Orange County Sheriff's Department, the Coroner's Office and the Orange County Probation Department. We have had this partnership for over forty-five (45) years now. This Amendment Number Six is to extend the current agreement through March 31, 2018.

ANALYSIS

This Amendment Number Six shall remain in effect through March 31, 2018 or until terminated by either party. Dean Bart Hoffman and college staff have reviewed this Amendment Number Six. This Amendment Number Six carries an annual cost of \$230,000 for county personnel.

RECOMMENDATION

It is recommended that the Board of Trustees approve this Criminal Justice Academies Amendment Number Six to Contract #MA-060-11010909 with the County of Orange in Santa Ana, California.

Fiscal Impact: \$144,400 annually	Board Date: February 27, 2017
Prepared by: Carlos Lopez, Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by: Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by: Dr. Raúl Rodríguez, Chancellor, RSCCD	

**AMENDMENT NUMBER SIX
TO
CONTRACT MA-060-11010909
BETWEEN THE
COUNTY OF ORANGE
AND
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

This AMENDMENT NUMBER SIX to CONTRACT number MA-060-11010909 (hereinafter "AMENDMENT NUMBER SIX") between the County of Orange, a political subdivision of the State of California (hereinafter "COUNTY") and Rancho Santiago Community College District (hereinafter "DISTRICT") with a place of business at 2323 North Broadway, Santa Ana, CA 92706, is made and entered upon execution of all necessary signatures.

RECITALS

WHEREAS, COUNTY and DISTRICT executed a CONTRACT for Space and Services for Training Programs, as Contract number MA-060-11010909 (hereinafter "ORIGINAL CONTRACT"), for a five (5) year term of January 1, 2011 through and including December 31, 2015; and

WHEREAS, COUNTY and DISTRICT amended the ORIGINAL CONTRACT, MA-060-11010909, to increase salary and benefits to be paid by DISTRICT to COUNTY for one Sheriff Information Processing Technician effective July 1, 2014 through the end of the Contract term, December 31, 2015;

WHEREAS, COUNTY and DISTRICT extended the ORIGINAL CONTRACT, MA-060-11010909 on December 15, 2015, to continue providing services for an additional two (2) month term of January 1, 2016 through and including February 29, 2016 (hereinafter "AMENDMENT NUMBER TWO");

WHEREAS, COUNTY and DISTRICT extended the ORIGINAL CONTRACT, MA-060-11010909 on February 23, 2016, to continue providing services for an additional one (1) month term of March 1, 2016 through and including March 31, 2016 (hereinafter "AMENDMENT NUMBER THREE");

WHEREAS, COUNTY and DISTRICT extended the ORIGINAL CONTRACT, MA-060-11010909 on March 22, 2016, to continue providing services for an additional six (6) month term of April 1, 2016 through and including September 30, 2016 (hereinafter "AMENDMENT NUMBER FOUR");

WHEREAS, COUNTY and DISTRICT extended the ORIGINAL CONTRACT, MA-060-11010909 on September 27, 2016, to continue providing services for an additional six (6) month term of October 1, 2016 through and including March 31, 2017 (hereinafter "AMENDMENT NUMBER FIVE);

WHEREAS, COUNTY and DISTRICT desire to extend the ORIGINAL CONTRACT, MA-060-11010909, to continue providing services for a one (1) year term of April 1, 2017 through and including March 31, 2018 and both COUNTY and DISTRICT agree to continue to provide those services at the rates set forth in AMENDMENT NUMBER ONE;

NOW THEREFORE, in consideration of the mutual obligations set forth the ORIGINAL CONTRACT as amended, both COUNTY and DISTRICT agree as follows:

1. ARTICLES

- a. Additional Terms and Conditions, **Section A -Term of Contract**, of the ORIGINAL CONTRACT is amended to read in its entirety as follows:

2. Term of Contract:

This Contract shall commence upon execution of all necessary signatures, and continue in effect from 1/1/11 through and including 3/31/18, unless otherwise terminated by COUNTY. The period of 11/1/11 through and including 3/31/18 shall be known as Contract number MA-060-11010909.

2. A true and correct copy of the ORIGINAL CONTRACT (Contract MA-060-11010909) is attached hereto as Exhibit A and incorporated by this reference.
3. A true and correct copy of AMENDMENT NUMBER ONE (Contract MA-060-11010909) is attached hereto as Exhibit B and incorporated by this reference.
4. A true and correct copy of AMENDMENT NUMBER TWO (Contract MA-060-11010909) is attached hereto as Exhibit C and incorporated by this reference.
5. A true and correct copy of AMENDMENT NUMBER THREE (Contract MA-060-11010909) is attached hereto as Exhibit D and incorporated by this reference.
6. A true and correct copy of AMENDMENT NUMBER FOUR (Contract MA-060-11010909) is attached hereto as Exhibit E and incorporated by this reference.
7. A true and correct copy of AMENDMENT NUMBER FIVE (Contract MA-060-11010909) is attached hereto as Exhibit F and incorporated by this reference.
8. All other provisions of the ORIGINAL CONTRACT and AMENDMENT NUMBER'S ONE through FIVE, to the extent they are not inconsistent with this AMENDMENT NUMBER SIX, remain unchanged and in full force and effect. All obligations of the Parties that would have been terminated on March 31, 2017 are hereby extended to March 31, 2018.

(Signature page follows)

IN WITNESS WHEREOF, the Parties have executed AMENDMENT NUMBER SIX to ORIGINAL CONTRACT MA-060-11010909.

***Contractor: Rancho Santiago Community College District**

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

***If a corporation, the document must be signed by two corporate officers. The first signature must be either, the Chairman of the Board, President, or any Vice President. The second signature must be the secretary, an assistant secretary, the Chief Financial Officer, or any assistant treasurers. In the alternative, a single corporate signature is acceptable when accompanied by a corporate document demonstrating the legal authority of the signature to bind the company.**

County Of Orange

A political subdivision of the State of California



Sheriff-Coroner Department

By: _____ Title: _____
Print Name: _____ Date: _____

Approved by the Board of Supervisors: _____

Approved as to Form
Office of the County Counsel
Orange County, California

by _____
Deputy

EXHIBIT 1

CHILD SUPPORT ENFORCEMENT REQUIREMENTS

In order to comply with child support enforcement requirements of the County the required Contractor data and certifications must be submitted within 10 days of notification of award.

Failure of a bidder to submit the data and/or certifications required above shall result in the bid being deemed non-responsive and the bidder may be disqualified from being considered for Contract award. Subsequent to issuance of the Contract, failure to comply with all federal and state reporting requirements for Child Support Enforcement or to comply with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignment shall constitute a material breach of the Contract. Failure to cure such breach within 60 calendar days of notice from the County shall constitute grounds for termination of the Contract.

The certifications will be stated as follows:

"I certify that _____ is in full compliance with all applicable federal and state reporting requirements regarding its employees and with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignments and will continue to be in compliance throughout the term of Contract # _____ with the County of Orange. I understand that failure to comply shall constitute a material breach of the Contract and that failure to cure such breach within 60 calendar days of notice from the County shall constitute grounds for termination of the Contract.

It is expressly understood that this data will be transmitted to governmental agencies charged with the establishment and enforcement of child support orders and for no other purposes and will be held confidential by those agencies.

Failure of the Contractor to timely submit the data and/or certifications required above or to comply with all federal and state reporting requirements for child support enforcement or to comply with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignment shall constitute a material breach of the Contract. Failure to cure such breach within 60 calendar days of notice from the County shall constitute grounds for termination of the Contract.

COUNTY OF ORANGE CHILD SUPPORT ENFORCEMENT

Contract Certification

INSTRUCTIONS:

UPON NOTIFICATION OF SELECTION FOR CONTRACT AWARD/REQUEST FOR RENEWAL, **COMPLETE PART I AND PART II.**
RETURN COMPLETED FORM TO: SHERIFF-CORONER DEPARTMENT/PURCHASING SERVICES BUREAU, 320 N. FLOWER ST.,
SANTA ANA, CA 92703.

PART I

A. In case of an individual contractor, provide:

His/her name, date of birth, Social Security number, and residence address:

B. In the case of contractor doing business in a form other than as an individual, provide:

The name, date of birth, Social Security number, and residence address of each individual who owns an interest of 10 percent or more in the contracting entity; OR

C. *If your firm is a non-profit entity please indicate: "N/A, Non-Profit Organization" OR If no single person owns an interest of 10 percent or more please state this fact below.

(Please note: Part II "Certification" must also be signed and returned)

1. Name: _____
D.O.B. _____
SSN No: _____
Residence Address: _____

2. Name: _____
D.O.B. _____
SSN No: _____
Residence Address: _____

3. Name: _____
D.O.B. _____
SSN No: _____
Residence Address: _____

PART II

CERTIFICATION (PART I MUST ALSO BE COMPLETED)

I certify that _____ is in full compliance with all applicable Federal and State reporting requirements regarding its employees and with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignments and will continue to be in compliance throughout the term of Contract Number MA-060-_____ with the County of Orange.

I understand that failure to comply shall constitute a material breach of the contract and the failure to cure such breach within 60 calendar days of notice from the County shall constitute grounds for termination of the contract.

AUTHORIZED SIGNATURE _____

PRINTED NAME _____

TITLE _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Human Services and Technology Division

To: Board of Trustees	Date: February 27, 2017
Re: Approval of Criminal Justice Academies Amendment Number One to Contract #MA-060-13010027 with the County of Orange	
Action: Request for Approval	

BACKGROUND

Santa Ana College and the County of Orange have a forty (40) year partnership providing police training. This Amendment Number One is to extend the current agreement through March 31, 2018. The Amendment Number One creates a mechanism for the County to pay registration fees for training that Santa Ana College Criminal Justice Academies provides for them.

ANALYSIS

This Amendment Number One shall remain in effect through March 31, 2018 or until terminated by either party. Dean Simon B. Hoffman and college staff have reviewed this Amendment Number One. This Amendment Number One carries no costs or other financial arrangements.

RECOMMENDATION

It is recommended that the Board of Trustees approve this Criminal Justice Academies Amendment Number One to Contract #MA-060-13010027 with the County of Orange in Santa Ana, California.

Fiscal Impact:	None	Board Date: February 27, 2017
Prepared by:	Carlos Lopez, Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

**AMENDMENT NUMBER ONE
TO
CONTRACT MA-060-13010027
BETWEEN THE
COUNTY OF ORANGE
AND
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

This AMENDMENT NUMBER ONE to CONTRACT number MA-060-13010027 (hereinafter "AMENDMENT NUMBER ONE") between the County of Orange, a political subdivision of the State of California (hereinafter "COUNTY") and Rancho Santiago Community College District (hereinafter "DISTRICT") with a place of business at 2323 North Broadway, Santa Ana, CA 92706, is made and entered upon execution of all necessary signatures.

RECITALS

WHEREAS, COUNTY and DISTRICT executed CONTRACT on September 11, 2012 for Registration and Tuition Fees for Criminal Justice Academy Classes, as Contract MA-060-13010027 (hereinafter "ORIGINAL CONTRACT"), for a five (5) year term of September 18, 2012 through and including September 17, 2017; and

WHEREAS, COUNTY and DISTRICT desire to extend the ORIGINAL CONTRACT for an additional term of September 18, 2017 through and including March 31, 2018 and the DISTRICT has agreed to continue to provide those services at the rates set forth in the ORIGINAL CONTRACT;

NOW THEREFORE, in consideration of the mutual obligations set forth herein, both COUNTY and DISTRICT agree as follows:

1. **ARTICLES**

- a. Additional Terms and Conditions, **Section A -Term of Contract**, of the ORIGINAL CONTRACT is amended to read in its entirety as follows:

A. Term of Contract:

This Contract shall commence upon execution of all necessary signatures, and continue in effect from 9/18/2012 through and including 3/31/18, unless otherwise terminated by COUNTY. The period of 9/18/12 through and including 3/31/18 shall be known as Contract MA-060-13010027.

2. A true and correct copy of the ORIGINAL CONTRACT (Contract MA-060-13010027) is attached hereto as Exhibit A and incorporated by this reference.

3. All other provisions of the ORIGINAL CONTRACT, to the extent they are not inconsistent with this AMENDMENT NUMBER ONE, remain unchanged and in full force and effect. All obligations of the Parties that would have been terminated on September 17, 2017 are hereby extended to March 31, 2018.

(Signature page follows)

IN WITNESS WHEREOF, the Parties have executed AMENDMENT NUMBER ONE to ORIGINAL CONTRACT MA-060-13010027.

***Contractor: Rancho Santiago Community College District**

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

***If a corporation, the document must be signed by two corporate officers. The first signature must be either the Chairman of the Board, President, or any Vice President. The second signature must be the secretary, an assistant secretary, the Chief Financial Officer, or any assistant treasurers. In the alternative, a single corporate signature is acceptable when accompanied by a corporate document demonstrating the legal authority of the signature to bind the company.**

County Of Orange

A political subdivision of the State of California



Sheriff-Coroner Department

By: _____ Title: _____
Print Name: _____ Date: _____

Approved by the Board of Supervisors: _____

Approved as to Form
Office of the County Counsel
Orange County, California

by _____
Deputy

EXHIBIT 1

CHILD SUPPORT ENFORCEMENT REQUIREMENTS

In order to comply with child support enforcement requirements of the County the required Contractor data and certifications must be submitted within 10 days of notification of award.

Failure of a bidder to submit the data and/or certifications required above shall result in the bid being deemed non-responsive and the bidder may be disqualified from being considered for Contract award. Subsequent to issuance of the Contract, failure to comply with all federal and state reporting requirements for Child Support Enforcement or to comply with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignment shall constitute a material breach of the Contract. Failure to cure such breach within 60 calendar days of notice from the County shall constitute grounds for termination of the Contract.

The certifications will be stated as follows:

"I certify that _____ is in full compliance with all applicable federal and state reporting requirements regarding its employees and with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignments and will continue to be in compliance throughout the term of Contract # _____ with the County of Orange. I understand that failure to comply shall constitute a material breach of the Contract and that failure to cure such breach within 60 calendar days of notice from the County shall constitute grounds for termination of the Contract.

It is expressly understood that this data will be transmitted to governmental agencies charged with the establishment and enforcement of child support orders and for no other purposes and will be held confidential by those agencies.

Failure of the Contractor to timely submit the data and/or certifications required above or to comply with all federal and state reporting requirements for child support enforcement or to comply with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignment shall constitute a material breach of the Contract. Failure to cure such breach within 60 calendar days of notice from the County shall constitute grounds for termination of the Contract.

COUNTY OF ORANGE CHILD SUPPORT ENFORCEMENT

Contract Certification

INSTRUCTIONS:

UPON NOTIFICATION OF SELECTION FOR CONTRACT AWARD/REQUEST FOR RENEWAL, **COMPLETE PART I AND PART II.**
RETURN COMPLETED FORM TO: SHERIFF-CORONER DEPARTMENT/PURCHASING SERVICES BUREAU, 320 N. FLOWER ST.,
SANTA ANA, CA 92703.

PART I

A. In case of an individual contractor, provide:

His/her name, date of birth, Social Security number, and residence address:

B. In the case of contractor doing business in a form other than as an individual, provide:

The name, date of birth, Social Security number, and residence address of each individual who owns an interest of 10 percent or more in the contracting entity; OR

C. *If your firm is a non-profit entity please indicate: "N/A, Non-Profit Organization" OR If no single person owns an interest of 10 percent or more please state this fact below.

(Please note: Part II "Certification" must also be signed and returned)

1. Name: _____
D.O.B. _____
SSN No: _____
Residence Address: _____

2. Name: _____
D.O.B. _____
SSN No: _____
Residence Address: _____

3. Name: _____
D.O.B. _____
SSN No: _____
Residence Address: _____

PART II

CERTIFICATION (PART I MUST ALSO BE COMPLETED)

I certify that _____ is in full compliance with all applicable Federal and State reporting requirements regarding its employees and with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignments and will continue to be in compliance throughout the term of Contract Number MA-060-_____ with the County of Orange.

I understand that failure to comply shall constitute a material breach of the contract and the failure to cure such breach within 60 calendar days of notice from the County shall constitute grounds for termination of the contract.

AUTHORIZED SIGNATURE _____

PRINTED NAME _____

TITLE _____

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

To:	Board of Trustees	Date: February 27, 2017
Re:	Approval of Renewal of Clinical Community Health Training Affiliation Agreement for the Nursing Program with Vanguard University	
Action:	Request for Approval	

BACKGROUND

This is a renewal of a Clinical Community Health Training Affiliation Agreement with Vanguard University, located in Costa Mesa, California, to be a provider of post-graduate educational and training for students pursuing careers in nursing education. These students are in the Master's Program (MSN) or Bachelor's Program (BSN) and will be precepting with Santa Ana College Nursing Faculty in the classroom and clinical setting as part of their post-graduate or under-graduate education.

ANALYSIS

This clinical affiliation agreement with Vanguard University allows for clinical training of graduate or undergraduate nurses and is important to Santa Ana College because these students may become interested in teaching at Santa Ana College upon graduation as a result of a positive training experience. The clinical affiliation agreement covers the scope of program operations as well as other issues relating to responsibilities for both parties. RSCCD Risk Management and college staff have reviewed and approved the clinical affiliation agreement. The clinical affiliation agreement carries no costs or other financial arrangements and is in effect for three (3) years.

RECOMMENDATION

It is recommended that the Board of Trustees approve the renewal of this Clinical Community Health Training Affiliation Agreement for the Nursing Program with Vanguard University, located in Costa Mesa, California.

Fiscal Impact:	None	Board Date: February 27, 2017
Prepared by:	Carlos Lopez, Vice President of Academic Affairs Rebecca Miller, Associate Dean of Health Sciences	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

CLINICAL COMMUNITY HEALTH TRAINING AFFILIATION AGREEMENT

This Agreement is entered into between Vanguard University (“University”) and Rancho Santiago Community College District on behalf of Santa Ana College (“Agency”) on February 27, 2017.

RECITALS

A. University is an institution of higher learning offering a Master of Science in Nursing (MSN) program (the “Program”) to nurses who already have their Registered Nurse license. The Program requires management and education practicum experiences for its student nurses to graduate.

B. Agency operates educational training facilities that are suitable for the practicum training needs of the Program. Agency desires to support the Program to assist in training University’s MSN students.

C. University and Agency acknowledge a public obligation to contribute to nursing education for the benefit of the Program’s MSN students and to meet the community needs for nurse leaders and educators. The purpose of this Agreement is to set forth the terms and conditions pursuant to which the parties will institute the practicum training portion of the Program at Agency’s facilities.

AGREEMENT

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

1. RESPONSIBILITIES AND PRIVILEGES OF UNIVERSITY

1.1. Academic Responsibility. University shall develop, organize, and implement the Program’s curriculum under the direction of a qualified instructional staff.

1.2. Number of Students, Dates, and Length of Clinical Training. University shall designate and notify Agency of the student(s) who are to be assigned for a practicum experience at Agency in such numbers, dates, and length of clinical training as are mutually agreed upon between Agency and University.

1.3. Documentation. University shall maintain all attendance and academic records of nursing student(s) participating in the Program. University shall implement and maintain an evaluation process of the students’ progress at Agency throughout the practicum training assignment.

1.4. Health Clearance. University shall ensure that each student complies with Agency’s established requirements for yearly physical examinations and any necessary

immunizations and TB tests.

1.5. Insurance. Program shall be responsible for verifying the required level of individual malpractice insurance and basic individual health insurance for MSN students. University shall ensure that all students maintain professional liability insurance coverage at a minimum of One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in aggregate throughout the course of this Agreement. Further, University agrees to maintain professional and comprehensive general liability insurance at a minimum of One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in aggregate throughout the course of this Agreement. Further, University shall ensure that such policies provide for notification to Agency at least thirty (30) days in advance of any material modification or cancellation of such coverage. University also agrees to maintain statutory Workers' Compensation coverage on any individuals characterized as employees of University working at Agency pursuant to this Agreement at all times during the course of this Agreement. University shall provide certificates evidencing all coverage referred to in this section within thirty (30) days of execution of this Agreement and thereafter, on an annual basis except that, with respect to students, such evidence will be provided prior to the date when any new student commences participation in the Program(s).

1.6. Confidentiality. University shall instruct students regarding confidentiality of patient/student information in accordance with Agency's written notification and guidance. University shall instruct its MSN students to sign any further documentation necessary for Agency's compliance with the Health Insurance Portability and Accountability Act ("HIPAA"), as it may be amended and interpreted from time to time.

1.7. Agency Policies and Procedures. University shall ensure that each MSN student is aware of all applicable Agency policies and procedures and shall require each MSN student to conform to all such Agency policies, procedures, regulations, standards for health, safety, cooperation, patient/student privacy, ethical behavior, and any additional requirements and restrictions agreed upon by representatives of Agency and University.

1.8. Discipline. University shall be responsible for counseling, controlling, and disciplining its MSN student nurses.

1.9. Hold Harmless. University shall indemnify, defend, save and hold Agency harmless against any losses, claims, legal claims, demands, or judgments against Agency arising out of any activities performed by University's MSN students or faculty pursuant to this agreement.

2. RESPONSIBILITIES AND PRIVILEGES OF AGENCY

2.1. Implementation of Program.

2.1.1. Agency shall cooperate with and assist in the planning and implementation of the Program at its facilities for the benefit of University's MSN students. Agency shall provide the cooperation and counsel of its staff in the conduct of the Program.

2.1.2. Agency staff may participate in the educational program upon request of University. They may serve as resource persons, clinical experts, and/or preceptors. They also may assist in the planning and implementation of aspects of practicum experience. Such participation shall be voluntary and shall not interfere with assigned Agency duties.

2.2. Instruction. Agency shall provide opportunities for MSN students to have experiences in giving and observing services to patient/students, relevant to MSN students' course of educational/clinical training.

2.3. Facilities and Parking.

2.3.1. Agency shall provide access to its facilities as necessary to the development and maintenance of a sound educational experience for MSN students in the Program.

2.3.2. Agency shall arrange parking facilities for MSN students and instructors to the same extent as for Agency employees.

2.3.3. Upon request, Agency shall permit the University and any regulatory board for nursing or nursing education, designated by University, to make site visits to its facilities.

2.4. Statement of Adequate Staffing. Agency acknowledges that it has adequate staffing for patient/student safety and continuity of health care services. Agency shall not substitute MSN students participating in the Program for nursing staff/faculty necessary for reasonable staffing coverage.

2.5. Documentation. Agency agrees to make available to University and its nursing students a copy of its policies and procedures, rules and regulations, and other relevant information in order that students obtain the benefit of such documentation and in order that MSN students comply with such policies and rules.

2.6. Authority. Agency shall maintain at all times full authority over and responsibility for care of its patient/students and may intervene and/or redirect MSN students when appropriate or necessary.

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

2.8. Records. It is understood and agreed that all records, other than MSN student evaluation records and information, shall remain the property of Agency.

2.9. First Aid. Agency shall be available to provide necessary emergency health care or first aid, within its capacity, to MSN students during clinical training. Except as herein provided, Agency shall have no obligation to furnish medical or surgical care to any MSN student.

2.10. Hold Harmless. Agency shall indemnify, defend, save and hold University harmless against any losses, claims, legal claims, demands or judgments against University arising out of any activities performed by Agency pursuant to this agreement.

3. STATUS OF STUDENT NURSES

3.1. MSN students shall have the status of learners and shall not be considered to be Agency employees, nor shall they replace Agency staff/faculty. Education practicum experience will be conducted as a laboratory learning experience and is provided on an “extended campus” basis. There shall be no monetary obligation between Agency and University or its MSN students and instructors.

3.2. It is not the intention of University or Agency that any MSN student occupies the position of third party beneficiary of any obligations assumed by Agency or University pursuant to this Agreement.

3.3. MSN students are subject to the authority, policies, and regulations of the University. They are also subject, during clinical assignment, to applicable Agency regulations and must conform to the same standards as are set for Agency employees in matters relating to the welfare of patient/students and general Agency operations, including maintaining patient/student confidentiality.

4. GENERAL PROVISIONS

4.1. Non-Discrimination. Both parties will fully comply with any and all applicable local, state, and federal anti-discrimination regulations, statutes and judicial decisions.

4.2. Headings. The headings contained in this Agreement are for reference purposes only and shall not in any way affect the meaning or interpretation of this Agreement.

4.3. Entire Agreement; Amendment. This Agreement contains the complete and full agreement between the parties with respect to the subject matter hereof and shall supersede all other agreements relative to the subject matter hereof by and between the parties. This Agreement may be amended but only by an instrument in writing signed by both parties to the Agreement.

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

4.5. Severability. Any term or provision of this Agreement which is invalid or unenforceable by virtue of any statute, ordinance, court order, final administrative action, or otherwise shall be ineffective to the extent of such invalidity or unenforceability without rendering invalid or unenforceable the remaining terms and provisions of this Agreement.

4.6. Further Assurances. Each Party shall cooperate with, and take such action as may be reasonably requested by the other in order to carry out the provisions and purposes of this Agreement.

4.7. Waiver. No assent or waiver, express or implied, of any breach of any one or more of the terms of this Agreement shall be deemed to be taken to be a waiver of any other term or condition or assent to continuation of such breach.

4.8. Preparer Construction. This Agreement is not to be construed in favor of or against either party on any basis, including responsibility for drafting. The language in this Agreement shall be construed in accordance with its fair meaning as if prepared by all the parties to the agreement.

4.9. Attorney's Fees. If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, the prevailing party in such action shall be awarded its attorneys' fees and costs incurred.

4.10. Counterparts and Right. This Agreement may be signed in counterparts, which together shall constitute one agreement. If this Agreement is signed in counterparts, no signatory hereto shall be bound until both parties named below have duly executed, or caused to be duly executed, a counterpart of this Agreement.

4.11. Term. The term of this Agreement shall commence as of the Effective Date and shall continue for three (3) year(s) unless terminated sooner as provided herein.

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

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

UNIVERSITY

Vanguard University
55 Fair Drive
Costa Mesa, CA 92626-9601
Attn: Lettie Cowie
VP of Business and Finance
Attn: Director of Nursing

AGENCY

Santa Ana College
1530 W. 17th Street
Santa Ana, CA 92706
Attn: Becky Miller
Associate Dean of Health Sciences
Director of Nursing

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

UNIVERSITY:

AGENCY:

By: _____

By: _____

Printed Name: Jeremy Moser, CPA, CTP

Printed Name: Peter J. Hardash

Title: Chief Financial Officer

Title: Vice Chancellor Fiscal Services/
Business Operations

Date: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Santa Ana College

To:	Board of Trustees	Date: February 27, 2017
Re:	Approval of College Central Network, Inc.'s Career Services Central Application Service Provider (ASP) Agreement	
Action:	Request For Approval	

BACKGROUND

The Career Development/CTE Student Success Center (formerly the Career/Job Resource Center) currently has no online system for posting job offerings, utilizing instead an antiquated system of hard copy job listings in binders. Career Services Central ASP is a web-based office management system that would be hosted on College Central Network's (CCN) servers. CCN provides the software, hardware and virtual training for this system, and has provided a 13-month free trial during 2016-2017. The free trial was provided in exchange for feedback from Santa Ana College regarding the performance of the service and the features offered and/or enhanced during the initial trial year. Following this free trial period, Santa Ana College is extremely pleased with the service, and is requesting that a contract be approved for the period from February 28, 2017 – February 27, 2020, for the cost of \$1500 annually for a 3-year period, for a total cost of \$4,500.

ANALYSIS

CNN is a national company that serves many colleges in California, including Santiago Canyon College, which has provided very positive feedback about this service. Career Services Central ASP has created an online student employment service that will be utilized by Service Learning and other Career Development/CTE Center functions to improve efficiency for both student users and Center staff.

RECOMMENDATION

It is recommended that the Board of Trustees approve the College Central Network, Inc.'s Career Services Central Application Service Provider (ASP) Agreement as presented.

Fiscal Impact:	\$4,500	Board Date: February 27, 2017
Prepared by:	Sara Lundquist, Ph.D., Vice President of Student Services Micki Bryant, Ph.D., Dean of Counseling	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodriguez, Ph.D., Chancellor, RSCCD	

CAREER SERVICES CENTRAL®
APPLICATION SERVICE PROVIDER (ASP) AGREEMENT

THIS AGREEMENT, dated as of 01/17/2017, between College Central Network, Inc., a Delaware corporation ("CCN") located at 245 8th Avenue # 892, New York, NY 10011 and Rancho Santiago Community College District on behalf of Santa Ana College (the "School" or the "Schools"), located at 1530 West 17th Street, Santa Ana, CA 92706

sets forth the terms under which the School becomes a user of CCN's Career Services Central Online Career Office Management System known as CSC 2016 (sometimes referred to as the "CAREER SERVICES CENTRAL ASP").

WITNESSETH:

WHEREAS, the School requires a Web-based career office management system to be hosted on CCN's servers, and access and/or use of CCN's Web site;

WHEREAS, CCN has the software, hardware, training and experience required by the School for this effort;

WHEREAS, CCN is desirous of receiving feedback from the School as to the performance of the CAREER SERVICES CENTRAL ASP and its features as offered and enhanced during the term of this Agreement; and

WHEREAS, this Agreement is of mutual interest and benefit to the School and CCN and will further the career development and placement objectives of the School.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, the parties hereto agree to the following:

1. CAREER SERVICES CENTRAL ASP Provided Features

During the Term (as defined in Section 3 hereafter) of this Agreement, CCN will make available to the School the following features of the CAREER SERVICES CENTRAL ASP and all of the features checked off on the attached Schedule A — Additional Included Services and Modules:

- (i) All of the existing features of CCN's CAREER SERVICES CENTRAL ASP Basic Software Module ("CAREER SERVICES CENTRAL ASP BASIC MODULE") as of the date of this Agreement, and all updates and upgrades thereto, as described below. The CAREER SERVICES CENTRAL ASP BASIC MODULE provides functionality to: collect, enter and approve job postings, search resumes and refer them to prospective employers and to generate reports about students, alumni, employers and job postings.

- (ii) Standard CCN HTML web pages ("CCN WEB PAGES") to be linked to the School's Career Center web site with the School's colors and logos. The CCN WEB PAGES' icons shall direct the School's students, alumni and employers to use the job posting, recruiting and resume services and provide a method for searching jobs and submitting resumes. The CCN WEB PAGES shall be linked back to the key pages on the Career Center's web site as well as the School's general web site home page.
- (iii) The Employer Services Module, with such features available, as of the date of this Agreement, and all updates and upgrades thereto, as described in Section 3 hereafter. The Employer Services Module enables School's employer partners to post jobs and search resumes online for School's exclusively, reducing the overall number of job postings entered by School's career center staff.
- (iv) Any additional features available as part of the CAREER SERVICES CENTRAL ASP including, without limitation, all other services modules offered by CCN thereunder, may be acquired for use by the School, by entering into separate agreements with CCN for such additional features, at such prices and on such other relevant terms as described in CCN's then current services offering sheet.

2. CAREER SERVICES CENTRAL ASP Set-up and Training of School's Staff

CCN shall provide no in-person training sessions during the Term of this Agreement. The School shall be entitled to training virtually by CCN staff over the Internet. CCN will provide continuous virtual support for the School during the Term.

To assist and/or enable CCN to perform a proper installation of the CAREER SERVICES CENTRAL ASP, the School agrees to create links from its Career Center web site to the CCN Web Pages to assist students and alumni in using the CAREER SERVICES CENTRAL ASP within thirty (30) days of the execution of this Agreement.

3. CAREER SERVICES CENTRAL ASP Fees

In consideration for its right to utilize the CAREER SERVICES CENTRAL ASP features described in Section 1 hereof, the School shall pay CCN:

- (i) The sum of zero (\$ 0.00) dollars
no later than 02/23/2017
for the period beginning on 02/23/2017 and ending on 03/31/2017 ,
the Initial Term (the "Initial Term").

- (ii) The term Business Days as used in this Agreement means all days, except Saturdays, Sundays and the following holidays: New Year's Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.

CCN agrees to provide the School with updates and/or upgrades to the CAREER SERVICES CENTRAL ASP BASIC MODULE and all other modules as listed in Section 1, CAREER SERVICES CENTRAL ASP Provided Features, during the Term, within a reasonable period of time after any such updates and/or upgrades become generally available (i.e., after successful Beta testing), along with reasonable virtual instruction and/or training over the Internet regarding the same. Such upgrades shall include each newly-numbered annual upgrade when it becomes available (e.g. CSC 2016, CSC 2017, etc.).

4. Linking and Whitelisting Obligations

During the Term of this Agreement, and to ensure the CAREER SERVICES CENTRAL ASP's effectiveness, the School agrees to place the CCN logo and/or other CCN representative pictures or text provided by CCN that shall direct users to the CCN Site front door on the School's Career Center site. The CCN link shall be prominently promoted via placement in the School's Career Center site and such other places as may be mutually agreed. The exact placement of the CCN link shall be at the School's sole discretion, with reasonable input from CCN. So long as CAREER SERVICES CENTRAL ASP is the exclusive third party system utilized by the School to manage its career services office, the School agrees that the CCN logo or hotlink shall be the first displayed on its career services Web site stating that "The (School Name) Uses College Central Network as its official resume and job posting service." In order to direct the School's users to the Service, the School agrees to download and link to the CCN approved logos that are located at <http://www.careerservicescentral.com/Graphics.cfm> or other mutually agreed to variation thereof. All other uses of the CCN logo are subject to Trademark law and may not be used without the express prior written consent of CCN. The School is unrestricted in any manner and may link to any other Web sites as long as CollegeCentral.com remains the first and most dominant link exhibited.

CCN and the School hereby grant to one another a non-exclusive, non-transferable (except as provided in the section entitled "Assignment"), royalty-free, worldwide license to use, reproduce, transmit, and publicly display the other's links during the term of this Agreement solely for the purposes described herein. Except as expressly stated herein, neither party shall make any other use of the other party's marks. The licenses described herein shall terminate automatically upon the effective date of expiration and/or termination of this Agreement.

During the Term of this Agreement, and to ensure the CAREER SERVICES CENTRAL ASP's effectiveness, the School agrees to whitelist CCN's email servers. Whitelisting CCN's email servers allows the CAREER SERVICES CENTRAL ASP's emails to pass through the school's internal firewall and to reach the School's faculty, students and alumni. The CAREER SERVICES CENTRAL ASP cannot function without this ability. School understands that the CAREER SERVICES CENTRAL ASP cannot be implemented until CCN verifies that whitelisting has been completed by School.

5. Exclusive Provider During Term of Agreement/Termination

During the Term, CCN shall be the exclusive third party ASP and/or software provider to the School for career services management.

Either CCN or the School may terminate this Agreement for a breach of the other's material obligations, upon thirty (30) days advance written notice to each other. However, CCN and School shall both be granted thirty (30) days to cure any material breach after first having received written notice clearly outlining such material breach from the other before termination shall be granted.

6. Independent Contractor/No Agent

CCN is and shall be an independent contractor. As such, neither party nor any of their respective employees or independent contractors is authorized or empowered to act as agent for the other for any purpose and shall not on behalf of the other enter into any contract, warranty, or make any representation or warranty as to any matter, except as specifically allowed herein and limited to the narrowest construction thereof. Neither shall be bound by the acts or conduct of the other. CCN covenants that it will not at any time represent itself, either directly or by implication, as an agent of the School or as having authority to bind the School.

7. Intellectual Property and Access

The School agrees not to alter, decompile, disassemble, download, or copy the CAREER SERVICES CENTRAL ASP, the CCN WEB PAGES or any CCN web page including, but not limited to CareerServicesCentral.com, CollegeCentral.com, StudentCentral.com, AlumniCentral.com, JobsCentral.com, ResumeCentral.com, JobFairCentral.com or EmployerCentral.com. The School recognizes that the CAREER SERVICES CENTRAL ASP, the CCN WEB PAGES and all CCN web page information contained therein is proprietary to CCN and contains proprietary software that constitutes valuable confidential information and trade secrets of CCN.

The school agrees not to release its ID and Password required for access to the CAREER SERVICES CENTRAL ASP to any person or entity other than its own career center staff, the School's Information Technology Officer or its Webmaster without the express prior written consent of CCN. The School shall immediately notify CCN in writing if the School ID and/or password for any of the School's CAREER SERVICES CENTRAL ASP users is lost, stolen, obtained or used by an unauthorized person.

The School shall use its best efforts to give CCN at least five (5) business days prior notice of any changes to information on the School's Career Center web site and/or pages that may impact the design, use and operation of CCN. Examples of such changes may include, but are not to be limited to, changes in the graphic design and/or location of the School's Career Center's web site and/or pages, or new internet or contact addresses for the same. This provision shall apply only to the School's Career Center's web site and/or pages and no other web site and/or pages of the School.

The School may take such action as it deems appropriate to maintain the integrity of the CAREER SERVICES CENTRAL ASP and its web site and accordingly has the right to remove or temporarily restrict access to any resumes that it views as frivolous or patently false. CCN will use its reasonable efforts to advise the School of resumes or acts which it believes adversely affects the School's site or the CAREER SERVICES CENTRAL ASP's integrity.

The School represents that it has the full right to grant or otherwise permit CCN to access the School's Career Center site and use the School's site links. CCN represents that it has the full right to grant or otherwise permit the School to access the CAREER SERVICES CENTRAL ASP and use the CCN site links and CCN is aware of no claims by any third parties adverse to any of its intellectual property rights affecting this Agreement.

If either party's (the "Infringing Party") intellectual property rights relating to this Agreement are alleged or held to infringe the intellectual property rights of a third party, the Infringing Party shall, at its own expense, and in its sole discretion, (1) procure for the non-Infringing Party the right to continue to use the allegedly infringing intellectual property or (2) replace or modify the intellectual property to make it non-infringing; provided, however, if neither option is possible or economically feasible and if the inability to use such intellectual property would cause a material breach of this Agreement (as determined by the non-Infringing Party), the Infringing Party may terminate this Agreement, without further liability.

The provisions of this Section shall survive the termination or natural expiration of this Agreement.

8. Confidentiality

The School is granted the right to use the CAREER SERVICES CENTRAL ASP to search for resumes of students attending the School and its alumni. The School may not search the resume databases of other schools, and CCN shall not permit other schools to search the School's student resume and/or alumni databases. The School may remove the resumes of persons that to its knowledge, do not attend, have never attended or have not graduated from the School.

The School agrees to keep confidential the functionality and processes of the CAREER SERVICES CENTRAL ASP. The School agrees to keep confidential any pending CAREER SERVICES CENTRAL ASP enhancements, testings and/or developments as to which it has been advised by CCN are not then publicized, generally known or available to current and prospective users of the CAREER SERVICES CENTRAL ASP. Neither the School nor its representatives will disclose to any person the financial terms and conditions which are associated with this Agreement. This provision does not prohibit the School from providing this Agreement or such financial information to its attorneys, financial advisors on a "need to know" basis, or as may be required by law.

The provisions of this Section shall survive the termination or natural expiration of this Agreement.

9. Non-Discrimination

CCN provides the CAREER SERVICES CENTRAL ASP without regard to the race, sex, sexual orientation, age, religion, ethnic or national origin, disability, marital or veteran's status of any employee, student or representative of the School or any entity (and its employees) contracting with the School. CCN promptly will report to the School any instance of such discrimination of which it becomes aware.

10. Assignment

The School may not assign or license all or any portion of its rights under this Agreement without the prior written consent of CCN. CCN may assign this Agreement to an affiliate or successor of CCN that specifically agrees to assume CCN's obligations hereunder.

11. Limitations of Liability

UNDER NO CIRCUMSTANCES SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL OR EXEMPLARY DAMAGES (EVEN IF SUCH DAMAGES ARE FORSEEABLE OR THAT PARTY HAS BEEN ADVISED OR HAS CONSTRUCTIVE KNOWLEDGE OF THE POSSIBILITY OF SUCH DAMAGES), ARISING FROM SUCH PARTY'S PERFORMANCE OR NON-PERFORMANCE PURSUANT TO ANY PROVISION OF THIS AGREEMENT OR THE OPERATION OF SUCH PARTY'S SITE (INCLUDING ANY SUCH DAMAGES INCURRED BY THIRD PARTIES), SUCH AS, BUT NOT LIMITED TO, LOSS OF REVENUE OR ANTICIPATED PROFITS OR LOST BUSINESS. IN NO EVENT SHALL CCN BE LIABLE FOR DAMAGES IN EXCESS OF THE AMOUNT PAYABLE TO IT UNDER THIS AGREEMENT. NOTWITHSTANDING ANYTHING HEREIN TO THE CONTRARY, THIS SECTION SHALL NOT LIMIT EITHER PARTY'S LIABILITY TO THE OTHER FOR (A) WILLFUL AND MALICIOUS MISCONDUCT; (B) DIRECT DAMAGES TO REAL OR TANGIBLE PERSONAL PROPERTY; OR (C) BODILY INJURY OR DEATH CAUSED BY NEGLIGENCE.

12. Limitation of Warranty

EXCEPT AS SPECIFICALLY STATED HEREIN, THE CAREER SERVICES CENTRAL ASP AND RELATED WEB SITE ARE MADE AVAILABLE SOLELY ON AN "AS IS" BASIS. CCN ASSUMES NO RESPONSIBILITY FOR ERRORS, OMISSIONS AND MISREPRESENTATIONS BY PERSONS ENTERING DATA ABOUT JOB OPPORTUNITIES OR INFORMATION SUPPLIED BY THE SCHOOL OR INDIVIDUALS ENTERING RESUMES OR OTHER DATA. IN NO EVENT WILL CCN BE RESPONSIBLE FOR ANY SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES IN CONNECTION WITH THE CAREER SERVICES CENTRAL ASP.

EACH PARTY EXPRESSLY DISCLAIMS ANY WARRANTIES, EXPRESS, IMPLIED, OR STATUTORY, INCLUDING BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, NEITHER PARTY MAKES ANY EXPRESS OR IMPLIED WARRANTIES OR REPRESENTATIONS WITH RESPECT TO SUCH PARTY'S SITE, AND NEITHER PARTY SHALL BE LIABLE FOR THE CONSEQUENCES OF ANY INTERRUPTIONS OR ERRORS RELATED THERETO. CCN SPECIFICALLY DISCLAIMS ALL LIABILITY FOR THE SCHOOL'S SITE AND THE SCHOOL SPECIFICALLY DISCLAIMS ALL LIABILITY FOR THE CCN SITE AND THE CONTENT THEREIN.

EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, NEITHER PARTY MAKES ANY EXPRESS OR IMPLIED WARRANTIES OR REPRESENTATIONS WITH RESPECT TO THE CAREER SERVICES CENTRAL ASP OR ANY OTHER SERVICES OR PRODUCTS OFFERED OR SOLD THROUGH THE CCN SITE OR THE SCHOOL'S SITE (INCLUDING, WITHOUT LIMITATION, WARRANTIES OF FITNESS, MERCHANTABILITY, NON-INFRINGEMENT OR ANY IMPLIED WARRANTIES ARISING OUT OF A COURSE OF PERFORMANCE, DEALING OR TRADE USAGE).

13. Indemnification

To the extent allowed by law, the School will at all times defend, indemnify and hold harmless CCN and its affiliates, subsidiaries, officers, directors, shareholders, employees, accountants, attorneys, agents, successors and assigns from and against any and all third party claims, damages, liabilities, costs and expenses, including reasonable legal fees and expenses, arising out of or related to any breach of any warranty, representation, covenant or agreement made by the School in this Agreement or the development, operation or maintenance of the School's Career Center's site. The foregoing indemnity is conditioned upon: prompt written notice by CCN to the School of any claim, action or demand for which indemnity is claimed; complete control of the defense and settlement thereof by the School; and such reasonable cooperation by CCN in the defense as the School may request.

To the extent allowed by law, CCN will at all times defend, indemnify and hold harmless the School and its affiliates, subsidiaries, officers, directors, shareholders, employees, accountants, attorneys, agents, successors and assigns from and against any and all third party claims, damages, liabilities, costs and expenses, including reasonable legal fees and expenses, arising out of or related to any breach of any warranty, representation, covenant or agreement made by CCN in this Agreement or the development, operation or maintenance of the CCN site. The foregoing indemnity is conditioned upon: prompt written notice by the School to CCN of any claim, action or demand for which indemnity is claimed; complete control of the defense and settlement thereof by CCN; and such reasonable cooperation by the School in the defense as CCN may request.

Neither party shall, without the prior written consent of the other party, settle, compromise or consent to the entry of any judgment with respect to any pending or threatened claim unless the settlement, compromise or consent provides for and includes an express, unconditional release of all claims, damages, liabilities, costs and expenses, including reasonable legal fees and expenses, against the indemnified party.

14. Press Releases/References

CCN and the School may jointly or singularly prepare press releases and/or references concerning the existence of this Agreement and the general terms hereof. Otherwise, no public statements and/or references concerning the existence or terms of this Agreement shall be made or released to any medium except with the prior approval of CCN and the School or as required by law, such approval not to be unreasonably withheld.

15. No Solicitation of Employees

School agrees that it will not, during its ASP Service Provider Agreement Term, as defined in this Agreement and for a period of one (1) year thereafter, regardless of the circumstances which result in the School's termination of the ASP Service Provider Agreement: (i) solicit or to cause to be solicited, either directly or indirectly, any employee or independent contractor of CCN to terminate an employment or independent contractor relationship with CCN or (ii) solicit or to cause to be solicited, either directly or indirectly, the employment of or a consulting arrangement with any person who is then, or has been within the preceding six (6) months, an employee of or consultant to CCN.

16. General Provisions

No failure or delay by either party in exercising any right or remedy in this Agreement and no course of conduct between the parties shall operate as a waiver of any such right or remedy; nor shall any single or partial exercise of any right or remedy or any abandonment or discontinuance of any step to enforce any such right or remedy preclude the enforcement of any other right or remedy in this Agreement.

Any non-routine notice to be delivered pursuant to the terms of this Agreement shall be in writing and shall be deemed to have been received only if delivered personally, sent by recognized overnight courier service or sent by United States Post Office certified mail, postage pre-paid, as follows:

If to CCN: Mark Mancini, President
College Central Network, Inc.
P.O. Box 153943
Irving, TX 75015

If to School: Sandy Morris, Career Development/CTE Student Success Center
Santa Ana College
1530 West 187th Street
Santa Ana, CA 92706

or to such other address for the delivery of such notices as has been provided by the parties in accordance with this same notice provision.

This Agreement shall be construed in accordance with and shall be governed by the laws of the State of New York applicable in the case of agreements to be performed entirely within the State of New York, exclusive of any choice of law principles the application of which would result in the application of the laws of a different jurisdiction. School expressly agrees to submit to the jurisdiction of the courts of the State of New York and that proper venue shall be had in New York County, New York regarding any and all disputes arising under this Agreement.

This Agreement, including the Exhibits hereto, contains the entire agreement of the parties with respect to the subject matter hereof, and no representations or understandings not set forth herein have been made or relied upon by either party. This Agreement may not be modified or altered except by a written instrument duly subscribed by all of the parties hereto.

When used in this Agreement, the singular shall include the plural.

Headings in this Agreement are for convenience of reference only and shall not be given any interpretive or substantive effect.

This Agreement may be signed in identical counterparts, each of which shall be deemed to be an original, and all of which, when taken together, shall constitute but one and the same document. Signatures made and transmitted by electronic means (e.g. by facsimile transmission or in pdf scanned format) shall be deemed original and effective signatures.

This Agreement is being signed and delivered by the duly authorized representative of the respective signatory indicated below.

AGREED TO AND ACCEPTED BY:

COLLEGE CENTRAL NETWORK, INC.

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

By: _____

By: _____

Print Name: _____

Print Name: Peter J. Hardash

Title: _____

Title: Vice Chancellor, Bus. Operations/Fiscal Srv

Date: _____

Date: _____

Schedule A — Additional Included Services and Modules

- The Multi-Campus feature, with such features available, as of the date of this Agreement, and all updates and upgrades thereto, as described in Section 3 hereafter. The Multi-Campus feature enables

to manage their students/alumni separately through the CAREER SERVICES CENTRAL ASP service by providing a filter to select only their respective students/alumni when utilizing the functions and reports within the product, while maintaining one centralized web gateway, school pages, bulletin board and event board for students, alumni, and employers.

- Notes Manager Module, with such features available, as of the date of this Agreement, and all updates and upgrades thereto, as described in Section 3 hereof. The Notes Manager Module manages student and alumni appointments and creates activity records.
- Mentoring Network Module, with such features available, as of the date of this Agreement, and all updates and upgrades thereto, as described in Section 3 hereof. The Mentoring Network Module enables alumni and other college contacts to participate in career-related roles with students and alumni.
- On-Campus Recruitment Module, with such features available, as of the date of this Agreement, and all updates and upgrades thereto, as described in Section 3 hereof. The On-Campus Recruitment Module enables career center to manage on-campus recruitment through an online system. Employers can post jobs and access through a unique interface to review candidates and interview schedules.
- Community Residents Access, with such features available, as of the date of this Agreement, and all updates and upgrades thereto, as described in Section 3 hereof. Community Residents Access allows jobseekers that reside in the vicinity of a college, but are not students or alumni, to register with a career center, search jobs, and submit resumes to posted positions. It also allows the career center to track community resident's progress in their search as well as generate usage reports.
- Secure Internship Access, with such features available, as of the date of this Agreement, and all updates and upgrades thereto, as described in Section 3 hereof. The Secure Internship Login enables career center to manage student access to internship positions.
- Secure Co-op Access, with such features available, as of the date of this Agreement, and all updates and upgrades thereto, as described in Section 3 hereof. The Secure Co-op Login enables career center to manage student access to Co-op positions.

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

To:	Board of Trustees	Date: February 27, 2017
Re:	Approval of Amendment No. 1 to Contract No. 105916 Professional Services Agreement for the Fire Technology Wellness Program with the City of Glendale	
Action:	Request for Approval	

BACKGROUND

The Fire Technology Wellness Program has worked with the City of Glendale in the past, providing wellness classes for the Glendale Fire Department. The City of Glendale has requested Amendment No. 1 to extend the current agreement for one additional year from March 1, 2017 through February 28, 2018.

ANALYSIS

The scope of work that is provided by the Fire Technology Wellness Program will continue as stated in the agreement. The Amendment No. 1 shall be in effect for one additional year unless terminated by written notice of either party. All other provisions and conditions of the agreement shall remain unchanged. The Agreement and Amendment No. 1 collectively generate revenue for Santa Ana College not to exceed \$17,000. Dean Simon B. Hoffman and college staff have reviewed this Amendment No. 1.

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment No. 1 to Contract No.105916 Professional Services Agreement for the Fire Technology Wellness Program with the City of Glendale in Glendale, California.

Fiscal Impact:	None	Board Date: February 27, 2017
Prepared by:	Carlos Lopez, Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

**AMENDMENT NO. 1
TO CONTRACT No.105916
PROFESSIONAL SERVICES AGREEMENT
WITH RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT on behalf of
SANTA ANA COLLEGE**

THIS AMENDMENT NO. 1 TO THE RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, on behalf of SANTA ANA COLLEGE PROFESSIONAL SERVICES AGREEMENT (hereinafter referred to as "Amendment No. 1") is made this 1st day of March, 2017, between the City of Glendale, a municipal corporation, (hereinafter referred to as "CITY"), and SANTA ANA COLLEGE, (hereinafter referred to as "CONSULTANT"), a Public Education Institution (collectively, "PARTIES" or individually, "PARTY")

RECITALS

1. On June 1, 2015, the Parties entered into Contract No.105916, a Professional Services Agreement ("the Agreement"), that the CONSULTANT furnish and perform professional services for the CITY, under the terms and conditions described in the Agreement. CONSULTANT has the legal authority to provide, engage in, and carry out the professional services set forth in the Agreement.
2. The Agreement will expire on February 28, 2017 as set forth in 2.0 Term of the Agreement. The CITY may renew the Agreement's term for one additional year. By this Amendment No. 1, CITY desires to retain CONSULTANT'S services and CONSULTANT desires to provide said services and renew the Agreement for one additional year.

AGREEMENT

- I. The Agreement is amended as follows:
 - A. This Amendment No. 1 shall be for a period of one year commencing March 01, 2017 and ending on February 28, 2018 unless it ends sooner according to the terms elsewhere in the Agreement.
 - B. Exhibit C to the Agreement is amended as follows:

\$104.00 per person (\$92.00 registration fee + \$12.00 material fee) for California resident and \$602.00 per person for non-residents.

Total Estimated Cost: based on 155 participants (CA residents) = \$16,120.00

TOTAL NOT TO EXCEED \$17,000
- II. All other provisions, terms, and conditions of the Agreement shall remain unchanged and shall continue in full force and effect.

WHEREFORE, the Parties have caused this Amendment No. 1 to be duly executed on the date set forth opposite their signature.

Executed at Glendale, California, on the day and year first written.

CITY OF GLENDALE

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

By: _____

Scott Ochoa
City Manager

By: _____

Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services

Date: _____

Date: _____

APPROVED AS TO FORM,

By: _____

Lucy Varpetian
Senior Assistant City Attorney

Date: _____

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

To:	Board of Trustees	Date: February 27, 2017
Re:	Approval of Fire Technology Agreement Renewal: State of California, Department of Parks and Recreation	
Action:	Request for Approval	

BACKGROUND

This is a standard renewal of an existing inter-agency fire instructional services agreement with the State of California, Department of Parks and Recreation.

ANALYSIS

This instructional agreement is administered in compliance with the guidelines issued by the State of California Community College Chancellors Office. This agreement shall be effective for a period of five (5) years or until termination by written notice of either party. The agreement has been reviewed by Dean Simon B. Hoffman and college staff. This agreement carries a cost of a maximum of \$100,000 per fiscal year.

RECOMMENDATION

It is recommended that the Board of Trustees approve this agreement renewal with the State of California, Department of Parks and Recreation in San Clemente, California.

Fiscal Impact:	\$100,000/fy	Board Date: February 27, 2017
Prepared by:	Carlos Lopez, Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodriguez, Ph.D., Chancellor, RSCCD	

AGREEMENT NUMBER C1646007
REGISTRATION NUMBER

1. This Agreement is entered into between the State Agency and Contractor named below:

STATE AGENCY'S NAME Department of Parks and Recreation
CONTRACTOR'S NAME Rancho Santiago Community College District

2. The term of this Agreement is: 9/12/2016 through 9/11/2021

3. The maximum amount of this Agreement is: \$ 100,000.00
One Hundred Thousand Dollars Even

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made part of the Agreement.

Exhibit A - Scope of Work	1 page(s)
Exhibit A Attachment 1 - Specifications	9 page(s)
Exhibit B - Budget Detail and Payment Provisions	1 page(s)
Exhibit B Attachment 1 - Cost Breakdown	1 page(s)
Exhibit C* - General Terms and Conditions	4 page(s)

Check mark one item below as Exhibit

- Exhibit - D Special Terms and Conditions (Attached hereto as part of this agreement) 2 page(s)
- Exhibit - D* Special Terms and Conditions

Exhibit E - Additional Provisions

Items shown with an Asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto. These documents can be viewed at <http://www.dgs.ca.gov/ols/Resources/StandardContractLanguage.aspx>

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR

CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.) Rancho Santiago Community College District	
BY (Authorized Signature) 	DATE SIGNED(Do not type)
PRINTED NAME AND TITLE OF PERSON SIGNING Peter J. Hardash, Vice Chancellor	
ADDRESS 2323 North Broadway Santa Ana, CA , 92706	

STATE OF CALIFORNIA

AGENCY NAME Department of Parks and Recreation	
BY (Authorized Signature) 	DATE SIGNED(Do not type)
PRINTED NAME AND TITLE OF PERSON SIGNING Kristal C. Simpson, SSM III, Business Management Services	
ADDRESS PO Box 942896 Sacramento, CA 94296-0001	

California Department of General Services Use Only

Exempt per:

**EXHIBIT A
(Standard Agreement)**

SCOPE OF WORK

1. Contractor agrees to provide to the Department of Parks and Recreation (DPR) _____ services as described herein:

This Public Entity agreement is entered into by the Department of Parks and Recreation ("DPR") and Rancho Santiago Community College District ("District"). DPR's Lifeguard Training Program will be accredited for vocational training through the District. See specifications marked Exhibit A Attachment 1.

DPR will provide personnel, expertise, and equipment necessary to provide special services of public interest, convenience, and general welfare. In turn, District shall pay DPR according to set rates as established in Exhibit B Attachment 1.

Each training period begins December 1st and continues until November 30th of the following year.

This agreement may be amended with mutual consent of both parties.

2. The services shall be performed at:

- Bolsa Chica State Beach: 17851 Pacific Coast Hwy, Huntington Beach, CA, 92646
- Huntington State Beach: 21601 Pacific Coast Hwy, Huntington Beach, CA, 92646
- Crystal Cove State Park: 8471 Pacific Coast Hwy, Laguna Beach, 92651

3. The services shall be provided during:

Regular business hours under the direction of the State Representative

4. The project representatives during the term of this Agreement will be:

State Agency:	Department of Parks and Recreation	Contractor:	Rancho Santiago Community College District
Section/Unit:	Bolsa Chica Lifeguards	Section/Unit:	Assist Dean of Human Services & Tech, Santa Ana College
Attention:	Ryan Gates	Attention:	Donald E. Mahany
Address:	17851 Pacific Coast Hwy	Address:	1530 W. 17th St
City/State/Zip Code:	Huntington Beach, CA 92646	City/State/Zip Code:	Santa Ana, CA 92706
Phone:	714-293-0923	Phone:	714-564-6402
Fax:		Fax:	
E-mail Address:	Ryan.Gates@parks.ca.gov	E-mail Address:	Mahany_Donald@sac.edu

STANDARD INTER-AGENCY INSTRUCTIONAL SERVICES AGREEMENT

With:

THIS AGREEMENT is entered into by and between the **Rancho Santiago Community College District**, 2323 North Broadway, Santa Ana, California 92706 (District) and the **State of California, Department of Parks and Recreation**, 3030 Avenida Del Presidente, San Clemente, California, 92672 (Agency). A board resolution, when applicable, must be requested from a local public entity to authorize the inception and execution of an agreement.

RECITALS

WHEREAS, under Government Code Section 53060 and Education Code Section 78021, the Rancho Santiago Community College District desires to contract with Agency as an independent contractor to the District; and

WHEREAS, Agency has the personnel, expertise and equipment to provide the special services required herein, and

WHEREAS, the public's interest, convenience and general welfare will be served by this contract;

NOW THEREFORE, Agency and District agree as follows:

PROVISIONS OF THE AGREEMENT

A. AGENCY'S RESPONSIBILITIES:

1. **Services**. Agency's responsibility shall be to diligently furnish to the District the services and materials as set forth in Attachment A, hereby incorporated in this Agreement by this reference.

2. **Student Attendance Records.** Records of student attendance and achievement will be maintained by Agency. Records will be open for review at all times by officials of the District and submitted on a schedule developed by the District.

3. **Non-Discrimination.** Agency agrees that it will not engage in unlawful discrimination of persons because of race, color, religious creed, national origin, ancestry, physical handicap, medical condition, marital status, or age, or sex of such person.

4. **Applicable Law.** Agency agrees to comply with all federal, state, and local laws, rules regulations, and ordinances that are now or may in the future become applicable to Agency, Agency's business, equipment, and personnel engaged in operations covered by this agreement or occurring out of the performance of such operations.

B. DISTRICT'S RESPONSIBILITIES

1. **Educational Program.** District is responsible for the educational program that will be conducted on site.

2. **Supervise and Control Instruction.** The instruction to be claimed for apportionment under this contract shall be under the immediate supervision and control of a District employee (Title 5, Section 58058) who has met the minimum qualifications for instruction in a vocational subject in a California community college.

3. **Instructor Who Is Not a District Employee - District's Responsibilities.** Where Agency's instructor is not a paid employee of the District, the District shall have a written agreement with each such instructor who is conducting instruction for which Full time Equivalency Students (FTES) are to be reported. The agreement shall state that the District has the primary right to control and direct the instructional activities of Agency's instructor.
4. **Qualifications of Instructors.** District shall list the minimum qualifications for instructors teaching these courses. Such qualifications shall be consistent with requirements specified by the District.
5. **District's Control of and Direction for Instructors.** District shall provide instructors with an orientation, instructors manual, course outlines, curriculum materials, testing and grading procedures, and any of the other necessary materials and services that it would provide to its hourly instructors on campus.
6. **Courses of Instruction.** These are specified in Attachment A to this Agreement. It is the District's responsibility to ensure that the course outline of records are approved by the District's curriculum committee pursuant to Title 5 course standards, and that the courses have been approved by the District's board of trustees.
7. **Different Section of Courses.** District shall have procedures to ensure that faculty teaching different sections of the same course teach in a manner consistent with the approved outline of record for that course. Such procedures apply to the faculty and courses that are the subject of this contract, and the students shall be held to a comparable level of rigor.

8. **Enrollment.** District will advise Agency of the enrollment period, student enrollment fees, the number of class hours sufficient to meet the stated performance objectives, policy regarding the supervision and evaluation of students, and the procedure applicable to the withdrawal of students prior to completion of a course or program.

9. **Obtaining Approval of Degree and Certificate Programs Is District's Responsibility.** It is required that degree and certificate programs have been approved by the State Chancellor's Office and courses that make up the programs must be part of the approved programs, or District must have received delegate authority to separately approve those courses locally.

10. **Classes Held Outside of District.** If the classes are to be located outside the boundaries of the District, the District must comply with the requirements of title 5, Sections 55230-55232, concerning approval by adjoining high school or community college districts and use of non-District facilities.

11. **Funding Source.** District shall certify that it does not receive full compensation for the direct education costs of the course from any public or private agency, individual, or group.

12. **Certification.** District is responsible for obtaining certification verifying that the instruction activity to be conducted will not be fully funded by other sources. (Title 5, Section 58051.5)

C. FEE

1. **Agency Fee and Expenses.** The fee to be paid by District for the services and materials to be supplied hereunder is: Three dollars and fifty cents (\$3.50), per student contact hour, not to exceed 28,571 student contract hours or \$100,000 per fiscal year. Annual limits shall not be exceeded without the expressed permission from either the Dean of Human Services & Technology Division or the Assistant Dean of Fire Technology.

2. **Invoices.** The Agency shall invoice the District at the conclusion of each course, supplying mutually acceptable documentation of student contact hours for each course.

D. TERMS AND CONDITIONS

1. **Facilities.** Agency and District agree that the course shall be held at facilities that are clearly identified as being open to the general public. (Title 5, Section 58051.5)

2. **Open Enrollment.** District and Agency agree that enrollment in the course must be open to any person who has been admitted to the college and has met any applicable prerequisites. (Title 5, Sections 51006 and 59106) The District's policy on open enrollment is published in the college catalogue and schedule of classes (Title 5, Section 51006), along with a description of the course and information about whether the course is offered for credit and is transferable. (Title 5, Section 55005)

3. **Support Services for Students.** Both Agency and District shall ensure that ancillary and support services are provided for the students (e.g. Counseling and Guidance, and Placement Assistance).

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

5. **Term.** This Agreement shall be in effect for the period of five (5) years, **September 12, 2016** through **September 11, 2021** , unless earlier terminated by either party in the manner set forth herein. This Agreement may be extended for one (1) additional year by mutual agreement between the parties no later than one month prior to the anniversary date of the Agreement. Either party may cancel or terminate this Agreement without cause upon thirty (30) days prior written notice given by either party.

6. **Termination for Cause.** The District may terminate this Agreement and be relieved of any consideration to Agency should Agency fail to perform the covenants herein at the time and in the manner provided. In the event of such termination, the District may proceed with the work in any manner deemed proper by the District. The cost to the District shall be deducted from any sum due the Agency under this Agreement, and the balance, if any, shall be paid by the Agency.

7. **Assignment.** This Agreement shall not be assigned by Agency either in whole or in part. Any such purported assignment voids this Agreement.

8. **Notices.** All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

If to District:

Rancho Santiago Community College District
ATTN: Vice Chancellor, Business Operations and Fiscal Services
2323 North Broadway
Santa Ana, California 92706

If submitting an invoice, insert: "Attn: Accounts Payable"

If to Agency:

State of California, Department of Parks and Recreation
ATTN: Contracts Analyst & Concessions Manager
3030 Avenida Del Presidente
San Clemente, California 92672

9. **Time Is of the Essence.** Time is of the essence for each of the provisions of this Agreement, and all the provisions of this Agreement, shall extend to and be binding upon the heirs, executors, administrators, successors, and assigns of the respective parties hereto.

10. **Modifications.** No modifications or variations of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreements not incorporated herein shall be binding on any of the parties hereto.

11. **Insurance.** Each Party to this Agreement shall insure or self-insure its activities in connection with this Agreement and obtain, keep in force and maintain during the term hereof insurance or self-insurance insuring against the peril of bodily injury, personal injury, property damage and including a contractual liability endorsement with a limit of liability at least one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) in the aggregate; California Workers' Compensation Insurance on their employees performing any services under this Agreement; and, such other insurance in such amounts which from time to time may be reasonably required by the mutual consent of the parties against other insurable risks relating to performance. Certificates of insurance, or other satisfactory documentation, evidencing that the insurance coverage specified herein is in full force and effect throughout the term of this Agreement may be requested by either party.

12. **Equal Employment Opportunity Clause.** The parties to this contract agree to promote equal employment opportunities through its policies and regulations. This means that both parties will not discriminate, nor tolerate

discrimination, against any applicant or employee because of race, color, religion, gender, sexual orientation, national origin, age, disabled, or veteran status. Additionally, the parties will provide an environment that is free from sexual harassment, as well as harassment and intimidation on account of an individual's race, color, religion, gender, sexual orientation, national origin, age, disability, or veteran status.

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

Agency: **STATE OF CALIFORNIA
DEPARTMENT OF PARKS
AND RECREATION**

District: **RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT**

State of California, Department
of Parks and Recreation
PO Box 942896
Sacramento, CA 94296-0001

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

By: _____

By: _____

Name: **Kristal C. Simpson**
Title: **Staff Services Manager III
Business Management Services**

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

Date: _____

Date: _____

**EXHIBIT B
(Standard Agreement)**

BUDGET DETAIL AND PAYMENT PROVISIONS

1. Invoicing and Payment

- A. For services satisfactorily rendered, and upon receipt and approval of the invoices, the State agrees to compensate the Contractor for actual expenditures incurred in accordance with the rates specified in Cost Breakdown, marked Exhibit B, Attachment 1, which is attached hereto and made a part of this Agreement.
- B. Invoices shall include the Agreement Number and shall be submitted in triplicate not more frequently than monthly in arrears to:

Department of Parks and Recreation
Orange Coast District
Attn: Contract Services
3030 Avenida Del Presidente
San Clemente, CA 92672

2. Budget Contingency Clause

- A. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
- B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Contractor to reflect the reduced amount.

3. Prompt Payment Clause

Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927.

4. Timely Submission of Final Invoice

- A. A final undisputed invoice shall be submitted for payment no more than ninety (90) calendar days following expiration or termination date of this Agreement, unless a later or alternate deadline is agreed to in writing by the project representative. Said invoice should be clearly marked "Final Invoice," thus indicating that all payment obligations of the State under this Agreement have ceased and that no further payments are due or outstanding.
- B. The State may, at its discretion, choose not to honor any delinquent final invoice if the Contractor fails to obtain prior written State approval of an alternate final invoice submission deadline. Written State approval shall be sought from the project representative prior to the expiration or termination date of this Agreement.

EXHIBIT B ATTACHMENT 1
COST BREAKDOWN

DESCRIPTION OF SERVICE	FEE FREQUENCY	UNIT IN HOURS	DEDUCTION PER UNIT	TOTAL FEES PER UNIT
Instructional Services	\$3.50 / Hour	1 Instructional Lab Unit = 48 Hours; 1 Instructional Lecture Unit = 16 Hours.	Deduct State Tuition (\$46) per Unit	Lab Unit = (\$3.50 x 48) - \$46; Lecture Unit = (\$3.50 x 16) - \$46.

GTC 610

EXHIBIT C

GENERAL TERMS AND CONDITIONS

1. **APPROVAL**: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. Contractor may not commence performance until such approval has been obtained.
2. **AMENDMENT**: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
3. **ASSIGNMENT**: This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.
4. **AUDIT**: Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).
5. **INDEMNIFICATION**: Contractor agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement.
6. **DISPUTES**: Contractor shall continue with the responsibilities under this Agreement during any dispute.
7. **TERMINATION FOR CAUSE**: The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.

8. **INDEPENDENT CONTRACTOR**: Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.

9. **RECYCLING CERTIFICATION**: The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post consumer material as defined in the Public Contract Code Section 12200, in products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the requirements of Public Contract Code Section 12209. With respect to printer or duplication cartridges that comply with the requirements of Section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply (Pub. Contract Code §12205).

10. **NON-DISCRIMINATION CLAUSE**: During the performance of this Agreement, Contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

11. **CERTIFICATION CLAUSES**: The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 307 are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.

12. **TIMELINESS**: Time is of the essence in this Agreement.

13. **COMPENSATION**: The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.

14. **GOVERNING LAW**: This contract is governed by and shall be interpreted in accordance with the laws of the State of California.

15. ANTITRUST CLAIMS: The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.

a. The Government Code Chapter on Antitrust claims contains the following definitions:

1) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.

2) "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.

b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.

c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.

d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

16. CHILD SUPPORT COMPLIANCE ACT: For any Agreement in excess of \$100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:

a. The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

b. The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

17. UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

18. PRIORITY HIRING CONSIDERATIONS: If this Contract includes services in excess of \$200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Contract to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.

19. SMALL BUSINESS PARTICIPATION AND DVBE PARTICIPATION REPORTING REQUIREMENTS:

a. If for this Contract Contractor made a commitment to achieve small business participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) report to the awarding department the actual percentage of small business participation that was achieved. (Govt. Code § 14841.)

b. If for this Contract Contractor made a commitment to achieve disabled veteran business enterprise (DVBE) participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) certify in a report to the awarding department: (1) the total amount the prime Contractor received under the Contract; (2) the name and address of the DVBE(s) that participated in the performance of the Contract; (3) the amount each DVBE received from the prime Contractor; (4) that all payments under the Contract have been made to the DVBE; and (5) the actual percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (Mil. & Vets. Code § 999.5(d); Govt. Code § 14841.)

20. LOSS LEADER:

If this contract involves the furnishing of equipment, materials, or supplies then the following statement is incorporated: It is unlawful for any person engaged in business within this state to sell or use any article or product as a "loss leader" as defined in Section 17030 of the Business and Professions Code. (PCC 10344(e).)

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**EXHIBIT D — PUBLIC ENTITY
(Standard Agreement)****SPECIAL TERMS AND CONDITIONS****1. Disputes**

Unless otherwise provided in this agreement, any dispute concerning a question of fact arising under this agreement which cannot be resolved informally shall be decided by the following two-step procedures.

Contractor must provide written notice of the particulars of such disputes to the Project Manager or his/her duly appointed representative. The Project Manager must respond in writing within ten (10) working days of receipt of the written notice of dispute. Should Contractor disagree with the Project Manager's decision, Contractor may appeal to the second level. Pending the decision on appeal, Contractor shall proceed diligently with the performance of this agreement in accordance with the Project Manager's decision. The second level appeal must indicate why the Project Manager's decision is unacceptable, attaching to it Contractor's original statement of the dispute with supporting documents, along with a copy of the Project Manager's response. The second level appeal shall be sent to the Deputy Director of Administrative Services or his/her duly appointed representative. The second level appeal must be filed within fifteen (15) working days of receipt of the Project Manager's decision. Failure to submit an appeal within the period specified shall constitute a waiver of all such right to an adjustment of this agreement. The Deputy Director or designee shall meet with Contractor to review the issues raised. A written decision signed by the Deputy Director or designee shall be returned to Contractor within fifteen (15) working days of the receipt of the appeal.

2. Termination for Convenience

Both the District and DPR reserves the right to terminate this agreement subject to 30 days written notice.

3. Force Majeure

Except for defaults of subcontractors, neither party shall be responsible for delays or failures in performance resulting from acts beyond the control of the offending party. Such acts shall include but shall not be limited to acts of God, fire, flood, earthquake, other natural disaster, nuclear accident, strike, lockout, riot, freight embargo, public regulated utility, or governmental statutes or regulations superimposed after the fact. If a delay or failure in performance by Contractor arises out of a default of its subcontractor, and if such default of its subcontractor, arises out of causes beyond the control of both Contractor and subcontractor, and without the fault or negligence of either of them, Contractor shall not be liable for damages of such delay or failure, unless the supplies or services to be furnished by subcontractor were obtainable from other sources in sufficient time to permit Contractor to meet the required performance schedule.

4. Forced, Convict, and Indentured Labor

No foreign-made equipment, materials, or supplies furnished to State pursuant to this agreement may be produced in whole or in part by forced labor, convict labor, or indentured labor. By submitting a bid to State or accepting a purchase order, Contractor agrees to comply with this provision of this agreement.

**EXHIBIT D — PUBLIC ENTITY
(Standard Agreement)**

Rancho Santiago Community

Contractor's Name: College District

Agreement Number: C1646007

Page: 2 of 2

5. Potential Subcontractors

Both parties agree no subcontractors will be used for these Services.

6. Priority Hiring Considerations for Contracts with a Value of \$200,000

If the resulting agreement will have a total value of \$200,000 or more, Contractor is hereby advised that it will be obligated to give priority consideration in filling vacancies in positions funded by the resulting agreement to qualified recipients of aid under Welfare and Institutions Code Section 11200. This requirement shall not interfere with or require a violation of a collective bargaining agreement, a federal affirmative action obligation for hiring disabled veterans of the Vietnam era, or nondiscrimination compliance laws of California and does not require the employment of unqualified recipients of aid.

7. Intellectual Property

~~Any works developed during and/or pursuant to this agreement by Contractor, including all related copyrights and other proprietary rights therein, as may now exist and/or which hereafter come into existence, shall belong to State upon creation, and shall continue in State's exclusive ownership upon termination of this agreement. Contractor further intends and agrees to assign to State all right, title and interest in and to such materials as well as all related copyrights and other proprietary rights therein.~~

~~Contractor agrees to cooperate with State and to execute any document or documents that may be found to be necessary to give the foregoing provisions full force and effect, including but not limited to, an assignment of copyright.~~

~~Contractor agrees not to incorporate into or make the works developed, dependent upon any original works of authorship or Intellectual Property Rights of third parties without first (a) obtaining State's prior written permission, and (b) granting to or obtaining for State a nonexclusive, royalty free, paid up, irrevocable, perpetual, world-wide license, to use, reproduce, sell, modify, publicly and privately display and distribute, for any purpose whatsoever, any such prior works.~~

8. Contractor's Duties, Obligations and Rights

Contractor is hereby apprised that California Public Contract Code Section 10335 through 10381 are applicable relative to Contractor's duties, obligations, and rights in performing the agreement.

CCC-307

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i>		<i>Federal ID Number</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>		
<i>Date Executed</i>	<i>Executed in the County of</i>	

CONTRACTOR CERTIFICATION CLAUSES

1. **STATEMENT OF COMPLIANCE:** Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. **DRUG-FREE WORKPLACE REQUIREMENTS:** Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

SAC-17-006

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lessor of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations, or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts over \$100,000 executed or amended after January 1, 2007, the contractor certifies that contractor is in compliance with Public Contract Code section 10295.3.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. **CONFLICT OF INTEREST**: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

- 1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- 2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

- 1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
- 2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. **LABOR CODE/WORKERS' COMPENSATION**: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. **AMERICANS WITH DISABILITIES ACT**: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. **CONTRACTOR NAME CHANGE**: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. **CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA**:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. **RESOLUTION**: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. **AIR OR WATER POLLUTION VIOLATION**: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. **PAYEE DATA RECORD FORM STD. 204**: This form must be completed by all contractors that are not another state agency or other governmental entity.

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No. 4.14

This item was deleted from the agenda.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**SANTIAGO CANYON COLLEGE – ORANGE EDUCATION CENTER**

To: Board of Trustees	Date: February 27, 2017
Re: Approval of Instructional Services Agreement with Orange Unified School District	
Action: Request for Approval	

BACKGROUND

The Orange Unified School District (OUSD) is requesting to enter into an Instructional Services Agreement with the Santiago Canyon College - Orange Education Center (SCC-OEC). Attached is the Instructional Service Agreement (SCC Contract # SCC 17-0227A) that describes the roles and responsibilities of SCC-OEC and OUSD. The agreement is for the period of March 10, 2017 through June 30, 2018.

ANALYSIS

Through this Instructional Services Agreement, SCC-OEC will provide noncredit courses that lead toward an adult high school diploma to adults at OUSD's Alternative Education Site in Orange, CA. OUSD will provide staff and classrooms at their location. RSCCD will collect State apportionment for these classes and reimburse OUSD \$2.38 per student attendance hour.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Instructional Services Agreement with OUSD to authorize SCC-OEC to provide noncredit courses that lead toward an adult high school diploma to adults for the period of March 10, 2017 through June 30, 2018 as presented.

Fiscal Impact: Apportionment	Board Date: February 27, 2017
Prepared by: Jose Vargas, Vice President, Continuing Education, Santiago Canyon College	
Submitted by: John Hernandez, Ph.D., Interim President	
Recommended by: Raúl Rodriguez, Ph.D., Chancellor	

INSTRUCTIONAL SERVICES AGREEMENT

BETWEEN THE

ORANGE UNIFIED SCHOOL DISTRICT

AND THE

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is entered into this First day of March 10, 2017, which date is enumerated for purposes of reference only, by and between the RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "RSCCD," and the ORANGE UNIFIED SCHOOL DISTRICT, hereinafter referred to as "OUSD."

WITNESSETH:

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

WHEREAS, "contract education" is defined to mean those situations in which a community college district contracts with a public or private entity for the purposes of providing instruction or services or both by the community college; and

WHEREAS, RSCCD wishes to offer noncredit courses in certain facilities provided by the OUSD; and

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

WHEREAS, OUSD represents that it is a California public school district serving student in grades K-12 and adult within the RSCCD service area; and

WHEREAS, through this Agreement with OUSD, RSCCD intends to provide educational programs for the benefit of eligible students of the RSCCD at various facilities, including OUSD's Alternative Education Site, 250 S. Yorba Street, Orange, CA 92867; and

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

WHEREAS, OUSD operates in physical facilities that meet requirements of State and local Health and Safety regulations and are adequate and suitable for the courses offered and the number of students in attendance; and

WHEREAS, OUSD maintains current and accurate student attendance and progress records, and OUSD consents to inspection of these records by authorized representatives of RSCCD, the California Community College Board of Governors, and other regulatory and administrative agencies;

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

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A. RECITALS:

All the above recitals are true and correct.

B. TERM:

The term of this Agreement shall be for sixteen months, commencing March 10, 2017 and terminating June 30, 2018, unless earlier terminated by either party in the manner set forth herein.

C. OPTIONAL TERMINATION:

OUSD or RSCCD may terminate this Agreement, without cause, at the end of any semester or summer session, upon thirty days written notice to the other party.

D. RESPONSIBILITIES OF RSCCD:

1. RSCCD shall provide instruction and training to eligible students of the RSCCD at various facilities designated by OUSD, including OUSD's Alternative Education Site, 250 S. Yorba Street, Orange, CA 92867. RSCCD is responsible for the education programs conducted at these facility sites.
2. RSCCD shall provide classes that lead toward the attainment of an adult high school diploma. The courses of instruction under this agreement are listed in the annual Santiago Canyon College Catalog and as an attachment to this agreement (Attachment A). The total number of student attendance hours under this agreement shall not exceed 4,800 per fiscal year.
3. The curriculum shall be as described in the RSCCD's Catalog and the program and course outlines on file in the Instruction Office as approved by the Curriculum Council, the Chancellor, the Board of Trustees of RSCCD, and the Chancellor's Office of the California Community Colleges.
4. RSCCD shall use selected OUSD staff as instructors to provide the instruction and training covered in this Agreement. In order to meet the California Code of Regulations, Title 5, requirement, that students be under the immediate supervision of an "employee" of RSCCD, RSCCD will invoke the provision of Title 5, Section 58058(b).

Accordingly, OUSD staff that is used, as instructors will be required to enter into written individual instructor service agreements with RSCCD regarding their responsibilities for delivering the curriculum called for in this Agreement.

RSCCD shall have the primary right to control and direct instructional activities of the instructor while instructor is conducting a class, or classes, given through an instructional service agreement between RSCCD and OUSD.

5. Instruction to be claimed for apportionment by RSCCD under this Agreement shall be under the immediate supervision and control of an employee of the RSCCD (Title 5, Section 58058) who has met the minimum qualifications for instruction in a noncredit subject in a California community college.
6. RSCCD's minimum qualifications for instructors teaching under this agreement are consistent with requirements in other similar courses offered within the RSCCD.
7. RSCCD shall demonstrate control and direction of the instructional courses offered under this agreement through such appropriate actions as providing the instructors with an orientation, instructor's manual, course outline, curriculum material, testing and grading procedures, and any other materials and services it would provide to its hourly instructors on campus.
8. RSCCD has specified the courses of instruction within this Agreement (Attachment A), and the outlines of record for such courses have been approved by the college's curriculum committee as meeting Title 5 course standards, and the RSCCD's board of trustees has approved the courses.
9. RSCCD shall use procedures to assure that faculty teaching different sections of the same course teach in a manner consistent with the approved outline of record for that course. RSCCD shall assure that the courses offered through this agreement, and the faculty and the students, are held to a level of rigor comparable to that of the other sections of noncredit education courses offered within the RSCCD.
10. RSCCD shall claim state apportionment for student attendance generated in classes covered by this Agreement. OUSD shall not claim state apportionment for the same student attendance hours claimed by RSCCD.

11. RSCCD shall reimburse OUSD for use of staff and facilities, in accordance with the terms stated in Section G, "PAYMENT."
12. RSCCD shall provide the normal administrative functions, including admissions, counseling, registration, and achievement records comparable to those maintained for any student of RSCCD.

E. RESPONSIBILITIES OF OUSD:

1. OUSD shall provide staff and facilities for RSCCD to utilize in the operation of its instructional programs for eligible students of the RSCCD.
2. OUSD staff who are used as instructors under this Agreement will be appropriately credentialed to teach the subject areas covered by this Agreement.
3. Pursuant to California Code of Regulations, Title 5, Section 58058(b), OUSD staff used as instructors under this Agreement will enter into individual agreements with RSCCD regarding their responsibilities as instructors for RSCCD, specifically for delivery of the curriculum covered by this Agreement. All instructor agreements will be kept on file by RSCCD.
4. RSCCD shall not be obligated to make any payment to OUSD staff for services under the terms of this Agreement. Any and all salaries and benefits payable or owing to OUSD staff who are used as instructors under the terms of this Agreement are the sole responsibility and liability of OUSD.
5. OUSD shall not be reimbursed for more than the total hours called for in the curriculum in any one subject area for any one student.
6. OUSD shall provide all necessary instructional supplies and equipment for the students covered by the Agreement. All material and equipment supplied by OUSD shall remain the property of OUSD and shall not be removed from the premises without permission of OUSD.
7. OUSD shall not charge students receiving instruction and training under this Agreement additional cost for tuition.
8. OUSD will provide those administrative functions essential for the operation of facilities, at its own expense, where the instructional programs under this agreement take place.

9. OUSD shall be in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Higher Education Act of 1972, Section 504 of the Rehabilitation Act of 1973, the U.S. Presidential Executive Order 11246, and subsequent amendments (if applicable) and the intent of the Board of Governors of the California Community Colleges affirmative action resolution adopted April 12, 1973, and all applicable local, state, and federal health and safety regulations.
10. OUSD courses shall be held at facilities that are clearly identified as being open to the general public. Enrollment in the courses is open to any person who has been admitted to the college and has met any applicable prerequisites.
11. OUSD shall retain records of enrollees' attendance for at least five (5) years and shall, upon request, make them available for review by RSCCD, the Office of Private Postsecondary Education, and the Chancellor's Office of the California Community Colleges.

F. RESPONSIBILITIES OF RSCCD AND OUSD:

1. RSCCD and OUSD will make available as appropriate support services such as counseling, guidance and placement assistance for the students.
2. RSCCD and OUSD will supervise students and evaluate student progress.
3. RSCCD and OUSD will determine the withdrawal procedures and documentation applicable to students who seek to withdraw prior to completion of a course.
4. Procedures, Terms, and Conditions. The enrollment period for instructional programs under this agreement is determined by RSCCD and is unique to this program. The students do not pay enrollment fees for the education courses under this agreement. The RSCCD determines the number of class hours sufficient to meet the stated performance objectives.

G. PAYMENT:

1. RSCCD shall reimburse OUSD for the use of staff and facilities at the rate of \$2.38 per student attendance hour, up to a maximum of 4,800 hours (\$11,424) per fiscal year. The hours claimed under this Agreement must be certified to RSCCD for actual attendance during the preceding month for all properly enrolled students. Such payment is

considered full payment to cover all of OUSD's contract cost of operating the instructional programs covered by this Agreement.

2. OUSD shall submit certified statements and billing monthly to:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College

Orange Education Center

1465 N. Batavia Street

Orange, CA 92867

ATTENTION: Vice President, Continuing Education

3. OUSD billing shall include evidence of positive attendance in accordance with State regulations. At the end of each month, RSCCD will send the total attendance hours posted for the month to OUSD's designee for reconciliation and confirmation/certification so that an invoice can be generated. All billings shall include the total number of actual student attendance hours.
4. RSCCD shall reimburse OUSD within twenty (20) days after receipt of billing.

H. NOTICES:

1. Except for the notices provided for in Subsection 2 of this Section, all notices authorized or required by this Agreement shall be effective when written and deposited in the United States Mail, first class postage prepaid and addressed as follows:

RSCCD:

Santiago Canyon College

Rancho Santiago Community College District

2323 North Broadway

Santa Ana, CA 92706-1640

Attention: Vice President, Continuing Education

OUSD:

Orange Unified School District

1401 N. Handy Street

Orange, CA 92867

(714) 628-4000

Attention: Kerrie Torres, Executive Director, Secondary Education

2. Termination notices shall be effective when written and deposited in the United States mail, certified, return receipt requested and addressed as above.

I. STATUS OF OUSD AND RSCCD:

OUSD is, and shall at all times be deemed to be an independent contractor.

Nothing herein contained shall be construed as creating the relationship of employer and employee, or principal and agent, between RSCCD and OUSD, or any of OUSD's agents or employees. OUSD, its agents and employees shall not be entitled to any rights or privileges of RSCCD employees and shall not be considered in any manner to be RSCCD employees.

RSCCD is, and shall at all times be deemed to be an independent contractor. Nothing herein contained shall be construed as creating the relationship of employer and employee, or principal and agent, between OUSD and RSCCD, or any of RSCCD's agents or employees. RSCCD, its agents and employees, shall not be entitled to any rights or privileges of OUSD employees and shall not be considered in any manner to be OUSD employees.

J. ALTERATION OF TERMS:

This Agreement fully expresses all understanding of RSCCD and OUSD, with respect to the subject matter of this Agreement and shall constitute the total Agreement between the parties for these purposes. No addition to, or alteration of the terms of this Agreement shall be valid unless made in writing, formally approved and executed by duly authorized agents of both parties.

K. CERTIFICATION BY RSCCD:

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

L. CERTIFICATION BY OUSD:

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

M. INSURANCE:

1. OUSD shall obtain and maintain insurance, at the expense of OUSD, all workers' compensation insurance required by law for its employees in the operation of this program.
2. OUSD shall maintain during the entire term of this Agreement insurance for general liability in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) each occurrence and THREE MILLION DOLLARS (\$3,000,000) aggregate. Said coverage shall expressly name Rancho Santiago Community College District, its officers, agents, and employees, as Additional Insured. OUSD shall provide to RSCCD a certificate of insurance and the Additional Insured Endorsement covering the contract period and stating the required coverage.
 - a. This coverage shall not be canceled or coverage reduced until notice has been mailed to RSCCD stating the date of cancellation or reduction. Coverage shall not be canceled until 30 days have passed from date of receipt of such notice.
 - b. Such coverage as provided shall be primary and any coverage carried by RSCCD shall be excess and non-contributory.

N. INDEMNIFICATION:

RSCCD shall indemnify and hold OUSD, its officers, agents, employees, and independent contractors free and harmless from any claim or liability whatsoever, based or asserted upon any act or omission of RSCCD, its officers, agents, employees, subcontractors and independent contractors related to this Agreement, for property damage, bodily injury or death, or any other element of damage of any kind or nature, and RSCCD shall defend, at its expense, including attorney fees, OUSD, its officers, agents, employees, and independent contractors in any legal action or claim of any kind based upon such alleged acts or omissions.

OUSD shall indemnify and hold RSCCD, its officers, agents, employees, and independent contractors, free and harmless from any claim or liability whatsoever, based or asserted upon any act or omission of OUSD, its officers, agents, employees, subcontracts, and independent contractors related to this Agreement, for property damage, bodily injury or death, or any other element of damage of any kind or nature, and OUSD shall defend, at its expense, including attorney fees, RSCCD, its officers, agents, employees, and independent contractors in any legal action or claim of any kind based upon such alleged acts or omissions.

IN WITNESS WHEREOF, the parties have executed the AGREEMENT to provide education classes to eligible students of the RSCCD.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Signature:

Date:

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

ORANGE UNIFIED SCHOOL DISTRICT

Signature:

Date:

Claudio (Joe) Sorrera
Assistant Superintendent/CBO Business Svcs.
Orange Unified School District
1401 N. Handy Street
Orange, CA 92867
(714) 628-4000

Attachment A

COURSES OF INSTRUCTION

Course #	Course Title	Hours
HSENG 083	Composition 1	72
HSENG 084	Composition 2	72
HSENG 085	Composition 3	72
HSENG 020	Literature Brought to Life	72
HSENG 052	English Language Arts 1	72
HSENG 053	English Language Arts 2	72
HSENG 066	English Fundamentals 2	72
HSENG 067	English Fundamentals 3	72
HSENG 068	English Fundamentals 4	72
HSENG 070	The Short Story	72
HSENG 072	Poetry	72
HSENG 076	The Novel	72
HSENG 098	Building Vocabulary 3	72
HSRDG 089	Reading Proficiency Development	72
HSRDG 090	Reading Improvement	72
HSRDG 093	Building Reading Skills 1	72
HSRDG 094	Building Reading Skills 2	72
HSSCI 168	Life Science 1	72
HSSCI 169	Life Science 2	72
HSSCI 193	Basic Science 2	72
HSSCI 190	Physical Science 1	72
HSSCI 191	Physical Science 2	72
HSSCI 192	Basic Science 1	72
HSSOC 218	US History 1: Colonization to Industrialization	72
HSSOC 219	US History 2: The Shaping of Modern America	72
HSSOC 215	Introduction to Economics	72

Course #	Course Title	Hours
HSSOC 222	Government 1: United States Federal Government and Politics	72
HSSOC 229	World History, Geography, and Culture 1	72
HSSOC 230	World History, Geography, and Culture 2	72
HSSOC 216	World Cultures 1A	72
HSSOC 217	World Cultures 1B	72
HSART 020	Literature Brought to Life	72
HSART 070	Short Stories	72
HSART 828	Understanding American Through Art	72
HSART 837	The Film as Art	72
HSMTH 156	Essential Mathematics 1	72
HSMTH 157	Essential Mathematics 2	72
HSMTH 159	Math Fundamentals 2	72
HSMTH 163	Algebra 1A	72
HSMTH 164	Algebra 1B	72
HSMTH 165	Algebra 2A	72
HSMTH 166	Algebra 2B	72
HSMTH 167	Geometry A	72
HSMTH 168	Geometry B	72
ABE 023	Adult Basic Education Reading	72
ABE 024	Adult Basic Education Writing	72
ABE 025	Adult Basic Education Mathematics	72
ABE 026	Adult Basic Education Spelling	72
HSOTH 050	Basics of Leadership Part 1	72
HSOTH 202	Basics of Leadership Part 2	72
HSS 338	Workforce Preparation	15
HSS 770	Orientation to College	8

Checks Written for Period 01/25/17 Thru 02/14/17

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64672	General Fund Unrestricted	0.00	22,023.00	-22,023.00	92*0481257	92*0481257
64709	General Fund Unrestricted	101,180.36	0.00	101,180.36	92*0481739	92*0481770
64710	General Fund Unrestricted	51,681.32	0.00	51,681.32	92*0481771	92*0481800
64711	General Fund Unrestricted	655.67	0.00	655.67	92*0481809	92*0481820
64712	General Fund Unrestricted	32,860.53	0.00	32,860.53	92*0481830	92*0481866
64718	General Fund Unrestricted	20,032.16	0.00	20,032.16	92*0481904	92*0481921
64719	General Fund Unrestricted	28,453.21	0.00	28,453.21	92*0481922	92*0481937
64720	General Fund Unrestricted	513,934.52	0.00	513,934.52	92*0481947	92*0481971
64721	General Fund Unrestricted	8,719.84	0.00	8,719.84	92*0481972	92*0482002
64722	General Fund Unrestricted	1,968.24	0.00	1,968.24	92*0482012	92*0482023
64724	General Fund Unrestricted	857.01	0.00	857.01	92*0482031	92*0482045
64725	General Fund Unrestricted	7,194.08	0.00	7,194.08	92*0482058	92*0482092
64730	General Fund Unrestricted	3,628.65	0.00	3,628.65	92*0482170	92*0482184
64731	General Fund Unrestricted	176,285.45	0.00	176,285.45	92*0482185	92*0482213
64733	General Fund Unrestricted	211,877.56	0.00	211,877.56	92*0482217	92*0482235
64734	General Fund Unrestricted	4,210.89	0.00	4,210.89	92*0482238	92*0482263
64735	General Fund Unrestricted	20,514.87	0.00	20,514.87	92*0482264	92*0482280
64736	General Fund Unrestricted	8,147.00	0.00	8,147.00	92*0482281	92*0482317
64741	General Fund Unrestricted	2,721.68	0.00	2,721.68	92*0482350	92*0482359
64742	General Fund Unrestricted	27,810.03	0.00	27,810.03	92*0482372	92*0482393
64743	General Fund Unrestricted	2,830.19	0.00	2,830.19	92*0482417	92*0482427
64744	General Fund Unrestricted	96,714.65	0.00	96,714.65	92*0482429	92*0482460
64746	General Fund Unrestricted	6,418.43	0.00	6,418.43	92*0482506	92*0482521
64747	General Fund Unrestricted	72,631.26	0.00	72,631.26	92*0482522	92*0482545
64751	General Fund Unrestricted	154.26	0.00	154.26	92*0482580	92*0482590
64753	General Fund Unrestricted	22,586.23	0.00	22,586.23	92*0482610	92*0482636
64754	General Fund Unrestricted	658.00	0.00	658.00	92*0482656	92*0482659
64757	General Fund Unrestricted	8,700.78	0.00	8,700.78	92*0482667	92*0482681
64761	General Fund Unrestricted	2,109,275.18	0.00	2,109,275.18	92*0482694	92*0482792
Total Fund 11 General Fund Unrestricted		\$3,542,702.05	\$22,023.00	\$3,520,679.05		

Checks Written for Period 01/25/17 Thru 02/14/17

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64539	General Fund Restricted	0.00	1,245.00	-1,245.00	92*0479117	92*0479117
64653	General Fund Restricted	0.00	2,090.04	-2,090.04	92*0481009	92*0481010
64709	General Fund Restricted	1,021.34	0.00	1,021.34	92*0481745	92*0481763
64710	General Fund Restricted	32,174.65	0.00	32,174.65	92*0481775	92*0481805
64711	General Fund Restricted	447,243.98	0.00	447,243.98	92*0481806	92*0481827
64712	General Fund Restricted	685,474.30	0.00	685,474.30	92*0481828	92*0481865
64718	General Fund Restricted	175,199.42	0.00	175,199.42	92*0481907	92*0481916
64719	General Fund Restricted	7,927.02	0.00	7,927.02	92*0481923	92*0481942
64720	General Fund Restricted	288,191.40	0.00	288,191.40	92*0481943	92*0481964
64721	General Fund Restricted	52,301.20	0.00	52,301.20	92*0481973	92*0482001
64722	General Fund Restricted	227,509.08	0.00	227,509.08	92*0482003	92*0482022
64724	General Fund Restricted	122,535.54	0.00	122,535.54	92*0482030	92*0482047
64725	General Fund Restricted	59,871.12	0.00	59,871.12	92*0482048	92*0482095
64726	General Fund Restricted	11,660.41	0.00	11,660.41	92*0482096	92*0482116
64730	General Fund Restricted	26,525.89	0.00	26,525.89	92*0482121	92*0482183
64731	General Fund Restricted	34,654.19	0.00	34,654.19	92*0482186	92*0482210
64733	General Fund Restricted	171,067.30	0.00	171,067.30	92*0482216	92*0482236
64734	General Fund Restricted	55,728.64	0.00	55,728.64	92*0482237	92*0482250
64735	General Fund Unrestricted	4,715.20	0.00	4,715.20	92*0482265	92*0482273
64737	General Fund Restricted	320.00	0.00	320.00	92*0482318	92*0482319
64741	General Fund Restricted	10,311.14	0.00	10,311.14	92*0482335	92*0482370
64742	General Fund Restricted	1,341.53	0.00	1,341.53	92*0482384	92*0482389
64743	General Fund Restricted	520,863.45	0.00	520,863.45	92*0482394	92*0482428
64744	General Fund Restricted	1,540.51	0.00	1,540.51	92*0482450	92*0482464
64746	General Fund Restricted	255,696.08	0.00	255,696.08	92*0482474	92*0482520
64747	General Fund Restricted	3,621.03	0.00	3,621.03	92*0482549	92*0482551
64750	General Fund Restricted	183,936.79	0.00	183,936.79	92*0482554	92*0482573
64751	General Fund Restricted	315,954.66	0.00	315,954.66	92*0482575	92*0482596
64753	General Fund Restricted	27,782.29	0.00	27,782.29	92*0482609	92*0482634
64754	General Fund Restricted	165,674.18	0.00	165,674.18	92*0482638	92*0482661
64757	General Fund Restricted	11,739.30	0.00	11,739.30	92*0482668	92*0482680
64761	General Fund Restricted	54,278.21	0.00	54,278.21	92*0482696	92*0482791
Total Fund 12 General Fund Restricted		<u>\$3,956,859.85</u>	<u>\$3,335.04</u>	<u>\$3,953,524.81</u>		

Checks Written for Period 01/25/17 Thru 02/14/17

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64709	GF Unrestricted One-Time Func	2,128.20	0.00	2,128.20	92*0481741	92*0481741
64711	GF Unrestricted One-Time Func	6,944.02	0.00	6,944.02	92*0481808	92*0481825
64712	GF Unrestricted One-Time Func	1,411.20	0.00	1,411.20	92*0481843	92*0481843
64719	GF Unrestricted One-Time Func	4,947.89	0.00	4,947.89	92*0481938	92*0481938
64722	GF Unrestricted One-Time Func	1,681.44	0.00	1,681.44	92*0482009	92*0482019
64724	GF Unrestricted One-Time Func	6,675.77	0.00	6,675.77	92*0482040	92*0482040
64730	GF Unrestricted One-Time Func	1,499.76	0.00	1,499.76	92*0482161	92*0482162
64731	General Fund Unrestricted	18,922.32	0.00	18,922.32	92*0482208	92*0482214
64734	General Fund Unrestricted	5,096.09	0.00	5,096.09	92*0482246	92*0482255
64735	GF Unrestricted One-Time Func	3,385.44	0.00	3,385.44	92*0482266	92*0482266
64741	GF Unrestricted One-Time Func	698.91	0.00	698.91	92*0482371	92*0482371
64744	GF Unrestricted One-Time Func	18,240.48	0.00	18,240.48	92*0482433	92*0482453
64746	GF Unrestricted One-Time Func	13,663.08	0.00	13,663.08	92*0482509	92*0482517
64747	GF Unrestricted One-Time Func	122,030.60	0.00	122,030.60	92*0482546	92*0482550
64751	GF Unrestricted One-Time Func	4,062.50	0.00	4,062.50	92*0482574	92*0482574
64754	GF Unrestricted One-Time Func	6,415.49	0.00	6,415.49	92*0482637	92*0482642
64757	GF Unrestricted One-Time Func	1,411.20	0.00	1,411.20	92*0482675	92*0482675
64761	GF Unrestricted One-Time Func	23,920.76	0.00	23,920.76	92*0482709	92*0482790
Total Fund 13 GF Unrestricted One-Time		\$243,135.15	\$0.00	\$243,135.15		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64632	Child Development Fund	0.00	5,000.00	-5,000.00	92*0480626	92*0480626
64708	Child Development Fund	18,149.02	0.00	18,149.02	92*0481728	92*0481738
64717	Child Development Fund	7,397.58	0.00	7,397.58	92*0481888	92*0481903
64723	Child Development Fund	8,303.34	0.00	8,303.34	92*0482024	92*0482029
64729	Child Development Fund	2,018.99	0.00	2,018.99	92*0482119	92*0482120
64740	Child Development Fund	4,538.57	0.00	4,538.57	92*0482324	92*0482334
64745	Child Development Fund	3,883.41	0.00	3,883.41	92*0482465	92*0482473
64749	Child Development Fund	20.86	0.00	20.86	92*0482553	92*0482553
64752	Child Development Fund	14,127.34	0.00	14,127.34	92*0482597	92*0482608
64760	Child Development Fund	6,074.91	0.00	6,074.91	92*0482689	92*0482693
Total Fund 33 Child Development Fund		\$64,514.02	\$5,000.00	\$59,514.02		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64707	Capital Outlay Projects Fund	46,152.17	0.00	46,152.17	92*0481723	92*0481727
64716	Capital Outlay Projects Fund	107,183.69	0.00	107,183.69	92*0481874	92*0481887
64728	Capital Outlay Projects Fund	1,905.00	0.00	1,905.00	92*0482118	92*0482118
64732	Capital Outlay Projects Fund	3,750.00	0.00	3,750.00	92*0482215	92*0482215
64739	Capital Outlay Projects Fund	823.88	0.00	823.88	92*0482321	92*0482323
64748	Capital Outlay Projects Fund	57,876.14	0.00	57,876.14	92*0482552	92*0482552
64756	Capital Outlay Projects Fund	39,508.44	0.00	39,508.44	92*0482663	92*0482666
64759	Capital Outlay Projects Fund	122,694.48	0.00	122,694.48	92*0482684	92*0482688
Total Fund 41 Capital Outlay Projects Fun		<u>\$379,893.80</u>	<u>\$0.00</u>	<u>\$379,893.80</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64706	Bond Fund, Measure Q	2,363,808.05	0.00	2,363,808.05	92*0481718	92*0481722
64715	Bond Fund, Measure Q	132,328.90	0.00	132,328.90	92*0481869	92*0481873
64727	Bond Fund, Measure Q	20,204.84	0.00	20,204.84	92*0482117	92*0482117
64738	Bond Fund, Measure Q	700.00	0.00	700.00	92*0482320	92*0482320
64755	Bond Fund, Measure Q	25,200.00	0.00	25,200.00	92*0482662	92*0482662
64758	Bond Fund, Measure Q	502.22	0.00	502.22	92*0482682	92*0482683
Total Fund 43 Bond Fund, Measure Q		<u>\$2,542,744.01</u>	<u>\$0.00</u>	<u>\$2,542,744.01</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64705	Property and Liability Fund	8,094.93	0.00	8,094.93	92*0481716	92*0481717
Total Fund 61 Property and Liability Fund		<u><u>\$8,094.93</u></u>	<u><u>\$0.00</u></u>	<u><u>\$8,094.93</u></u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64714	Workers' Compensation Fund	421.48	0.00	421.48	92*0481868	92*0481868
Total Fund 62 Workers' Compensation Fu		<u>421.48</u>	<u>0.00</u>	<u>421.48</u>		

Checks Written for Period 01/25/17 Thru 02/14/17

64713	Student Financial Aid Fund	125.00	0.00	125.00	92*0481867	92*0481867
Total Fund 74 Student Financial Aid Fund		<u><u>\$125.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$125.00</u></u>		

SUMMARY

Total Fund 11 General Fund Unrestricted	3,520,679.05
Total Fund 12 General Fund Restricted	3,953,524.81
Total Fund 13 GF Unrestricted One-Time Fund	243,135.15
Total Fund 33 Child Development Fund	59,514.02
Total Fund 41 Capital Outlay Projects Fund	379,893.80
Total Fund 43 Bond Fund, Measure Q	2,542,744.01
Total Fund 61 Property and Liability Fund	8,094.93
Total Fund 62 Workers' Compensation Fund	421.48
Total Fund 74 Student Financial Aid Fund	125.00
Grand Total:	<u><u>\$10,708,132.25</u></u>

Checks Written for Period 01/24/17 Thru 02/10/17

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
311701428	Bookstore Fund	60,369.12	0.00	60,369.12	31*0107574	31*0107595
311702104	Bookstore Fund	9,021.16	0.00	9,021.16	31*0107596	31*0107608
311702210	Bookstore Fund	51,803.10	0.00	51,803.10	31*0107609	31*0107623
Total Fund 31 Bookstore Fund		<u><u>\$121,193.38</u></u>	<u><u>\$0.00</u></u>	<u><u>\$121,193.38</u></u>		

Checks Written for Period 01/24/17 Thru 02/10/17

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
711701428	Associated Students Fund	6,277.17	0.00	6,277.17	71*0007883	71*0007886
711702104	Associated Students Fund	4,065.41	0.00	4,065.41	71*0007887	71*0007889
711702210	Associated Students Fund	6,160.44	0.00	6,160.44	71*0007890	71*0007897
Total Fund 71 Associated Students Fund		<u><u>\$16,503.02</u></u>	<u><u>\$0.00</u></u>	<u><u>\$16,503.02</u></u>		

Checks Written for Period 01/24/17 Thru 02/10/17

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
721701531	Representation Fee Trust Fund	2,415.00	0.00	2,415.00	72*0000095	72*0000095
721702210	Representation Fee Trust Fund	750.00	0.00	750.00	72*0000096	72*0000096
Total Fund 72 Representation Fee Trust Fun		<u>\$3,165.00</u>	<u>\$0.00</u>	<u>\$3,165.00</u>		

Checks Written for Period 01/24/17 Thru 02/10/17

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
761701531	Community Education Fund	22,116.09	0.00	22,116.09	76*0007108	76*0007122
761702104	Community Education Fund	179.75	0.00	179.75	76*0007123	76*0007125
Total Fund 76 Community Education Fund		<u>\$22,295.84</u>	<u>\$0.00</u>	<u>\$22,295.84</u>		

Checks Written for Period 01/24/17 Thru 02/10/17

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
791701428	Diversified Trust Fund	1,008.39	0.00	1,008.39	79*0020542	79*0020545
791702104	Diversified Trust Fund	7,712.55	0.00	7,712.55	79*0020546	79*0020560
791702210	Diversified Trust Fund	4,259.81	0.00	4,259.81	79*0020561	79*0020568
Total Fund 79 Diversified Trust Fund		<u><u>\$12,980.75</u></u>	<u><u>\$0.00</u></u>	<u><u>\$12,980.75</u></u>		

Checks Written for Period 01/24/17 Thru 02/10/17

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
811701428	Diversified Agency Fund	2,194.22	0.00	2,194.22	81*0047397	81*0047400
811702104	Diversified Agency Fund	22,877.30	0.00	22,877.30	81*0047401	81*0047427
811702210	Diversified Agency Fund	27,489.25	0.00	27,489.25	81*0047428	81*0047453
Total Fund 81 Diversified Agency Fund		\$52,560.77	\$0.00	\$52,560.77		

SUMMARY

Total Fund 31 Bookstore Fund	121,193.38
Total Fund 71 Associated Students Fund	16,503.02
Total Fund 72 Representation Fee Trust Fund	3,165.00
Total Fund 76 Community Education Fund	22,295.84
Total Fund 79 Diversified Trust Fund	12,980.75
Total Fund 81 Diversified Agency Fund	52,560.77
Grand Total:	<u><u>\$228,698.76</u></u>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT**

No. 5.2

From 01/23/2017 To 02/10/2017

Board Meeting on 02/27/2017

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		3,805
2000	CLASSIFIED SALARIES		5,642
3000	EMPLOYEE BENEFITS		63
4000	SUPPLIES & MATERIALS		3,555
5000	OTHER OPERATING EXP & SERVICES	10,285	
6000	CAPITAL OUTLAY	2,780	
Total Transfer Fund 11		\$13,065	\$13,065
<u>Fund 12: General Fund Restricted</u>			
1000	ACADEMIC SALARIES	91,090	
2000	CLASSIFIED SALARIES	108,754	
3000	EMPLOYEE BENEFITS	71,180	
4000	SUPPLIES & MATERIALS		63,446
5000	OTHER OPERATING EXP & SERVICES		86,368
6000	CAPITAL OUTLAY		98,989
7000	OTHER OUTGO		22,221
Total Transfer Fund 12		\$271,024	\$271,024
<u>Fund 13: GF Unrestricted One-Time Funds</u>			
4000	SUPPLIES & MATERIALS	28,449	
5000	OTHER OPERATING EXP & SERVICES		8,653
6000	CAPITAL OUTLAY		41,010
7900	RESERVE FOR CONTINGENCIES	21,214	
Total Transfer Fund 13		\$49,663	\$49,663
<u>Fund 33: Child Development Fund</u>			
2000	CLASSIFIED SALARIES	3,200	
4000	SUPPLIES & MATERIALS		3,147
5000	OTHER OPERATING EXP & SERVICES		53
Total Transfer Fund 33		\$3,200	\$3,200
<u>Fund 41: Capital Outlay Projects Fund</u>			
4000	SUPPLIES & MATERIALS		3,577
6000	CAPITAL OUTLAY		878,536
7900	RESERVE FOR CONTINGENCIES	1,006,119	
Total Transfer Fund 41		\$1,006,119	\$882,113

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT
From 01/23/2017 To 02/10/2017
Board Meeting on 02/27/2017**

BUDGET TRANSFERS		From	To
<u>Fund 79: Diversified Trust Fund</u>			
4000	SUPPLIES & MATERIALS		5,520
5000	OTHER OPERATING EXP & SERVICES		10,380
6000	CAPITAL OUTLAY		8,600
7000	OTHER OUTGO		8,530
7900	RESERVE FOR CONTINGENCIES	33,030	
Total Transfer Fund 79		\$33,030	\$33,030

BUDGET INCREASES AND DECREASES		Revenue	Appropriation
<u>Fund 12: General Fund Restricted</u>			
8100	FEDERAL REVENUES	27,460	
8600	STATE REVENUES	2,503,508	
8800	LOCAL REVENUES	90,000	
1000	ACADEMIC SALARIES		146,508
2000	CLASSIFIED SALARIES		565,412
3000	EMPLOYEE BENEFITS		418,557
4000	SUPPLIES & MATERIALS		73,573
5000	OTHER OPERATING EXP & SERVICES		678,364
6000	CAPITAL OUTLAY		738,554
Total Transfer Fund 12		\$2,620,968	\$2,620,968

<u>Fund 13: GF Unrestricted One-Time Funds</u>			
8800	LOCAL REVENUES	5,000	
5000	OTHER OPERATING EXP & SERVICES		3,750
6000	CAPITAL OUTLAY		1,250
Total Transfer Fund 13		\$5,000	\$5,000

<u>Fund 41: Capital Outlay Projects Fund</u>			
8900	OTHER FINANCING SOURCES	290,882	
7900	RESERVE FOR CONTINGENCIES		290,882
Total Transfer Fund 41		\$290,882	\$290,882

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.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT
From 01/23/2017 To 02/10/2017
Board Meeting on 02/27/2017**

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 12: General Fund Restricted</u>		
B020290 01/26/17		
1000 ACADEMIC SALARIES	26,203	
2000 CLASSIFIED SALARIES		18,176
3000 EMPLOYEE BENEFITS		8,027
	\$26,203	\$26,203
Total Reference B020290		
Reason: Special Project Adjustment		
Description: Angela Sardan's psn; payroll 9B-12B		
B020297 01/27/17		
5000 OTHER OPERATING EXP & SERVICES	78,000	
6000 CAPITAL OUTLAY		78,000
	\$78,000	\$78,000
Total Reference B020297		
Reason: Special Project Adjustment		
Description: Inmate Ed Pgm:cptr,prntrs, prjctrs		
B020313 01/31/17		
1000 ACADEMIC SALARIES	22,551	
2000 CLASSIFIED SALARIES	6,547	
3000 EMPLOYEE BENEFITS		521
4000 SUPPLIES & MATERIALS		38,853
5000 OTHER OPERATING EXP & SERVICES	10,276	
	\$39,374	\$39,374
Total Reference B020313		
Reason: Special Project Adjustment		
Description: Adjstmnts to 16-17 Equity Budget/SAC		
B020367 02/07/17		
1000 ACADEMIC SALARIES	35,059	
2000 CLASSIFIED SALARIES	86,127	
3000 EMPLOYEE BENEFITS	53,490	
4000 SUPPLIES & MATERIALS		4,879
5000 OTHER OPERATING EXP & SERVICES		169,797
	\$174,676	\$174,676
Total Reference B020367		
Reason: Special Project Adjustment		
Description: Adjstmnts to 16-17 Equity Budget/SAC		
B020378 02/08/17		
2000 CLASSIFIED SALARIES	19,474	
3000 EMPLOYEE BENEFITS	15,115	
5000 OTHER OPERATING EXP & SERVICES	500	
6000 CAPITAL OUTLAY		35,089
	\$35,089	\$35,089
Total Reference B020378		
Reason: Special Project Adjustment		
Description: Purchase 50 desktop computers- CASAS		

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT**

From 01/23/2017 To 02/10/2017

Board Meeting on 02/27/2017

BUDGET TRANSFERS From To

Fund 13: GF Unrestricted One-Time Funds

B020272	01/25/17		
5000	OTHER OPERATING EXP & SERVICES		4,063
6000	CAPITAL OUTLAY		14,353
7900	RESERVE FOR CONTINGENCIES	18,416	

Total Reference B020272	\$18,416	\$18,416
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Reason: Adjustment
Description: Cover 40 whiteboards for building I

B020322	02/01/17		
4000	SUPPLIES & MATERIALS		91
6000	CAPITAL OUTLAY		2,707
7900	RESERVE FOR CONTINGENCIES	2,798	

Total Reference B020322	\$2,798	\$2,798
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Reason: Adjustment
Description: Printer at Security Office at main fire alarm network

Fund 41: Capital Outlay Projects Fund

B020259	01/23/17		
6000	CAPITAL OUTLAY		540,000
7900	RESERVE FOR CONTINGENCIES	540,000	

Total Reference B020259	\$540,000	\$540,000
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Reason: Special Project Adjustment
Description: Increase budget for Bldg. N emergency relocation

B020265	01/25/17		
6000	CAPITAL OUTLAY		9,000
7900	RESERVE FOR CONTINGENCIES	9,000	

Total Reference B020265	\$9,000	\$9,000
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Reason: Special Project Adjustment
Description: Equip rental/increase budget for Bldg. N emergency reloc

B020267	01/25/17		
6000	CAPITAL OUTLAY		270,000
7900	RESERVE FOR CONTINGENCIES	270,000	

Total Reference B020267	\$270,000	\$270,000
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Reason: New Budget
Description: DO Reconfiguration L. Correa Offices

B020270	01/25/17		
4000	SUPPLIES & MATERIALS		2,630
6000	CAPITAL OUTLAY		42,370
7900	RESERVE FOR CONTINGENCIES	45,000	

Total Reference B020270	\$45,000	\$45,000
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Reason: Special Project Adjustment
Description: Allocate funds to various objects/increase Bldg. N

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT**

From 01/23/2017 To 02/10/2017

Board Meeting on 02/27/2017

BUDGET TRANSFERS		From	To
B020292	01/27/17		
6000	CAPITAL OUTLAY		10,000
7900	RESERVE FOR CONTINGENCIES	10,000	
Total Reference B020292		\$10,000	\$10,000
Reason: Special Project Adjustment			
Description: Inc Bldg/E.R. Relocation Budget			
B020343	02/03/17		
7900	RESERVE FOR CONTINGENCIES	124,006	
Total Reference B020343		\$124,006	\$0
Reason: Adjustment			
Description: Reduce FD 41 balance-error in RDA posting			
B020345	02/03/17		
6000	CAPITAL OUTLAY		8,113
7900	RESERVE FOR CONTINGENCIES	8,113	
Total Reference B020345		\$8,113	\$8,113
Reason: Special Project Adjustment			
Description: Allocate to various objects/increase Bldg N emergency			
Fund 79: Diversified Trust Fund			
B020283	01/26/17		
4000	SUPPLIES & MATERIALS		1,000
5000	OTHER OPERATING EXP & SERVICES		5,500
6000	CAPITAL OUTLAY		8,000
7900	RESERVE FOR CONTINGENCIES	14,500	
Total Reference B020283		\$14,500	\$14,500
Reason: Special Project Adjustment			
Description: Adjust budgets/expenses			
B020289	01/26/17		
7000	OTHER OUTGO		8,530
7900	RESERVE FOR CONTINGENCIES	8,530	
Total Reference B020289		\$8,530	\$8,530
Reason: Special Project Adjustment			
Description: Adjust budgets/expenses			
B020319	01/31/17		
4000	SUPPLIES & MATERIALS		750
5000	OTHER OPERATING EXP & SERVICES		3,650
6000	CAPITAL OUTLAY		600
7900	RESERVE FOR CONTINGENCIES	5,000	
Total Reference B020319		\$5,000	\$5,000
Reason: Special Project Adjustment			
Description: Budget for SAC - student activities project #7675			

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT
From 01/23/2017 To 02/10/2017
Board Meeting on 02/27/2017**

BUDGET TRANSFERS	From	To
B020320 01/31/17		
4000 SUPPLIES & MATERIALS		3,770
5000 OTHER OPERATING EXP & SERVICES		1,230
7900 RESERVE FOR CONTINGENCIES	5,000	
	\$5,000	\$5,000
Total Reference B020320		
Reason: Special Project Adjustment		
Description: Student Leadership Institute expenses		

BUDGET INCREASES AND DECREASES	Revenue	Appropriation
<u>Fund 12: General Fund Restricted</u>		
B020388 02/09/17		
8600 STATE REVENUES	35,000	
1000 ACADEMIC SALARIES		24,420
2000 CLASSIFIED SALARIES		2,400
3000 EMPLOYEE BENEFITS		4,377
4000 SUPPLIES & MATERIALS		100
5000 OTHER OPERATING EXP & SERVICES		3,703
	\$35,000	\$35,000
Total Reference B020388		
Reason: Special Project Adjustment		
Description: Zero Textbook Cost Degree#2599-SAC Grant		

B020389 02/09/17		
8600 STATE REVENUES	1,552,177	
1000 ACADEMIC SALARIES		98,045
2000 CLASSIFIED SALARIES		317,695
3000 EMPLOYEE BENEFITS		258,145
4000 SUPPLIES & MATERIALS		64,257
5000 OTHER OPERATING EXP & SERVICES		87,627
6000 CAPITAL OUTLAY		726,408
	\$1,552,177	\$1,552,177
Total Reference B020389		
Reason: New Budget		
Description: SAC #2187 Strong WorkForce Program		

B020390 02/09/17		
8600 STATE REVENUES	916,331	
2000 CLASSIFIED SALARIES		180,704
3000 EMPLOYEE BENEFITS		133,806
4000 SUPPLIES & MATERIALS		9,337
5000 OTHER OPERATING EXP & SERVICES		575,243
6000 CAPITAL OUTLAY		17,241
	\$916,331	\$916,331
Total Reference B020390		
Reason: New Budget		
Description: SCC Strong WForce Program #2187		

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT
From 01/23/2017 To 02/10/2017
Board Meeting on 02/27/2017**

BUDGET INCREASES AND DECREASES

		Revenue	Appropriation
B020392	02/09/17		
8800	LOCAL REVENUES	90,000	
2000	CLASSIFIED SALARIES		72,079
3000	EMPLOYEE BENEFITS		17,921
Total Reference B020392		\$90,000	\$90,000
Reason:	Special Project Adjustment		
Description:	16/17 UB BGT AUGMENTATION #3671		

Fund 41: Capital Outlay Projects Fund

B020294	01/27/17		
8900	OTHER FINANCING SOURCES	290,882	
7900	RESERVE FOR CONTINGENCIES		290,882
Total Reference B020294		\$290,882	\$290,882
Reason:	Special Project Adjustment		
Description:	Fund 7920 Sec Radio Comm		

RECOMMENDATION

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

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

To:	Board of Trustees	Date: February 27, 2017
Re:	Ratification of Award of Bid #1310 for Door Hardware Replacement at Buildings C (Fine Arts), H (Hammond Hall), L (Library), R (Russell Hall), and S (Administration) at Santa Ana College	
Action:	Request for Ratification	

BACKGROUND:

The project consists of the replacement of automatic doors in five (5) buildings, at a total of seven (7) door locations at Santa Ana College. A previous assessment of the condition of the existing automatic doors found that the doors were not operating efficiently and replacement was recommended to ensure proper and safe functioning. This is a State Scheduled Maintenance project and was included in the Five-year State Scheduled Maintenance Plan.

ANALYSIS:

In accordance with the California Uniform Public Construction Cost Accounting Act (CUPCAA), Bid #1310 for Door Hardware Replacement at Buildings C (Fine Arts), H (Hammond Hall), L (Library), R (Russell Hall), and S (administration) at Santa Ana College was advertised for a second time on November 8, 2016, and a Notice of Inviting Bids was sent to over twenty (20) contractors from the District's qualified contractors list on November 7, 2016. This is the second bid advertisement for this project due to low bidder turnout from the first bid in September, as there were only two bidders at that time. The district re-advertised the bid for a second time in November in trade journals as required, requested solicitations from the current CUPCAA contractor list, and sent out additional contractor solicitations to over fifteen (15) new C-17 licensed contractors from the blue book contractor listing who may not be on the district's CUPCAA list but may qualify to undertake this work. These additional efforts were undertaken to try and increase bidder interest and participation.

A mandatory job walk was conducted on November 16, 2016. Bids were opened on November 28, 2016 as noted on the attached bid result form. The District received only one (1) bid for the project. Stanley Access Technologies (Ontario) submitted the lowest responsive bid in the amount of \$78,936. District staff has completed a due diligence review of contract documents to ensure compliance with license and bid bond requirements. After review of the bid received, the District recommends approval of award of Bid #1310 to Stanley Access Technologies as the project bid amount is within the project's target budget and to not cause further delay on the project schedule. Given the work is scheduled with the campus to be completed during spring break, the District recommends proceeding with ratification of award of contract to the sole bidder.

The Vice Chancellor of Business Operations/Fiscal Services has authorized the award of the contract, under the authority of CUPCAA to Stanley Technologies. The anticipated Notice to Proceed is scheduled for the week of February 13, 2017 and the construction is anticipated to start April 10 2017, as there is a long lead time for ordering of materials. The estimated construction duration is seven (7) days.

The project is funded by State Scheduled Maintenance.

RECOMMENDATION:

It is recommended that the Board ratify the award of Bid #1310 for Door Hardware Replacement at Buildings C (Fine Arts), H (Hammond Hall), L (Library), R (Russell Hall), and S (administration) at Santa Ana College as presented.

Fiscal Impact:	\$78,936	Board Date: February 27, 2017
Prepared by:	Carri M. Matsumoto, Assistant Vice Chancellor, Facility Planning, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodriguez, Ph.D, Chancellor	



RANCHO SANTIAGO
Community College District

Facility Planning

2323 North Broadway, Rm 112
Santa Ana, CA 92706-1640

BID RESULTS

BID #1310 Addendums Issued: 0	PROJECT: Door Replacement (Buildings C, H, L, R & S) at Santa Ana College	DUE DATE: November 28, 2016 At 2:00 PM
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BIDDER

TOTAL BASE BID AMOUNT

Stanley Access Technologies
4230 Airport Drive, Suite 107
Ontario, CA 91761

\$78,936

1 TOTAL BIDDER

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

To:	Board of Trustees	Date: February 27, 2017
Re:	Approval of the Appointment to the Measure E Citizens' Bond Oversight Committee	
Action:	Request for Approval	

BACKGROUND

One of the requirements for bonds that are approved under the auspices of Proposition 39 is the provision of a Citizens' Bond Oversight Committee comprised of residents of the district who satisfy various categories of membership. The Board approved the membership of the original committee in December of 2002 and acts upon the appointment, reappointment and reaffirmation of the committee each year.

ANALYSIS

The committee terms are based on the calendar year. Therefore, we recommend the following two year appointment to the committee as follows:

Name	Membership Category	Recommended Action
Alberta Christy	Foundation – SAC	Appoint

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment for the Measure E Citizens' Bond Oversight Committee for the 2017 calendar year as presented.

Fiscal Impact:	None	Board Date: February 27, 2017
Prepared by:	Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

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

To:	Board of Trustees	Date: February 27, 2017
Re:	Approval of Appointments to the Measure Q Citizens' Bond Oversight Committee	
Action:	Request for Approval	

BACKGROUND

One of the requirements for bonds that are approved under the auspices of Proposition 39 is the provision of a Citizens' Bond Oversight Committee comprised of residents of the district who satisfy various categories of membership. The Board approved the membership of the original committee in February of 2013 and acts upon the appointment, reappointment and reaffirmation of the committee each year.

ANALYSIS

The committee terms are based on the calendar year. Therefore, we recommend the following two year appointments to the committee as follows:

Name	Membership Category	Recommended Action
Bruce Bauer	Business	Appoint
Alberta Christy	Foundation – SAC	Appoint

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointments to the Measure Q Citizens' Bond Oversight Committee for the 2017 calendar year as presented.

Fiscal Impact:	None	Board Date: February 27, 2017
Prepared by:	Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

Purchase Order List

12/07/2016 thru 01/31/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044139	12/7/2016	11	Business Division Office	Inst Dues & Memberships	FOUNDATION FOR CALIFORNIA	5,000.00
17-P0044140	12/7/2016	12	Health & Wellness Center	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	259.18
17-P0044141	12/7/2016	12	Small Business Dev Ctr Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	500.00
17-P0044142	12/7/2016	11	Facility Planning Office	Reproduction/Printing Expenses	ESRI INC	432.00
17-P0044143	12/7/2016	12	SAC Continuing Ed-Instruction	Software License and Fees	DON BOOKSTORE	2,916.00
17-P0044144	12/7/2016	12	Research	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	705.00
17-P0044145	12/7/2016	12	Family & Consumer Studies	Instructional Supplies	WELLS FARGO BANK	180.88
17-P0044146	12/7/2016	12	Digital Media Center	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	114.16
17-P0044147	12/7/2016	13	Santiago Canyon College	Advertising	DAILY 49ER	1,200.00
17-P0044148	12/7/2016	12	Digital Media Center	Conference Expenses	CROWNE PLAZA	417.27
17-P0044149	12/7/2016	11	Information Tech Svcs Office	Conference Expenses	HYATT CORPORATION LLC	554.10
17-P0044150	12/7/2016	33	EHS Santa Ana College	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	1,950.00
17-P0044151	12/7/2016	33	CDC Administration	Contracted Repair Services	TEGRES INC	990.00
17-P0044152	12/7/2016	41	Facility Planning Office	Bldg Impr - Environmental	NEW HORIZON CONTRACTING INC	14,400.00
17-P0044153	12/7/2016	41	Facility Planning Office	Site Impr-Blueprint/Reprod/Adv	CALIFORNIA NEWSPAPERS PARTNERSHIP	1,395.24
17-P0044154	12/7/2016	41	Facility Planning Office	Site Improv - Other Services	ARBORWELL INC	6,750.00
17-P0044155	12/7/2016	12	Student Equity	Conference Expenses	WOMACK MELINDA SUE	934.00
17-P0044156	12/7/2016	12	Student Activities	Contracted Services	GOEDEL TERRY	450.00
17-P0044157	12/7/2016	11	Facility Planning Office	Non-Instructional Supplies	IMAGE PRINTING SOLUTIONS	35.00
17-P0044158	12/7/2016	11	Maintenance	Repair & Replacement Parts	HAJOCA CORP	4,000.00
17-P0044159	12/7/2016	12	Student Equity	Equip-All Other >\$1,000<\$5,000	B & H PHOTO VIDEO INC	3,723.99
17-P0044160	12/7/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	AMERICAN INTEGRATED SERVICES INC	16,935.00
17-P0044161	12/7/2016	12	Student Services Office	Reproduction/Printing Expenses	IMAGE PRINTING SOLUTIONS	1,548.76
17-P0044162	12/7/2016	12	Student Services Office	Reproduction/Printing Expenses	IMAGE PRINTING SOLUTIONS	313.20
17-P0044163	12/7/2016	12	Student Services Office	Food and Food Service Supplies	LUNDQUIST SARA WATSON	116.62
17-P0044164	12/7/2016	11	District Wide Technology	Contracted Services	SARS SOFTWARE PRODUCTS INC	4,200.00
17-P0044165	12/7/2016	13	Academic Affairs Office	Equip-All Other >\$200 < \$1,000	ALLSTEEL INC	32,609.57
17-P0044166	12/8/2016	12	Continuing Education Division	Equip-Mod Furn>\$1,000 < \$5,000	ALLSTEEL INC	14,643.84
17-P0044167	12/8/2016	11	Human Resources Office	Food and Food Service Supplies	TOP HAT PRODUCTIONS	1,054.62
17-P0044168	12/8/2016	12	Upward Bound	Awards & Incentives	MICHAEL J MACKENZIE	70.79
17-P0044169	12/8/2016	12	Library Services	Library Books	GALE GROUP	12,685.15
17-P0044170	12/8/2016	12	EOPS	Food and Food Service Supplies	HARKISON	98.10
17-P0044171	12/8/2016	11	Publications	Non-Instructional Supplies	KELLY PAPER	1,836.00
17-P0044172	12/8/2016	12	EOPS	Fees Paid for Students	PHI THETA KAPPA	360.00
17-P0044173	12/8/2016	12	Student Equity	Software License and Fees	WELLS FARGO BANK	39.99
17-P0044174	12/8/2016	12	Counseling	Non-Instructional Supplies	SEHI COMPUTER PRODUCTS	10,703.18
17-P0044175	12/8/2016	12	EOPS	Food and Food Service Supplies	HAVE KITCHEN WILL TRAVEL, INC.	1,985.80

Legend: * = Multiple Funds for this P.O.

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Environment: Colleague

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Purchase Order List

12/07/2016 thru 01/31/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044176	12/8/2016	12	Nursing	Software License and Fees	MEDCOM TRAINEX	14,600.00
17-P0044177	12/8/2016	12	EOPS	Fees Paid for Students	DOWNEY JR. JON W	90.00
17-P0044178	12/8/2016	12	Health & Wellness	Non-Instructional Supplies	GU LOGIC INC	420.00
17-P0044179	12/8/2016	11	Maintenance	Contracted Repair Services	ORANGE COUNTY PUMP CORP	900.00
17-P0044180	12/8/2016	13	Sci, Math, Health Sci Office	Equip-All Other >\$200 < \$1,000	TROXELL COMM INC	222.48
17-P0044181	12/8/2016	12	Health & Wellness Center	Non-Instructional Supplies	DON BOOKSTORE	241.92
17-P0044182	12/8/2016	12	Biology	Instructional Supplies	FISHER SCIENTIFIC	3,290.92
17-P0044183	12/8/2016	13	Maintenance	Building Improvements	SIGNATURE FLOORING INC	14,550.00
17-P0044184	12/8/2016	13	Santiago Canyon College	Advertising	CSU FULLERTON	1,572.84
17-P0044185	12/8/2016	12	Biology	Equip-All Other >\$200 < \$1,000	LAB SCIENTIFIC INC	2,577.74
17-P0044186	12/8/2016	12	Student Services Office	Equip-All Other >\$1,000<\$5,000	CARD INTEGRATORS INC	1,101.76
17-P0044187	12/8/2016	12	Continuing Education Division	Transportation - Faculty/Staff	MICHELANGELO LEASING INC	682.50
17-P0044188	12/8/2016	11	Board of Trustees	Food and Food Service Supplies	MILLER JESSY ARAOZ	210.00
17-P0044189	12/8/2016	11	District Wide Technology	Software License and Fees	WELLS FARGO BANK	228.00
17-P0044190	12/8/2016	12	Small Business Dev Ctr Office	Software License and Fees	PALO ALTO SOFTWARE INC	1,920.00
17-P0044191	12/8/2016	12	Veterans Resource Center	Software License and Fees	HEIBERG CONSULTING INC	349.00
17-P0044192	12/8/2016	11	Graphic Communications	Software License and Fees	WELLS FARGO BANK	959.88
17-P0044193	12/9/2016	12	Chemistry	Instructional Supplies	FISHER SCIENTIFIC	1,858.08
17-P0044194	12/9/2016	12	Chemistry	Instructional Supplies	FLINN SCIENTIFIC INC	569.66
17-P0044195	12/9/2016	12	Student Services Office	Food and Food Service Supplies	ORANGE TREE DELI & CATERING	225.99
17-P0044196	12/9/2016	13	Fine & Performing Arts Office	Instructional Supplies	B & H PHOTO VIDEO INC	69.08
17-P0044197	12/9/2016	12	Pathways to Teaching	District In-Service Activities	THE HABERMAN EDUCATIONAL FOUNDATION	11,200.00
17-P0044199	12/9/2016	11	District Wide Technology	Contracted Services	ODYSSEY POWER CORP	8,883.50
17-P0044200	12/9/2016	13	Diesel	Equip-All Other >\$1,000<\$5,000	NEW PIG CORP	3,623.78
* 17-P0044201	12/9/2016	11	Continuing Education Division	Packaging/Mail Prep/Processing	ADVANCED WEB OFFSET INC	2,395.01
* 17-P0044201	12/9/2016	12	Continuing Education Division	Class Schedules/Printing	ADVANCED WEB OFFSET INC	14,978.16
PO Amt Total for *17-P0044201 :						17,373.17
17-P0044202	12/9/2016	12	Student Services Office	Food and Food Service Supplies	JAY'S CATERING	297.30
17-P0044203	12/9/2016	12	Student Equity	Books, Mags & Subscrip-Non-Lib	AMAZON COM	203.98
17-P0044204	12/9/2016	12	Student Services Office	Software License and Fees	TABLEAU SOFTWARE INC	1,500.00
17-P0044205	12/12/2016	12	Financial Aid Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	124.69
17-P0044206	12/12/2016	12	LA/OC Regional Consortia	Non-Instructional Supplies	MCDEMUS LLC	6,141.00
17-P0044207	12/12/2016	11	Facility Planning Office	Non-Instructional Supplies	BNI BUILDING NEWS	451.08
17-P0044208	12/12/2016	13	Santiago Canyon College	Advertising	GLACIER COMMUNICATIONS INC	6,040.00
17-P0044209	12/12/2016	13	Grounds	Equip-All Other > \$5,000	TENNANT SALES & SVC CO	64,426.98

Legend: * = Multiple Funds for this P.O.

Purchase Order List

12/07/2016 thru 01/31/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044210	12/12/2016	11	Facility Planning Office	Non-Instructional Supplies	THOMSON REUTERS (MARKETS) LLC	79.98
17-P0044211	12/12/2016	11	Maintenance	Contracted Repair Services	DAY LITE MAINTENANCE CO INC	4,000.00
17-P0044212	12/12/2016	11	Facility Planning Office	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	1,851.97
17-P0044213	12/12/2016	41	Facility Planning Office	Site Improv - DSA Fees	DEPT OF GENERAL SERVICES	2,850.00
17-P0044214	12/12/2016	12	Counseling	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	1,263.42
17-P0044215	12/12/2016	11	Fine & Performing Arts Office	Contracted Services	GUADALUPE H GARCIA	325.00
17-P0044216	12/12/2016	11	Maintenance	Maint/Oper Service Agreements	PYRO-COMM SYSTEMS INC	7,213.00
17-P0044217	12/12/2016	41	Facility Planning Office	Site Improv - DSA Fees	DEPT OF GENERAL SERVICES	6,750.00
17-P0044218	12/12/2016	11	Maintenance	Maint/Oper Service Agreements	PYRO-COMM SYSTEMS INC	2,445.00
17-P0044219	12/12/2016	12	Corporate Training Institute	Contracted Services	SPORTS 1 MARKETING LLC	500.00
17-P0044220	12/12/2016	12	Corporate Training Institute	Contracted Services	DUNICAN RODNEY	1,000.00
17-P0044221	12/12/2016	11	Maintenance	Contracted Repair Services	VERNES PLUMBING INC	1,312.08
17-P0044222	12/12/2016	41	Facility Planning Office	Site Improv - DSA Fees	DEPT OF GENERAL SERVICES	9,812.50
17-P0044223	12/12/2016	11	Maintenance	Contracted Repair Services	GMS ELEVATOR	410.00
17-P0044224	12/12/2016	11	Maintenance	Contracted Repair Services	ACCO ENGINEERED SYSTEMS INC	555.50
17-P0044225	12/12/2016	11	American Sign Language	Contracted Services	GLOBAL WORKS INC	1,120.00
17-P0044226	12/12/2016	12	LA/OC Regional Consortia	Food and Food Service Supplies	RISEN BREAD LLC	1,441.03
17-P0044227	12/12/2016	12	Distance Education	Instructional Supplies	LUMEN LEARNING LLC	12,800.00
17-P0044228	12/12/2016	12	EOPS	Food and Food Service Supplies	JAY'S CATERING	501.12
17-P0044229	12/12/2016	33	EHS Administration	Non-Instructional Supplies	AKERS THOMAS	4,225.50
17-P0044230	12/12/2016	12	EOPS	Supplies Paid for Students	DON BOOKSTORE	9,558.00
17-P0044231	12/12/2016	33	EHS Administration	Conference Expenses	CA HEAD START ASSOC.	1,350.00
17-P0044232	12/12/2016	33	CDC Administration	Non-Instructional Supplies	AKERS THOMAS	1,583.24
17-P0044233	12/13/2016	12	Biology	Instructional Supplies	NEWCOMER SUPPLY INC	3,082.32
17-P0044234	12/13/2016	12	Communications Studies Instr	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,499.64
17-P0044235	12/13/2016	12	LA/OC Regional Consortia	District Business/Sponsorships	SANTA ANA CHAMBER OF COMMERCE	2,000.00
17-P0044236	12/13/2016	12	Counseling	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	137.06
17-P0044237	12/13/2016	12	Math	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	173.65
17-P0044238	12/13/2016	12	Biology	Instructional Supplies	VWR FUNDING INC	1,774.93
17-P0044239	12/13/2016	12	Career Education Office	Conference Expenses	ANDREW SALCIDO	1,083.75
17-P0044240	12/13/2016	11	Administrative Services Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00
17-P0044241	12/13/2016	12	Student Equity	Other Exp Paid for Students	RANCHO SANTIAGO COMMUNITY COLL. DIST.	1,380.00
17-P0044242	12/13/2016	11	Transportation	Gasoline	SC FUELS	11,000.00
17-P0044243	12/13/2016	12	Biology	Non-Instructional Supplies	NEW ENGLAND FLAG & BANNER	446.58
17-P0044244	12/13/2016	33	EHS Administration	Equip-Fed Prgm >\$1,000< \$5,000	GOLDEN STAR TECHNOLOGY, INC.	3,008.33
17-P0044245	12/13/2016	12	Health & Wellness Center	Non-Instructional Supplies	DON BOOKSTORE	48.01
17-P0044246	12/13/2016	12	Health & Wellness Center	Inst Dues & Memberships	AMERICAN COLLEGE HEALTH ASSOC	375.00

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Legend: * = Multiple Funds for this P.O.

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Purchase Order List

12/07/2016 thru 01/31/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044247	12/13/2016	12	Health & Wellness Center	Non-Instructional Supplies	SABERS RENA	1,216.14
17-P0044248	12/13/2016	12	DSPS Office	Conference Expenses	NASPA NAT'L ASSOC OF STUDENT	675.00
17-P0044249	12/13/2016	11	Board of Trustees	Conference Expenses	HANNA JOHN R	500.00
17-P0044250	12/14/2016	12	Counseling	Other Exp Paid for Students	DON BOOKSTORE	300.00
17-P0044251	12/14/2016	12	Career Education Office	Conference Expenses	PALOMAR COLLEGE	275.00
17-P0044252	12/14/2016	11	Maintenance & Operations	Equip-All Other >\$200 < \$1,000	ALLSTEEL INC	3,066.07
17-P0044253	12/14/2016	12	Continuing Education Division	Contracted Services	ALLSTEEL INC	450.76
17-P0044254	12/14/2016	11	Mailroom	Contracted Repair Services	POWERTRON	84.99
17-P0044255	12/14/2016	11	Mailroom	Contracted Repair Services	UNITED AUTOMOTIVE SVC INC	871.77
17-P0044256	12/14/2016	13	Administrative Services Office	Contracted Services	CHRISTIAN PAUL RAYMOND	14,980.00
17-P0044257	12/14/2016	12	LA/OC Regional Consortia	Contracted Services	DI MANTOVA WALTER	25,500.00
17-P0044258	12/14/2016	12	LA/OC Regional Consortia	Contracted Services	VERCHES RICHARD	59,811.51
17-P0044259	12/14/2016	12	Financial Aid Office	Non-Instructional Supplies	WELLS FARGO BANK	129.59
17-P0044260	12/14/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	MD INSTALLATIONS INTL INC	2,328.00
17-P0044261	12/14/2016	33	EHS Administration	Equip-All Other >\$200 < \$1,000	WELLS FARGO BANK	460.63
17-P0044262	12/14/2016	12	Corporate Training Institute	Equip-All Other >\$200 < \$1,000	APPLE COMPUTER INC	1,839.68
17-P0044263	12/14/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	MOORE FLOORING INC	57,725.00
17-P0044264	12/14/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	KAZONI CONSTRUCTION	31,523.42
17-P0044265	12/14/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	TL VETERANS CONSTRUCTION INC	45,250.00
17-P0044266	12/14/2016	13	Distance Education	Contracted Services	STONE LEEANN	30,000.00
17-P0044267	12/14/2016	12	Health & Wellness Center	Non-Instructional Supplies	WELLS FARGO BANK	763.30
17-P0044268	12/14/2016	61	Risk Management	Legal Expenses	NICOLE MILLER & ASSOC INC	5,822.50
17-P0044269	12/14/2016	11	Human Svcs & Technology Office	Contracted Services	D4 SOLUTIONS INC.	156.77
17-P0044270	12/14/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	ELEVATING SALES CORP	1,503.00
17-P0044271	12/15/2016	12	Facility Planning Office	Bldg Impr - Contractor Svcs	TAE GON PARK	40,500.00
17-P0044272	12/15/2016	12	Ctr for Intl Trade Dev Office	Software License and Fees	EUROMONITOR INTERNATIONAL	5,665.00
17-P0044273	12/15/2016	11	District Wide Technology	Software License and Fees	VPLS SOLUTIONS LLC	76,400.43
17-P0044274	12/15/2016	13	Orientation/Coord/Training	Equip-Mod Furn > \$5,000	CART KING INTERNATIONAL HOLDING INC	6,188.84
17-P0044275	12/15/2016	12	Assessment	Food and Food Service Supplies	DON BOOKSTORE	22.81
* 17-P0044276	12/15/2016	11	District Wide Technology	Equip-All Other >\$1,000<\$5,000	HEWLETT PACKARD CO	5,400.00
* 17-P0044276	12/15/2016	12	Art	Equip-Fed Prgm >\$1,000< \$5,000	HEWLETT PACKARD CO	55,101.60
PO Amt Total for *17-P0044276 :						60,501.60
17-P0044277	12/15/2016	13	Fine & Performing Arts Office	Equip-All Other >\$200 < \$1,000	B & H PHOTO VIDEO INC	910.20
17-P0044278	12/15/2016	12	Fine & Performing Arts Office	Instructional Supplies	APPLE COMPUTER INC	482.76
17-P0044279	12/15/2016	11	International Student Program	Non-Instructional Supplies	SEHI COMPUTER PRODUCTS	341.97

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Legend: * = Multiple Funds for this P.O.

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Purchase Order List

12/07/2016 thru 01/31/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044280	12/16/2016	12	Science Learning Center	Software License and Fees	PERKIN ELMER	495.00
17-P0044282	12/16/2016	11	Board of Trustees	Conference Expenses	WELLS FARGO BANK	704.20
17-P0044283	12/16/2016	11	Board of Trustees	Conference Expenses	WELLS FARGO BANK	245.70
17-P0044284	12/16/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	QUALITY OFFICE FURNISHINGS INC	4,800.00
17-P0044285	12/16/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	WEST COAST FIRE & INTEGRATION INC	2,400.00
17-P0044286	12/16/2016	12	Safety & Parking - DO	Software License and Fees	LEXIPOL LLC	13,790.00
17-P0044287	12/16/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	TAE GON PARK	25,900.00
17-P0044288	12/16/2016	33	EHS Administration	Software License and Fees	PARENTS AS TEACHERS NAT'L CENTER	410.00
17-P0044289	12/16/2016	11	Purchasing	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	247.75
17-P0044290	12/16/2016	12	Continuing Education Division	Contracted Services	SHIDA KAZUYA J	1,000.00
17-P0044291	12/16/2016	41	Facility Planning Office	Equip-All Other >\$1,000<\$5,000	RWE MICRO INC	8,996.77
17-P0044292	12/16/2016	33	EHS Administration	Contracted Services	RODRIGUEZ SHARON	1,000.00
17-P0044293	12/16/2016	33	EHS Administration	Contracted Services	MUCKENTHALER & ASSOC INC	4,800.00
17-P0044294	12/16/2016	33	EHS Administration	Contracted Services	SAPRIZA GOYRET MARIA JOSEFINA JOSEFINA	5,000.00
17-P0044295	12/16/2016	12	Health & Wellness Center	Equip-All Other >\$1,000<\$5,000	CDW GOVERNMENT INC.	5,572.72
17-P0044296	12/19/2016	11	District Wide Technology	Contracted Services	OPTIV SECURITY INC	9,000.00
17-P0044297	12/19/2016	33	EHS Administration	Other Participant Prog Svc/Exp	ORANGE COUNTY TRANSPORTATION	1,000.00
17-P0044298	12/19/2016	33	EHS Administration	Equip-Fed Prgm >\$1,000< \$5,000	DELL COMPUTER	42,571.20
17-P0044299	12/19/2016	33	EHS Administration	Non-Instructional Supplies	HOME DEPOT	500.00
17-P0044300	12/19/2016	12	Theatre Arts	Equip-All Other >\$1,000<\$5,000	B & H PHOTO VIDEO INC	7,452.28
17-P0044301	12/19/2016	12	Digital Media Center	Conference Expenses	WELLS FARGO BANK	236.67
17-P0044302	12/19/2016	13	Kinesiology - Intercoll Athlet	Equip-All Other >\$200 < \$1,000	TROXELL COMM INC	9,551.80
17-P0044303	12/19/2016	12	Student Services Office	Software License and Fees	HEALTH JOURNEYS INC	1,365.54
17-P0044304	12/19/2016	12	Orange Educ Ctr-Instruction	Equip-All Other >\$1,000<\$5,000	APPERSON	2,915.74
17-P0044305	12/19/2016	12	Continuing Education Division	Equip-All Other >\$1,000<\$5,000	CDW GOVERNMENT INC.	6,362.10
17-P0044306	12/20/2016	12	Continuing Education Division	Contracted Services	D4 SOLUTIONS INC.	21,851.25
17-P0044307	12/20/2016	12	Communications & Media Studies	Equip-All Other >\$1,000<\$5,000	APPLE COMPUTER INC	52,274.23
17-P0044308	12/20/2016	12	SAC Continuing Ed-Instruction	Software License and Fees	APPLE COMPUTER INC	1,244.15
17-P0044309	12/20/2016	12	EOPS	Books Paid for Students	DON BOOKSTORE	14,500.00
17-P0044310	12/20/2016	11	Chancellor's Office	Conference Expenses	WELLS FARGO BANK	3,593.16
17-P0044311	12/20/2016	12	Chemistry	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	400.00
17-P0044312	12/20/2016	11	Chancellor's Office	Conference Expenses	WELLS FARGO BANK	679.68
17-P0044313	12/20/2016	12	Resource Development	Equip-w/Contr Svc > \$5,000	GOLDEN STAR TECHNOLOGY, INC.	5,784.43
17-P0044314	12/20/2016	12	Manufacturing Technology	Instructional Supplies	WALLY MACHINERY & TOOL SUPPLY	578.01
17-P0044315	12/20/2016	11	Chancellor's Office	Conference Expenses	WELLS FARGO BANK	903.00
17-P0044316	12/20/2016	12	Academic Affairs Office	Instructional Supplies	FAIR PLAY SCORE BOARDS	285.00
17-P0044317	12/20/2016	11	Chancellor's Office	Conference Expenses	WELLS FARGO BANK	604.68

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Legend: * = Multiple Funds for this P.O.

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044318	12/20/2016	12	Chemistry	Instructional Supplies	VWR FUNDING INC	1,583.71
17-P0044319	12/20/2016	11	Chancellor's Office	Conference Expenses	WELLS FARGO BANK	1,187.68
17-P0044320	12/20/2016	12	Chemistry	Instructional Supplies	FISHER SCIENTIFIC	1,294.65
17-P0044321	12/20/2016	13	Santa Ana College	Advertising	EYE MALL MEDIA LLC	5,166.08
17-P0044322	12/20/2016	12	Nursing	Instructional Supplies	MOORE MEDICAL CORP	406.98
17-P0044323	12/20/2016	12	Nursing	Instructional Supplies	WALLCUR INC	348.43
17-P0044324	12/20/2016	12	Nursing	Instructional Supplies	POCKET NURSE	777.11
17-P0044325	1/3/2017	1	11 Admissions & Records	Inst Dues & Memberships	CACCRAO CALIF ASSOC OF COMMUNITY	200.00
17-P0044326	1/3/2017	1	13 Administrative Services Office	Advertising	TRIBUNE PUBLISHING COMPANY LLC	4,680.00
17-P0044327	1/3/2017	1	12 Research	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	107.74
17-P0044328	1/3/2017	1	12 Student Equity	Food and Food Service Supplies	HART COMMUNITY HOMES INC	343.04
17-P0044329	1/3/2017	1	13 Santa Ana College	Reproduction/Printing Expenses	IMAGE PRINTING SOLUTIONS	607.16
17-P0044330	1/3/2017	1	12 Nursing	Instructional Supplies	POCKET NURSE	700.76
17-P0044331	1/3/2017	1	13 Administrative Services Office	Advertising	CBS RADIO INC	32,940.00
17-P0044332	1/3/2017	1	13 Santa Ana College	Reproduction/Printing Expenses	IMAGE PRINTING SOLUTIONS	607.16
17-P0044333	1/4/2017	1	12 Student Equity	Conference Expenses	FOUNDATION FOR CALIFORNIA	250.00
17-P0044334	1/4/2017	1	12 Student Equity	Conference Expenses	ACCJC ACCREDITING COMMISSION	535.00
17-P0044335	1/4/2017	1	12 Student Equity	Conference Expenses	AARON J. VOELCKER	535.00
17-P0044336	1/4/2017	1	11 Board of Trustees	Conference Expenses	CCLC COMMUNITY COLLEGE LEAGUE	510.00
17-P0044337	1/4/2017	1	11 Board of Trustees	Conference Expenses	PHILLIP E. YARBROUGH	370.00
17-P0044338	1/4/2017	1	11 Board of Trustees	Conference Expenses	PHILLIP E. YARBROUGH	1,360.00
17-P0044339	1/4/2017	1	11 Board of Trustees	Conference Expenses	ACCT ASSOC OF COMMUNITY	1,420.00
17-P0044340	1/4/2017	1	11 Board of Trustees	Conference Expenses	JOHN R. HANNA	1,300.00
17-P0044341	1/4/2017	1	11 Board of Trustees	Conference Expenses	CLAUDIA C. ALVAREZ	1,800.00
17-P0044342	1/4/2017	1	12 EOPS	Supplies Paid for Students	DON BOOKSTORE	4,510.42
17-P0044343	1/4/2017	1	12 EOPS	Equip-All Other >\$200 < \$1,000	VARIDESH LLC	425.61
17-P0044344	1/4/2017	1	11 Chancellor's Office	Conference Expenses	WELLS FARGO BANK	730.68
17-P0044345	1/4/2017	1	12 Human Svcs & Technology Office	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,000.00
17-P0044346	1/5/2017	1	12 Student Equity	Food and Food Service Supplies	VILLA PARK CATERING	3,000.00
17-P0044347	1/5/2017	1	12 LA/OC Regional Consortia	Contracted Services	SUNSTONE CENTER CT LESSEE	2,300.00
17-P0044348	1/5/2017	1	13 Santiago Canyon College	Advertising	PANDORA MEDIA INC.	14,000.00
17-P0044349	1/5/2017	1	11 Board of Trustees	Conference Expenses	HERNANDEZ ZEKE FRANCO	1,800.00
17-P0044350	1/5/2017	1	11 Board of Trustees	Conference Expenses	HERNANDEZ ZEKE FRANCO	700.00
17-P0044351	1/5/2017	1	12 Learning Support Center	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	646.28
17-P0044352	1/5/2017	1	12 Orientation/Coord/Training	Non-Instructional Supplies	DON BOOKSTORE	1,000.00
17-P0044353	1/5/2017	1	12 MESA	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	500.00
17-P0044354	1/5/2017	1	12 Kinesiology - Physical Educ	Equip-All Other >\$1,000<\$5,000	PROMAXIMA MFG LTD	19,559.28

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044355	1/5/2017	12	Upward Bound	Food and Food Service Supplies	ALBERTSON'S	2,000.00
17-P0044356	1/5/2017	12	Academic Affairs Office	Instructional Supplies	CANDELA CORP	3,000.00
17-P0044357	1/5/2017	12	Reading	Instructional Supplies	BLICK ART MATERIALS	259.89
17-P0044358	1/5/2017	12	Learning Support Center	Instructional Supplies	FILMS MEDIA GROUP	229.39
17-P0044359	1/5/2017	12	SAC Continuing Ed-Instruction	Equip-Fed Prgm >\$1,000< \$5,000	GOLDEN STAR TECHNOLOGY, INC.	2,754.38
17-P0044360	1/5/2017	12	Pathways to Teaching	Conference Expenses	MARRIOTT HOTEL	2,090.04
17-P0044361	1/5/2017	12	Transfer Center	Food and Food Service Supplies	MARTHA C. VARGAS	800.00
17-P0044362	1/5/2017	12	EOPS	Other Exp Paid for Students	DON BOOKSTORE	2,016.69
* 17-P0044363	1/5/2017	11	Library Services	Library Books - Periodicals	GREY HOUSE PUBLISHING	121.60
* 17-P0044363	1/5/2017	12	Library Services	Library Books - Periodicals	GREY HOUSE PUBLISHING	70.00
PO Amt Total for *17-P0044363 :						191.60
17-P0044364	1/5/2017	12	EOPS	Supplies Paid for Students	DON BOOKSTORE	35,475.00
17-P0044365	1/5/2017	12	Ctr for Intl Trade Dev Office	Food and Food Service Supplies	CORNER BAKERY/CBC RESTAURANT	104.50
17-P0044366	1/5/2017	12	LA/OC Regional Consortia	Contracted Services	CONSTANT CONTACT	663.00
17-P0044367	1/5/2017	13	Santiago Canyon College	Advertising	UP SNAP USA INC	4,000.00
17-P0044368	1/5/2017	12	EOPS	Advertising	DON BOOKSTORE	2,713.69
17-P0044369	1/5/2017	13	Santiago Canyon College	Advertising	REACHLOCAL INC	11,000.00
17-P0044370	1/5/2017	13	Santiago Canyon College	Advertising	ORANGE MAGAZINE	900.00
17-P0044371	1/5/2017	12	Business Division Office	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	136,105.20
17-P0044372	1/6/2017	13	Santa Ana College	Reproduction/Printing Expenses	AAA FLAG AND BANNER	2,323.98
17-P0044373	1/6/2017	11	Facility Planning Office	Conference Expenses	CCFC COMMUNITY COLLEGE FACILITY COALITION	121.50
17-P0044374	1/6/2017	11	Pharmacy Technology	Other Licenses & Fees	ASHP AMERICAN SOCIETY OF HEALTH SYSTEM	2,500.00
17-P0044375	1/6/2017	12	Pathways to Teaching	Other Licenses & Fees	PROJECT TOMORROW	2,885.84
17-P0044376	1/6/2017	12	SAC Continuing Ed-Instruction	Books, Mags & Subscrip-Non-Lib	DON BOOKSTORE	635.73
17-P0044377	1/6/2017	11	Maintenance	Equip-All Other >\$1,000<\$5,000	GRAINGER	3,636.78
17-P0044378	1/6/2017	12	EOPS	Equip-All Other >\$200 < \$1,000	OFFICE DEPOT BUSINESS SVCS	312.46
17-P0044379	1/6/2017	11	Public Affairs/Gov Rel Office	Books, Mags & Subscrip-Non-Lib	CALIFORNIA NEWSPAPERS PARTNERSHIP	179.71
17-P0044380	1/6/2017	12	Transfer Center	Other Participant Travel Exp	RLJ LODGING TRUST MASTER TRS INC	12,009.75
17-P0044381	1/6/2017	11	Digital Media Center	Equip-All Other >\$1,000<\$5,000	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	3,378.93
17-P0044382	1/6/2017	11	Human Resources Office	Equip-All Other >\$1,000<\$5,000	COMPUTERLAND OF SILICON VALLEY	1,376.66
17-P0044383	1/6/2017	12	Television/Video	Equip-All Other > \$5,000	VMI INC	49,498.11
17-P0044384	1/9/2017	12	Small Business Dev Ctr Office	Conference Expenses	AACC AMERICAN ASSOC OF COMMUNITY COLLEGES	900.00
17-P0044385	1/9/2017	12	Student Equity	Books Paid for Students	DON BOOKSTORE	5,000.00
17-P0044387	1/10/2017	11	Maintenance & Operations	Equip-All Other >\$200 < \$1,000	SEHI COMPUTER PRODUCTS	3,242.22
17-P0044388	1/10/2017	12	Student Equity	Conference Expenses	NATIONAL COLLEGE RESOURCES FOUNDATION	600.00

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044389	1/10/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	DISCOUNT SCHOOL SUPPLY	159.18
17-P0044390	1/10/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	LAKESHORE LEARNING MATERIALS	1,081.40
17-P0044391	1/10/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	DISCOUNT SCHOOL SUPPLY	594.78
17-P0044392	1/10/2017	12	Health & Wellness Center	Conference Expenses	HSACCC HEALTH SVCS ASSOC-	375.00
17-P0044393	1/10/2017	11	Information Tech Svcs Office	Conference Expenses	CISOA	700.00
17-P0044394	1/10/2017	13	Human Svcs & Technology Office	Equip-All Other >\$200 < \$1,000	SEHI COMPUTER PRODUCTS	1,006.56
17-P0044395	1/10/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	CDW GOVERNMENT INC.	1,809.90
17-P0044396	1/10/2017	33	EHS Administration	Contracted Services	WALSVICK JENNIFER EILEEN	21,000.00
17-P0044397	1/10/2017	33	EHS Administration	Contracted Services	GORAN KAREN BERNICE	7,480.00
17-P0044399	1/10/2017	33	EHS Administration	Contracted Services	PUBLIC HEALTH FOUNDATION ENTERPRISES INC	14,000.00
17-P0044400	1/10/2017	33	EHS Administration	Contracted Services	MC LEAN GAYLE M.	7,040.00
17-P0044401	1/10/2017	13	Continuing Education Division	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	2,317.84
17-P0044402	1/11/2017	11	Chancellor's Office	Legal Expenses	HIRSCHFELD KRAEMER LLP	2,057.00
17-P0044403	1/11/2017	11	American Sign Language	Contracted Services	NETWORK INTERPRETING SERVICES INC	2,402.00
17-P0044404	1/11/2017	11	Maintenance	Contracted Repair Services	WEATHERITE CORP	2,850.00
17-P0044405	1/11/2017	11	Manufacturing Technology	Contracted Services	D4 SOLUTIONS INC.	547.01
17-P0044406	1/11/2017	12	LA/OC Regional Consortia	Contracted Services	SUNSTONE CENTER CT LESSEE	3,119.55
17-P0044407	1/11/2017	11	Maintenance	Contracted Repair Services	TRANE CO	4,144.00
17-P0044408	1/11/2017	12	Continuing Education Division	Advertising	WE DO GRAPHICS INC	463.33
17-P0044409	1/11/2017	11	Maintenance	Non-Instructional Supplies	MICHAEL J MACKENZIE	25.99
17-P0044410	1/11/2017	13	Maintenance	Contracted Services	PAINTING & DECOR INC	11,560.00
17-P0044411	1/11/2017	12	Continuing Education Division	Food and Food Service Supplies	HART COMMUNITY HOMES INC	862.31
17-P0044412	1/11/2017	12	Student Equity	Books, Mags & Subscrip-Non-Lib	INSTITUTE FOR DEMOCRATIC EDUC & CULTURE	225.00
17-P0044413	1/11/2017	12	Digital Media Center	District Business/Sponsorships	ORANGE COUNTY DEPT OF ED	500.00
17-P0044414	1/11/2017	12	LA/OC Regional Consortia	Contracted Services	PAUL GALLAGHER	12,000.00
17-P0044415	1/11/2017	11	Risk Management	Other Licenses & Fees	STATE BOARD OF EQUALIZATION	13.60
17-P0044416	1/11/2017	13	Humanities & Social Sci Office	Equip-Mod Furn > \$5,000	CN SCHOOL AND OFFICE SOLUTIONS INC	5,042.70
17-P0044417	1/11/2017	12	Continuing Education Division	Contracted Services	COAST ELECTRIC	1,287.16
17-P0044418	1/11/2017	12	Sci, Math, Health Sci Office	Instructional Supplies	REPLACEMENTLIGHTBULBS.COM INC	237.93
17-P0044419	1/11/2017	12	Career Education Office	Inst Dues & Memberships	CIWEA CALIFORNIA INTERSHIP AND WORK	200.00
17-P0044420	1/11/2017	11	Networking	Contracted Repair Services	KLM INC	5,000.00
17-P0044421	1/11/2017	12	Inmate Education Program	Books, Mags & Subscrip-Non-Lib	NEW READERS PRESS	879.70
17-P0044422	1/11/2017	12	Biology	Instructional Supplies	BIO RAD LABORATORIES	543.58
17-P0044423	1/11/2017	11	District Wide Technology	Equip-All Other >\$200 < \$1,000	B & H PHOTO VIDEO INC	642.19
17-P0044424	1/11/2017	12	Veterans Resource Center	Software License and Fees	HEIBERG CONSULTING INC	1,396.00

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
* 17-P0044425	1/11/2017	11	Fine & Performing Arts Office	Equip-All Other >\$200 < \$1,000	APPLE COMPUTER INC	536.60
* 17-P0044425	1/11/2017	12	Fine & Performing Arts Office	Instructional Supplies	APPLE COMPUTER INC	0.00
PO Amt Total for *17-P0044425 :						536.60
17-P0044426	1/11/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	SEHI COMPUTER PRODUCTS	1,713.23
17-P0044427	1/11/2017	12	DSPS Office	Software License and Fees	DUXBURY SYSTEM INC	790.00
17-P0044430	1/11/2017	61	Risk Management	Prop, Liab, Boiler & Machine	HUNTINGTON T BLOCK	850.00
17-P0044431	1/11/2017	13	Kinesiology - Intercol Athlet	Instructional Supplies	LONGSTRETH SPORTING GOODS LLC	2,368.60
17-P0044432	1/11/2017	12	Communications & Media Studies	Equip-All Other >\$200 < \$1,000	SEHI COMPUTER PRODUCTS	396.06
17-P0044433	1/11/2017	11	Purchasing	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	424.16
17-P0044434	1/11/2017	12	Manufacturing Technology	Software License and Fees	PATON GROUP	2,400.00
17-P0044435	1/11/2017	12	Orange Educ Ctr-Instruction	Instructional Supplies	AMAZON COM	25.05
17-P0044436	1/11/2017	41	Facility Planning Office	Bldg Impr - Contractor Svcs	D4 SOLUTIONS INC.	9,442.47
17-P0044437	1/11/2017	41	Facility Planning Office	Bldg Impr - Relocation/Moving	AMERICAN RELOCATION & LOGISTICS INC	3,988.00
17-P0044438	1/11/2017	41	Facility Planning Office	Bldg Impr - Contractor Svcs	ASTRO PAINTING CO INC	13,293.75
17-P0044439	1/11/2017	11	Continuing Education Division	Non-Instructional Supplies	WE DO GRAPHICS INC	318.60
17-P0044440	1/11/2017	43	Facility Planning Office	Buildings - SWPPP	STATE WATER RESOURCES	575.00
17-P0044441	1/11/2017	11	Digital Media Center	Contracted Repair Services	CONTROL AIR CONDITIONING CORP	357.50
17-P0044442	1/11/2017	11	Public Affairs/Gov Rel Office	Software License and Fees	NASDAQ OMX CORP SOLUTIONS INC	2,376.00
17-P0044443	1/12/2017	12	Corporate Training Institute	Contracted Services	ARREOLA ALEX	100.00
17-P0044444	1/12/2017	12	EOPS	Other Exp Paid for Students	SVM LP	4,835.95
17-P0044445	1/12/2017	12	Resource Development	Contracted Services	CAIRNS JAMES	2,887.70
17-P0044446	1/12/2017	11	Custodial	Non-Instructional Supplies	BUCKEYE INTERNATIONAL INC	1,600.00
17-P0044447	1/12/2017	11	Custodial	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	3,500.00
17-P0044448	1/12/2017	12	Small Business Dev Ctr Office	Contracted Services	ENTREPRENEURIAL LEARNING	10,484.00
17-P0044449	1/12/2017	11	Publications	Non-Instructional Supplies	XEROX CORP	227.66
17-P0044450	1/12/2017	12	Financial Aid Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	32.31
17-P0044451	1/12/2017	12	Pathways to Teaching	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	1,068.25
17-P0044452	1/12/2017	12	Continuing Education Division	Equip-All Other >\$200 < \$1,000	WELLS FARGO BANK	3,937.19
17-P0044453	1/13/2017	13	Santiago Canyon College	Advertising	TREND OFFSET PRINTING	6,610.00
17-P0044454	1/13/2017	33	CDC Administration	Conference Expenses	CCDAA CALIF CHILD DEV ADMIN ASSOC	129.00
17-P0044455	1/13/2017	11	Board of Trustees	Conference Expenses	CCLC COMMUNITY COLLEGE LEAGUE	935.00
17-P0044456	1/13/2017	11	Maintenance & Operations	Equip-All Other >\$200 < \$1,000	ALLSTEEL INC	923.46
17-P0044457	1/13/2017	12	Upward Bound	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	500.00
17-P0044459	1/13/2017	12	Upward Bound	Transportation - Student	AIRPORT VAN RENTAL INC	1,000.00
17-P0044460	1/13/2017	33	EHS Administration	Food and Food Service Supplies	SMART & FINAL	1,000.00

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044461	1/13/2017	12	Student Development	Books Paid for Students	DON BOOKSTORE	13,975.00
17-P0044462	1/13/2017	12	Kinesiology - Physical Educ	Equip-All Other > \$5,000	RANCHO SANTIAGO COMMUNITY COLL. DIST.	9,086.05
17-P0044463	1/13/2017	12	Nursing	Equip-All Other >\$200 < \$1,000	POCKET NURSE	675.14
17-P0044464	1/13/2017	13	Administrative Services Office	Contracted Services	PAINTING & DECOR INC	5,810.00
17-P0044465	1/13/2017	12	EOPS	Equip-w/Contr Svc>\$1,000<\$5000	GOLDEN STAR TECHNOLOGY, INC.	2,124.87
17-P0044466	1/13/2017	12	Distance Education	Food and Food Service Supplies	CRAVE RESTAURANT GROUP, LLC	563.17
17-P0044467	1/13/2017	12	Fire Academy	Instructional Agreements	DEPT OF FORESTRY & FIRE PROTECTION	850.00
17-P0044468	1/13/2017	11	Family & Consumer Studies	Repair & Replacement Parts	ORANGE COUNTY INDUSTRIAL SEWING MACHINE CO	242.20
17-P0044469	1/13/2017	12	Biology	Contracted Repair Services	SOUTHLAND INSTRUMENTS	4,966.43
17-P0044470	1/13/2017	41	Facility Planning Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,758.31
17-P0044471	1/13/2017	12	LA/OC Regional Consortia	Contracted Services	HODGE RICK L	4,500.00
17-P0044472	1/13/2017	12	Career Education Office	Contracted Services	VITAL LINK OF ORANGE COUNTY	11,158.95
17-P0044473	1/13/2017	12	Continuing Education Division	Reproduction/Printing Expenses	CAUDILLO MARK	161.63
17-P0044474	1/13/2017	11	Business Operations' Office	Legal Expenses	ORBACH HUFF SUAREZ	10,000.00
17-P0044475	1/13/2017	13	Santiago Canyon College	Non-Instructional Supplies	DON BOOKSTORE	394.20
17-P0044476	1/13/2017	12	EOPS	Other Exp Paid for Students	BUQQA LLC	1,064.00
17-P0044477	1/13/2017	12	EOPS	Other Exp Paid for Students	OREA DAVID OMAR	539.00
17-P0044478	1/13/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	DON BOOKSTORE	6,194.30
17-P0044479	1/13/2017	12	Orange Educ Ctr-Instruction	Books, Mags & Subscrip-Non-Lib	CENGAGE LEARNING/ EDUC. TO GO	1,170.92
17-P0044480	1/13/2017	12	Counseling	Food and Food Service Supplies	ROCHELLE J. ZOOK	606.00
17-P0044481	1/13/2017	12	Orientation/Coord/Training	Non-Instructional Supplies	DON BOOKSTORE	203.17
17-P0044482	1/13/2017	12	LA/OC Regional Consortia	Food and Food Service Supplies	CORNER BAKERY/CBC RESTAURANT	364.10
17-P0044483	1/13/2017	11	Business Operations' Office	Contracted Services	SCHOOL SVCS OF CALIF INC	14,900.00
17-P0044484	1/17/2017	42	Facility Planning Office	Site Imp - Construction Mgmt	CUMMING CONSTRUCTION MGT INC	157,500.00
17-P0044485	1/17/2017	12	Career Education Office	Conference Expenses	CCCCIO	400.00
17-P0044486	1/17/2017	11	Information Tech Svcs Office	Conference Expenses	DOUBLETREE SAN JOSE	503.07
17-P0044487	1/17/2017	41	Facility Planning Office	Site Improv - DSA Project Insp	SANDY PRINGLE ASSOCIATES	37,580.00
17-P0044488	1/17/2017	12	SAC Continuing Ed-Instruction	Books, Mags & Subscrip-Non-Lib	DON BOOKSTORE	24,713.54
17-P0044489	1/17/2017	12	Orange Educ Ctr-Instruction	Books, Mags & Subscrip-Non-Lib	NEW READERS PRESS	541.34
17-P0044490	1/17/2017	12	Counseling	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,000.00
17-P0044491	1/17/2017	12	Student Services Office	Transportation - Student	CERTIFIED TRANSPORTATIONS	3,944.00
17-P0044492	1/17/2017	12	Student Services Office	Instructional Supplies	DON BOOKSTORE	19,999.00
17-P0044493	1/17/2017	12	Biology	Instructional Supplies	MICROTECH SCIENTIFIC	245.93
17-P0044494	1/17/2017	12	Continuing Education Division	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	383.63
17-P0044495	1/17/2017	12	Continuing Education Division	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	243.05
17-P0044496	1/17/2017	12	Center for Teacher Education	Stipends Paid to Students	DON BOOKSTORE	1,750.00
17-P0044497	1/17/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	136.11

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044498	1/17/2017	11	Warehouse	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	224.07
17-P0044499	1/17/2017	41	Facility Planning Office	Bldg Impr - Relocation/Moving	CR & R INC	10,000.00
17-P0044500	1/17/2017	12	Assessment	Software License and Fees	TENNAN GAIL	2,155.00
17-P0044501	1/17/2017	11	Manufacturing Technology	Contracted Repair Services	IVERSON TOOL GRINDING	587.35
17-P0044502	1/17/2017	12	Reading	Instructional Supplies	HARRIS COMMUNCATIONS	333.63
17-P0044503	1/17/2017	13	Custodial	Equip-All Other >\$1,000<\$5,000	MAINTEX INC	5,202.68
17-P0044504	1/17/2017	12	Inmate Education Program	Instructional Supplies	NATIONAL RESTAURANT ASSOCIATION SOLUTIONS LLC	9,318.15
17-P0044505	1/17/2017	11	International Student Program	Non-Instructional Supplies	CDW GOVERNMENT INC.	344.61
17-P0044506	1/17/2017	12	Business Division Office	Instructional Supplies	BUSINESS MACHINES SECURITY	2,902.82
17-P0044507	1/17/2017	12	EOPS	Food and Food Service Supplies	HAVE KITCHEN WILL TRAVEL, INC.	1,985.80
17-P0044508	1/17/2017	12	Digital Media Center	Books, Mags & Subscrip-Non-Lib	WALL ST JOURNAL	52.92
17-P0044509	1/17/2017	12	Orange Educ Ctr-Instruction	Books, Mags & Subscrip-Non-Lib	AMAZON COM	289.34
17-P0044510	1/17/2017	12	EOPS	Other Exp Paid for Students	OREA DAVID OMAR	343.00
17-P0044511	1/17/2017	12	LA/OC Regional Consortia	Contracted Services	LINODE LLC	120.00
17-P0044512	1/17/2017	12	Continuing Education Division	Equip-All Other >\$200 < \$1,000	CDW GOVERNMENT INC.	2,704.42
17-P0044513	1/17/2017	12	Professional Development	Food and Food Service Supplies	CRAVE RESTAURANT GROUP, LLC	239.67
17-P0044514	1/17/2017	12	Continuing Education Division	Non-Instructional Supplies	CDW GOVERNMENT INC.	173.48
17-P0044515	1/17/2017	12	EOPS	Food and Food Service Supplies	THE HABIT RESTAURANT, LLC	5,330.20
17-P0044516	1/17/2017	11	District Wide Technology	Software Support Service-Fixed	COMPUTERLAND OF SILICON VALLEY	2,098.00
17-P0044517	1/17/2017	11	District Wide Technology	Contracted Services	SAGE DATA SECURITY LLC	12,000.00
17-P0044518	1/17/2017	11	District Wide Technology	Software License and Fees	INTERNET2	5,000.00
17-P0044519	1/17/2017	12	Pathways to Teaching	Equip-All Other >\$200 < \$1,000	SEHI COMPUTER PRODUCTS	963.09
17-P0044520	1/17/2017	11	District Wide Technology	Equip-All Other >\$1,000<\$5,000	APPLE COMPUTER INC	1,018.74
17-P0044521	1/17/2017	11	District Wide Technology	Equip-All Other >\$1,000<\$5,000	APPLE COMPUTER INC	2,455.92
17-P0044522	1/18/2017	12	Learning Disabled	Mileage/Parking Expenses	RANCHO SANTIAGO COMMUNITY COLL. DIST.	500.00
17-P0044523	1/18/2017	12	Health & Wellness Center	Software Support Service	POINT AND CLICK SOLUTIONS INC	12,989.17
17-P0044524	1/18/2017	12	Continuing Education Division	Contracted Services	SOCAL SHRED LLC	345.00
17-P0044525	1/18/2017	13	Publications	Non-Instructional Supplies	VERITIV OPERATING COMPANY	3,060.10
17-P0044526	1/18/2017	41	Facility Planning Office	Bldg Impr - Relocation/Moving	AMERICAN RELOCATION & LOGISTICS INC	13,728.00
17-P0044527	1/18/2017	11	Maintenance & Operations	Contracted Services	IRVINE VALLEY AIR CONDITIONING INC	149.73
17-P0044528	1/18/2017	13	Publications	Reproduction/Printing Expenses	WE DO GRAPHICS INC	842.40
17-P0044529	1/18/2017	12	Family & Consumer Studies	Instructional Supplies	TIFFANY L. HEREMANS	47.29
17-P0044530	1/18/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	DON BOOKSTORE	2,680.82
17-P0044531	1/18/2017	11	Maintenance	Contracted Repair Services	ACCO ENGINEERED SYSTEMS INC	523.60
17-P0044532	1/18/2017	11	Maintenance & Operations	Contracted Services	C.I. SERVICES INC	1,900.00
17-P0044533	1/18/2017	12	Center for Teacher Education	Non-Instructional Supplies	A STITCH ABOVE LLC	494.49
17-P0044534	1/18/2017	13	Kinesiology - Intercol Athlet	Instructional Supplies	UNITED VOLLEYBALL SUPPLY LLC	775.76

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17-P0044535	1/18/2017	13	Kinesiology - Intercol Athlet	Instructional Supplies	LAURIE SALLINGER	2,007.53
17-P0044536	1/18/2017	12	Student Services Office	Inst Dues & Memberships	MIDDLE COLLEGE NATIONAL CONSORTIUM	800.00
17-P0044537	1/18/2017	12	SAC Continuing Ed-Instruction	Software License and Fees	DON BOOKSTORE	9,708.70
17-P0044538	1/18/2017	11	Admin Services Office	Class Schedules/Printing	ADVANCED WEB OFFSET INC	2,610.36
17-P0044539	1/18/2017	13	Administrative Services Office	Advertising	GLACIER COMMUNICATIONS INC	8,880.00
17-P0044540	1/18/2017	12	Continuing Education Division	Non-Instructional Supplies	DENNIS JAMES CLEEK	4,000.00
17-P0044541	1/18/2017	12	Financial Aid Office	Maint Contract - Office Equip	FORMAX	2,426.00
17-P0044542	1/18/2017	12	Center for Teacher Education	Conference Expenses	WELLS FARGO BANK	984.50
17-P0044543	1/18/2017	41	Facility Planning Office	Bldg Impr - Contractor Svcs	PATRIOT CONTRACTING &	5,046.12
17-P0044544	1/18/2017	12	Fire Academy	Instructional Supplies	SEHI COMPUTER PRODUCTS	1,438.81
17-P0044545	1/19/2017	11	International Student Program	Courier/Delivery Services	FEDEX	69.53
17-P0044546	1/19/2017	11	Information Tech Svcs Office	Conference Expenses	WITI PROFESSIONAL ASSOC	995.00
17-P0044547	1/19/2017	11	Admin Services Office	Rental - Other (Short-term)	CINTAS CORP	1,000.00
17-P0044548	1/19/2017	12	Chemistry	Instructional Supplies	FISHER SCIENTIFIC	1,274.15
17-P0044549	1/19/2017	41	Facility Planning Office	Non-Instructional Supplies	MCDOWELL & CRAIG OFFICE SYSTEMS INC	1,271.80
17-P0044550	1/19/2017	12	Counseling	Non-Instructional Supplies	VARIDESK LLC	1,443.85
17-P0044551	1/19/2017	12	Exercise Science	Instructional Supplies	D3 SPORTS INC.	1,294.30
17-P0044552	1/19/2017	12	Exercise Science	Instructional Supplies	LYTLE SCREEN PRINTING INC	1,400.75
17-P0044553	1/19/2017	12	Exercise Science	Instructional Supplies	D3 SPORTS INC.	3,475.14
17-P0044554	1/19/2017	13	Santiago Canyon College	Advertising	NGUOI VIET DAILY NEWS	1,411.20
17-P0044555	1/19/2017	13	Santiago Canyon College	Advertising	ABEL TORRES	800.00
17-P0044556	1/19/2017	13	Santiago Canyon College	Advertising	VIET BAO DAILY NEWS INC	1,050.00
17-P0044557	1/19/2017	13	Santiago Canyon College	Advertising	CALIFORNIA NEWSPAPERS PARTNERSHIP	3,891.52
17-P0044558	1/19/2017	12	EOPS	Food and Food Service Supplies	JAY'S CATERING	606.29
17-P0044559	1/19/2017	12	Student Services Office	Reproduction/Printing Expenses	IMAGE PRINTING SOLUTIONS	327.48
17-P0044560	1/19/2017	12	Orange Educ Ctr-Instruction	Instructional Supplies	WIESER EDUCATIONAL INC	874.88
17-P0044561	1/19/2017	12	Small Business Dev Ctr Office	Food and Food Service Supplies	SMART & FINAL	500.00
17-P0044562	1/19/2017	12	EOPS	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,500.00
17-P0044563	1/19/2017	41	Facility Planning Office	Bldg Impr - DSA Fees	DEPT OF GENERAL SERVICES	300.00
17-P0044564	1/19/2017	11	Continuing Education Division	Class Schedules/Printing	ADVANCED WEB OFFSET INC	14,841.45
17-P0044565	1/19/2017	12	Distance Education	Contracted Services	LUMEN LEARNING LLC	1,725.00
17-P0044566	1/19/2017	11	Maintenance	Contracted Repair Services	ACTION DOOR CONTROLS INC	297.70
17-P0044567	1/19/2017	11	Operations	Trash Disposal	CR & R INC	637.68
17-P0044568	1/19/2017	11	Maintenance	Contracted Repair Services	DAY LITE MAINTENANCE CO INC	317.85
17-P0044569	1/19/2017	11	Maintenance	Non-Instructional Supplies	IRVINE PIPE SUPPLY	1,091.73
17-P0044570	1/19/2017	11	Music	Contracted Repair Services	WILLIAMS ROBERT	180.00
17-P0044571	1/19/2017	11	Chancellor's Office	Reproduction/Printing Expenses	WE DO GRAPHICS INC	745.20

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044572	1/19/2017	12	Corporate Training Institute	Contracted Services	RUTH J. COSSIO-MUNIZ	3,092.65
17-P0044573	1/19/2017	11	Fire Academy	Instructional Agreements	CITY OF BREA	3,472.58
17-P0044574	1/19/2017	11	Fire Academy	Instructional Agreements	CITY OF FOUNTAIN VALLEY	1,656.01
17-P0044575	1/19/2017	11	Fire Academy	Instructional Agreements	CITY OF FULLERTON	1,719.80
17-P0044576	1/19/2017	11	Fire Academy	Instructional Agreements	CITY OF ORANGE	5,535.35
17-P0044577	1/19/2017	13	Custodial	Equip-All Other >\$1,000<\$5,000	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	6,387.22
17-P0044578	1/20/2017	11	Fire Academy	Instructional Agrmt - Facility	CITY OF LA VERNE	5,042.30
17-P0044579	1/20/2017	11	Fire Academy	Instructional Agrmt - Facility	CITY OF MONTEBELLO	7,430.44
17-P0044580	1/20/2017	11	Fire Academy	Instructional Agrmt - Facility	CITY OF REDLANDS	3,093.71
17-P0044581	1/20/2017	11	Fire Academy	Instructional Agrmt - Facility	SAN BERNARDINO COUNTY	14,018.37
17-P0044582	1/20/2017	11	Fire Academy	Instructional Agrmt - Facility	CITY OF VERNON	2,798.00
17-P0044583	1/20/2017	11	Fire Academy	Instructional Agrmt - Facility	CITY OF WEST COVINA	6,447.67
17-P0044584	1/20/2017	12	Pathways to Teaching	Conference Expenses	OMNI SAN DIEGO BALLPARK HOTEL CO LLC	897.12
17-P0044585	1/20/2017	12	Pathways to Teaching	Conference Expenses	SUPERINTENDENT OF SCHOOLS NAPA	550.00
17-P0044586	1/20/2017	12	DSPS Office	Contracted Services	TECHNOPRO CS INC	450.00
17-P0044587	1/20/2017	12	Pathways to Teaching	Conference Expenses	NACCTEP NAT'L ASSOC OF COMM	317.49
17-P0044588	1/20/2017	12	Pathways to Teaching	Conference Expenses	MARRIOTT HOTEL	1,045.02
17-P0044589	1/20/2017	11	Purchasing	Advertising	ASSOCIATED GENERAL CONTRACTORS OF AMERICA	85.00
17-P0044590	1/20/2017	12	Orientation/Coord/Training	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00
17-P0044591	1/20/2017	12	EOPS	Other Exp Paid for Students	WORKING WARDROBES FOR A NEW START	1,600.00
17-P0044592	1/20/2017	11	Fiscal Services Office	Reproduction/Printing Expenses	SYSTEMS PRINTING INC	771.12
17-P0044594	1/20/2017	12	Geography	Instructional Supplies	RAND MCNALLY & CO	1,435.23
17-P0044595	1/20/2017	12	SAC Continuing Ed-Instruction	Equip-Fed Prgm >\$1,000< \$5,000	GOLDEN STAR TECHNOLOGY, INC.	6,696.79
17-P0044596	1/20/2017	13	Mathematics	Equip-All Other >\$200 < \$1,000	CN SCHOOL AND OFFICE SOLUTIONS INC	14,352.30
17-P0044597	1/20/2017	13	Fine & Performing Arts Office	Equip-All Other >\$1,000<\$5,000	APPLE COMPUTER INC	2,234.17
17-P0044598	1/20/2017	11	Educational Multimedia Service	Non-Instructional Supplies	B & H PHOTO VIDEO INC	532.17
17-P0044599	1/20/2017	12	Geography	Instructional Supplies	VWR FUNDING INC	348.27
17-P0044600	1/20/2017	11	District Wide Technology	Software Support Service-Fixed	FARONICS TECH US INC	1,304.10
17-P0044601	1/20/2017	11	Maintenance	Contracted Repair Services	ORANGE COUNTY PUMP CORP	2,375.00
* 17-P0044602	1/20/2017	12	Fine & Performing Arts Office	Instructional Supplies	B & H PHOTO VIDEO INC	357.66
* 17-P0044602	1/20/2017	13	Fine & Performing Arts Office	Equip-All Other >\$1,000<\$5,000	B & H PHOTO VIDEO INC	3,630.22
PO Amt Total for *17-P0044602 :						3,987.88
17-P0044603	1/20/2017	41	Facility Planning Office	Bldg Impr - Contractor Svcs	PATRIOT CONTRACTING &	533,366.00
17-P0044604	1/20/2017	11	Maintenance & Operations	Non-Instructional Supplies	KULI IMAGE INCYKUSTOM IMPRINTS	259.50
17-P0044605	1/20/2017	12	Professional Development	Food and Food Service Supplies	CRAVE RESTAURANT GROUP, LLC	255.13

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17-P0044607	1/20/2017	13	Human Svcs & Technology Office	Contracted Repair Services	HUNTINGTON BEACH GLASS & MIRROR, INC.	634.74
17-P0044608	1/23/2017	11	Grounds	Contracted Repair Services	HEID JARED STEPHEN	2,900.00
17-P0044609	1/23/2017	12	LA/OC Regional Consortia	Contracted Services	LAUREN MCSHERRY CONSULTING	3,400.00
17-P0044610	1/23/2017	11	Fire Academy	Instructional Agrmt - Facility	CITY OF NEWPORT BEACH FIRE AND MARINE DEPT	14,847.00
17-P0044611	1/23/2017	12	Distance Education	Software License and Fees	WELLS FARGO BANK	300.00
17-P0044612	1/23/2017	11	Fire Academy	Instructional Agrmt - Facility	CITY OF SAN CLEMENTE	3,349.92
17-P0044613	1/23/2017	11	Fire Academy	Instructional Agrmt - Facility	CITY OF SEAL BEACH	9,317.75
17-P0044614	1/23/2017	11	Fire Academy	Instructional Agrmt - Facility	US OCEAN SAFETY	14,523.08
17-P0044615	1/23/2017	11	Maintenance	Contracted Repair Services	D4 SOLUTIONS INC.	5,000.00
17-P0044616	1/23/2017	12	Library Services	Instructional Software	ARTICULATE GLOBAL INC	699.00
17-P0044617	1/23/2017	12	Safety & Parking - DO	Repair & Replacement Parts	UNITED AUTOMOTIVE SVC INC	1,080.63
17-P0044618	1/23/2017	12	Safety & Parking - DO	Contracted Repair Services	POWERTRON	323.24
17-P0044619	1/23/2017	12	Safety & Parking - DO	Repair & Replacement Parts	PATTERSON TIRE CO	191.48
17-P0044620	1/23/2017	12	EOPS	Non-Instructional Supplies	CN SCHOOL AND OFFICE SOLUTIONS INC	806.83
17-P0044621	1/23/2017	11	Admin Services Office	Public Agencies' Assess & Fees	SCAQMD	945.20
17-P0044622	1/23/2017	12	SAC Continuing Ed-Instruction	Books, Mags & Subscrip-Non-Lib	NEW READERS PRESS	259.95
17-P0044623	1/23/2017	12	Continuing Education Division	Reproduction/Printing Expenses	CAUDILLO MARK	161.63
17-P0044624	1/23/2017	12	Orange Educ Ctr-Instruction	Instructional Supplies	PURELAND SUPPLY LLC	222.50
17-P0044625	1/23/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	CAROLINA BIOLOGICAL SUPPLY CO	531.25
17-P0044626	1/23/2017	12	SAC Continuing Ed-Instruction	Non-Instructional Supplies	CARD INTEGRATORS INC	626.25
17-P0044627	1/23/2017	12	Student Services Office	Software License and Fees	COMPUTERLAND OF SILICON VALLEY	46.00
17-P0044628	1/23/2017	12	Pathways to Teaching	Conference Expenses	WELLS FARGO BANK	984.50
17-P0044629	1/23/2017	12	Ctr for Intl Trade Dev Office	Conference Expenses	LYNN A. STEWART	557.86
17-P0044630	1/23/2017	12	Small Business Dev Ctr Office	Food and Food Service Supplies	SMART & FINAL	400.00
17-P0044631	1/23/2017	12	Small Business Dev Ctr Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,500.00
17-P0044632	1/23/2017	11	Fiscal Services Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	934.00
17-P0044633	1/23/2017	12	Health & Wellness Center	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	68.52
17-P0044634	1/23/2017	12	Small Business Dev Ctr Office	Inst Dues & Memberships	NACCE	750.00
17-P0044635	1/23/2017	12	Upward Bound	Food and Food Service Supplies	SANCHEZ ANA L	900.00
17-P0044636	1/23/2017	12	Continuing Education Division	Food and Food Service Supplies	ALBERTSON'S	200.00
17-P0044637	1/23/2017	12	Engineering	Instructional Supplies	MCMASTER CARR SUPPLY CO	39.53
17-P0044638	1/23/2017	12	Student Equity	Non-Instructional Supplies	KAESER & BLAIR INC	201.90
17-P0044639	1/23/2017	11	Maintenance	Rental-Equipment (Short-term)	S.C. SIGNS & SUPPLIES LLC	225.00
17-P0044640	1/23/2017	41	Facility Planning Office	Bldg Impr - Contractor Svcs	A GOOD SIGN & GRAPHICS CO	6,640.00
17-P0044641	1/24/2017	13	Mathematics	Contracted Services	DAVID PUFAHL	4,062.50
17-P0044642	1/24/2017	12	Digital Media Center	Transportation - Student	ABC UNIFIED SCHOOL DISTRICT	1,053.00
17-P0044643	1/24/2017	12	SAC Continuing Ed-Instruction	Equip-All Other >\$200 < \$1,000	CN SCHOOL AND OFFICE SOLUTIONS INC	5,079.41

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17-P0044644	1/24/2017	12	CJ/Academies	Instructional Supplies	MONOPRICE INC	202.68
17-P0044645	1/24/2017	13	Continuing Education Division	Equip-Mod Furn>\$1,000 < \$5,000	ALLSTEEL INC	15,293.49
17-P0044646	1/24/2017	11	Custodial	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	10,000.00
17-P0044647	1/24/2017	12	SAC Continuing Ed-Instruction	Contracted Services	ALLSTEEL INC	1,856.68
17-P0044648	1/24/2017	13	Human Svcs & Technology Office	Contracted Services	SPINITAR PRESENTATION PRODUCTS	835.72
17-P0044650	1/24/2017	12	LA/OC Regional Consortia	Contracted Services	SUNSTONE CENTER CT LESSEE	600.00
17-P0044651	1/24/2017	11	Networking	Maint Contract - Other Equip	ODYSSEY POWER CORP	7,465.00
17-P0044652	1/24/2017	11	District Wide Technology	Building Improvements	COAST ELECTRIC	4,847.51
17-P0044653	1/24/2017	11	District Wide Technology	Contracted Services	LEXMARK ENTERPRISE SOFTWARE LLC	6,500.00
17-P0044654	1/24/2017	12	Orange Educ Ctr-Instruction	Books, Mags & Subscrip-Non-Lib	DON BOOKSTORE	501.03
17-P0044655	1/24/2017	12	Student Services Office	Non-Instructional Supplies	AMAZON COM	529.43
17-P0044656	1/24/2017	12	LA/OC Regional Consortia	Contracted Services	SUNSTONE CENTER CT LESSEE	2,707.10
17-P0044657	1/24/2017	11	District Wide Technology	Contracted Services	GOLDEN STAR TECHNOLOGY, INC.	5,000.00
17-P0044658	1/24/2017	12	Sci, Math, Health Sci Office	Instructional Supplies	MICROTECH SCIENTIFIC	3,759.05
17-P0044659	1/24/2017	12	Orientation/Coord/Training	Equip-All Other >\$200 < \$1,000	SAMY'S CAMERA	4,335.57
17-P0044660	1/24/2017	11	District Wide Technology	Contracted Services	OPTIV SECURITY INC	11,812.50
17-P0044661	1/24/2017	41	Facility Planning Office	Bldg Impr - Relocation/Moving	AMERICAN RELOCATION & LOGISTICS INC	13,704.00
17-P0044662	1/24/2017	11	Administrative Services Office	Reproduction/Printing Expenses	WE DO GRAPHICS INC	777.60
17-P0044663	1/24/2017	13	Human Svcs & Technology Office	Equip-w/Contr Svc>\$1,000<\$5000	GOLDEN STAR TECHNOLOGY, INC.	2,096.24
17-P0044664	1/24/2017	12	Student Services Office	Software License and Fees	IBM	3,194.79
17-P0044665	1/24/2017	12	Student Services Office	Software License and Fees	TABLEAU SOFTWARE INC	1,616.25
17-P0044666	1/24/2017	12	Student Services Office	Software License and Fees	ALTERYX INC	10,387.00
17-P0044667	1/24/2017	11	Fine & Performing Arts Office	Equip-All Other >\$1,000<\$5,000	APEX AUDIO INC	1,312.05
17-P0044669	1/25/2017	12	Student Equity	Contracted Services	DAWN PERSON-HAMPTON	2,000.00
17-P0044670	1/25/2017	33	CDC Santiago Canyon College	Non-Instructional Supplies	SWSH ARIZONA MFG INC	600.00
17-P0044671	1/25/2017	12	Ctr for Intl Trade Dev Office	Contracted Services	SANCHEZ RESOURCES GROUP, INC.	3,500.00
17-P0044672	1/25/2017	11	Maintenance	Repair & Replacement Parts	IRVINE PIPE SUPPLY	4,000.00
17-P0044673	1/25/2017	11	Continuing Education Division	Non-Instructional Supplies	DON BOOKSTORE	241.55
17-P0044674	1/25/2017	12	Theatre Arts	Instructional Supplies	CALIF STAGE & LIGHTING	2,000.00
17-P0044675	1/25/2017	12	Academic Affairs Office	Instructional Supplies	CANDELA CORP	3,000.00
17-P0044676	1/25/2017	12	Small Business Dev Ctr Office	District Business/Sponsorships	SOLANO COMMUNITY EDUCATIONAL FOUNDATION	5,000.00
17-P0044677	1/25/2017	33	CDC Santiago Canyon College	Non-Instructional Supplies	AMMEX	800.00
17-P0044678	1/25/2017	13	Santiago Canyon College	Advertising	ARLEEN G. SATELE	120.00
17-P0044679	1/25/2017	33	CDC Santiago Canyon College	Instructional Supplies	LAKESHORE LEARNING MATERIALS	3,652.17
17-P0044680	1/25/2017	12	Professional Development	Books, Mags & Subscrip-Non-Lib	AMAZON COM	1,076.15
17-P0044681	1/25/2017	12	Television (TV/Film/Video)	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	300.00
17-P0044682	1/25/2017	12	Library Services	Library Books	AMAZON COM	8,000.00

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Legend: * = Multiple Funds for this P.O.

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Purchase Order List

12/07/2016 thru 01/31/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044683	1/25/2017	12	Sci, Math, Health Sci Office	Instructional Supplies	MICROTECH SCIENTIFIC	3,944.27
17-P0044684	1/25/2017	12	SAC Continuing Ed-Instruction	Books, Mags & Subscrip-Non-Lib	NEW READERS PRESS	395.87
17-P0044686	1/25/2017	33	CDC Santa Ana College	Instructional Supplies	SMART & FINAL	200.00
17-P0044687	1/25/2017	33	CDC Centennial Education Ctr	Food and Food Service Supplies	SYSCO FOOD SVC	14,000.00
17-P0044688	1/25/2017	33	CDC Santa Ana College	Instructional Supplies	SMART & FINAL	200.00
17-P0044689	1/25/2017	12	LA/OC Regional Consortia	Contracted Services	SUNSTONE CENTER CT LESSEE	2,707.10
17-P0044690	1/25/2017	11	Chancellor's Office	Inst Dues & Memberships	SANTA ANA CHAMBER OF COMMERCE	1,000.00
17-P0044691	1/25/2017	11	Educational Services Office	Conference Expenses	CCLC COMMUNITY COLLEGE LEAGUE	510.00
17-P0044692	1/25/2017	41	Facility Planning Office	Bldg Impr - Contractor Svcs	HANNEMAN TIM	6,112.00
17-P0044693	1/26/2017	12	Veterans Resource Center	Conference Expenses	WELLS FARGO BANK	388.40
17-P0044694	1/26/2017	12	Student Equity	Books, Mags & Subscrip-Non-Lib	AMAZON COM	23.25
17-P0044695	1/26/2017	12	Assessment	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,000.00
17-P0044696	1/26/2017	11	Maintenance	Contracted Repair Services	CLIMATEC LLC	975.00
17-P0044697	1/26/2017	11	Maintenance	Contracted Repair Services	PAINTING & DECOR INC	890.00
17-P0044698	1/26/2017	12	Engineering	Software License and Fees	RAPID GLOBAL BUSINESS SOLUTIONS INC	2,788.57
17-P0044699	1/26/2017	33	CDC Santiago Canyon College	Non-Instructional Supplies	HOME DEPOT	2,000.00
17-P0044700	1/26/2017	11	Maintenance	Non-Instructional Supplies	HOME DEPOT	2,500.00
17-P0044701	1/26/2017	11	Safety & Security Office	Conference Expenses	SKILLPATH SEMINARS	299.00
17-P0044702	1/26/2017	12	EOPS	Other Participant Travel Exp	CCC EOPS REGION VIII	175.00
17-P0044703	1/26/2017	12	Small Business Dev Ctr Office	Conference Expenses	ENTREPRENEURIAL LEARNING	1,339.95
17-P0044704	1/26/2017	33	EHS Administration	Advertising	CA HEAD START ASSOC.	50.00
17-P0044705	1/26/2017	12	Counseling	Conference Expenses	CALIFORNIA COMMUNITY COLLEGES CALWO	1,650.00
17-P0044706	1/26/2017	12	Exercise Science	Instructional Supplies	D3 SPORTS INC.	157.47
17-P0044707	1/26/2017	12	Safety & Parking - DO	Software License and Fees	COMPETITIVE EDGE SOFTWARE	10,800.00
17-P0044708	1/26/2017	11	Library Services	Non-Instructional Supplies	DEMCO INC	92.58
17-P0044709	1/26/2017	12	Corporate Training Institute	Rental-Equipment (Short-term)	PERSIANO INC	215.50
17-P0044710	1/26/2017	12	Corporate Training Institute	Books, Mags & Subscrip-Non-Lib	RUTH J. COSSIO-MUNIZ	264.00
17-P0044711	1/26/2017	12	Corporate Training Institute	Books, Mags & Subscrip-Non-Lib	LEADING EDGE LESSONS	13,653.01
17-P0044712	1/26/2017	12	Continuing Education Division	Food and Food Service Supplies	SMART & FINAL	235.52
17-P0044713	1/26/2017	33	CDC Administration	Other Licenses & Fees	DEPT OF SOCIAL SERVICES	605.00
17-P0044714	1/26/2017	33	CDC Administration	Other Licenses & Fees	NAEYC	775.00
17-P0044715	1/26/2017	41	Facility Planning Office	Equip-All Other > \$5,000	WENGER CORP	11,354.32
17-P0044716	1/26/2017	13	Administrative Services Office	Advertising	WELLS FARGO BANK	2,000.00
17-P0044717	1/26/2017	11	District Wide Technology	Software License and Fees	PLURALSIGHT LLC	3,174.47
17-P0044718	1/26/2017	41	Facility Planning Office	Bldg Impr - Equipment Rental	FULLER STREET PRODUCTIONS, INC.	9,100.00
17-P0044719	1/26/2017	11	Warehouse	Postage	UNITED PARCEL SVC	1,832.00
17-P0044720	1/27/2017	11	Maintenance & Operations	Landscaping	QUEZADA PRO LANDSCAPE INC	8,505.50

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Legend: * = Multiple Funds for this P.O.

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Purchase Order List

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044721	1/27/2017	11	Maintenance	Contracted Repair Services	ALLEYCAT DEVELOPMENT INC	8,500.00
17-P0044722	1/27/2017	11	Maintenance	Contracted Repair Services	BEST CONTRACTING SVCS	12,533.00
17-P0044723	1/27/2017	11	Manufacturing Technology	Contracted Repair Services	MACHINING TIME SAVERS, INC.	975.00
17-P0044724	1/27/2017	12	Media Systems	Instructional Supplies	GRAINGER	2,000.00
17-P0044725	1/27/2017	12	Biology	Non-Instructional Supplies	KAESER & BLAIR INC	665.81
17-P0044726	1/27/2017	12	Media Systems	Instructional Supplies	HOME DEPOT	2,000.00
17-P0044727	1/27/2017	12	Upward Bound	Non-Instructional Supplies	SABERS RENA	2,663.32
17-P0044728	1/27/2017	12	Upward Bound	Other Exp Paid for Students	SAN DIEGO WILD ANIMAL PARK	585.00
17-P0044729	1/27/2017	12	Special Services Office	Non-Instructional Supplies	PAPER DIRECT	170.99
17-P0044730	1/27/2017	12	Veterans Resource Center	Conference Expenses	NAVUB	400.00
17-P0044731	1/27/2017	12	Veterans Resource Center	Conference Expenses	INTERSTATE ARLINGTON LP	808.75
17-P0044732	1/27/2017	12	Special Services Office	Food and Food Service Supplies	HAVE KITCHEN WILL TRAVEL, INC.	238.29
17-P0044733	1/27/2017	11	Accounts Payable	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00
17-P0044734	1/27/2017	12	MESA	Other Participant Travel Exp	SOCIETY OF WOMEN ENGINEERS OC SECTION	800.00
17-P0044735	1/27/2017	12	EOPS	Conference Expenses	CCCEOPSA CALIF COM COLL	800.00
17-P0044736	1/27/2017	12	Reprographics	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	8,000.00
17-P0044737	1/27/2017	12	Health & Wellness Center	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00
17-P0044738	1/27/2017	12	Health & Wellness Center	Non-Instructional Supplies	NESTLE WATERS NORTH AMERICA	300.00
17-P0044739	1/27/2017	12	EOPS	Conference Expenses	CCC EOPS REGION VIII	1,400.00
17-P0044740	1/27/2017	13	Administrative Services Office	Equip-All Other >\$1,000<\$5,000	CDW GOVERNMENT INC.	1,448.75
17-P0044741	1/27/2017	12	EOPS	Conference Expenses	WMK SACRAMENTO LLC	1,615.74
17-P0044742	1/27/2017	13	Custodial	Equip-All Other >\$1,000<\$5,000	HOME DEPOT	1,547.28
17-P0044743	1/30/2017	12	EOPS	Conference Expenses	WELLS FARGO BANK	334.90
17-P0044744	1/30/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,202.13
17-P0044745	1/30/2017	12	Continuing Education Division	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	404.87
17-P0044747	1/30/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	688.43
17-P0044748	1/30/2017	12	Exercise Science	Instructional Supplies	INES MENDOZA	1,034.40
17-P0044749	1/30/2017	12	Student Equity	Non-Instructional Supplies	A STITCH ABOVE LLC	370.57
17-P0044750	1/30/2017	12	EOPS	Other Exp Paid for Students	MUSEUM OF TOLERANCE	630.00
17-P0044751	1/30/2017	12	Fire Academy	Instructional Supplies	AK DARCY CORP	925.13
17-P0044752	1/30/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	DON BOOKSTORE	1,288.69
17-P0044753	1/30/2017	12	Chemistry	Instructional Supplies	SIGMA ALDRICH INC	3,187.46
17-P0044754	1/30/2017	12	DSPS Office	Non-Instructional Supplies	DON BOOKSTORE	600.00
17-P0044755	1/30/2017	11	Chancellor's Office	Conference Expenses	WELLS FARGO BANK	1,102.06
17-P0044756	1/30/2017	11	Admissions & Records	Non-Instructional Supplies	CALUMET CARTON CO	1,037.97
17-P0044757	1/30/2017	11	Purchasing	Advertising	DOUGLAS ELDRIDGE	136.00
17-P0044758	1/30/2017	12	CJ/Academies	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00

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Purchase Order List

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044759	1/30/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,217.15
17-P0044760	1/31/2017	12	LA/OC Regional Consortia	Contracted Services	LANCASTER JAMES R	12,000.00
17-P0044761	1/31/2017	41	Facility Planning Office	Non-Instructional Supplies	HOME DEPOT	344.67
17-P0044762	1/31/2017	11	Academic Affairs Office	Conference Expenses	CCCCIO	400.00
17-P0044763	1/31/2017	12	Fire Academy	Instructional Agreements	DEPT OF FORESTRY & FIRE PROTECTION	16,190.00
17-P0044764	1/31/2017	11	Purchasing	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	106.83
17-P0044765	1/31/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	DENNIS JAMES CLEEK	764.81
17-P0044766	1/31/2017	12	Music	Instructional Supplies	JW PEPPER & SON INC.	1,435.51
17-P0044767	1/31/2017	12	Digital Media Center	Conference Expenses	IRVIN B. LEMUS	922.03
17-P0044768	1/31/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	6,000.00
17-P0044769	1/31/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	536.56
17-P0044770	1/31/2017	12	Accounting	Contracted Services	OPEN HAND MEDIA	3,400.00
17-P0044771	1/31/2017	12	Ctr for Intl Trade Dev Office	Contracted Services	KELLY M. HALLORAN	2,000.00
17-P0044772	1/31/2017	11	Business Division Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	500.00
17-P0044773	1/31/2017	33	EHS Administration	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00
17-P0044774	1/31/2017	33	EHS Administration	Food and Food Service Supplies	SMART & FINAL	200.00
17-P0044775	1/31/2017	12	Business Division Office	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,516.52
* 17-P0044776	1/31/2017	11	Publications	Contracted Repair Services	INFORMATION MANAGEMENT DBA: MYBINDING.COM	122.62
* 17-P0044776	1/31/2017	13	Publications	Maint Contract - Other Equip	INFORMATION MANAGEMENT DBA: MYBINDING.COM	399.00
PO Amt Total for *17-P0044776 :						521.62
17-P0044777	1/31/2017	12	Corporate Training Institute	Contracted Services	KAHLER PAUL MARTIN	5,500.00
17-P0044778	1/31/2017	13	Continuing Education Division	Equip-All Other >\$200 < \$1,000	COMMUNICATIONS USA INC	3,269.94
17-P0179404	12/7/2016	12	Continuing Education Division	Contracted Services	AMERICAN INSTITUTES FOR RESEARCH	28,716.00
17-P0179405	12/12/2016	12	Resource Development	Contracted Services	SISKIYOU JOINT COMM COLLEGE DISTRICT	50,000.00
17-P0179406	12/12/2016	12	Resource Development	Contracted Services	YOSEMITE COMM COLL DISTRICT	50,000.00
17-P0179407	12/14/2016	12	Resource Development	Contracted Services	COAST COMMUNITY COLLEGE DISTRICT	50,000.00
17-P0179408	12/14/2016	12	Digital Media Center	Contracted Services	ORANGE COUNTY DEPT OF ED	7,500.00
17-P0179409	12/15/2016	12	Deaf & Hard of Hearing	Contracted Services	GLOBAL WORKS INC	60,000.00
17-P0179410	12/15/2016	12	Continuing Education Division	Maint Contract - Office Equip	SCANTRON CORP	1,122.00
17-P0179411	12/15/2016	12	Continuing Education Division	Maint Contract - Office Equip	SCANTRON CORP	1,698.00
17-P0179412	1/6/2017	12	DSPS Office	Excess/Copies Usage	XEROX CORP	1,038.75
17-P0179413	1/9/2017	12	Resource Development	Contracted Services	SAN BERNARDINO COMMUNITY CLG DIST	50,000.00
17-P0179414	1/9/2017	12	Resource Development	Contracted Services	VENTURA COUNTY COMMUNITY COLLEGE DISTRICT	50,000.00
17-P0179415	1/9/2017	12	Resource Development	Contracted Services	CABRILLO COMMUNITY COLLEGE DISTRICT	50,000.00
17-P0179416	1/9/2017	12	Resource Development	Contracted Services	NORTH ORANGE COUNTY CCD	50,000.00

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Rancho Santiago Community College District

AP Types: ('0011', '0012', '0013', '0033', '0041', '0042', '0043', '0061', '0062')

Board Meeting of 02/27/2017

Purchase Order List

12/07/2016 thru 01/31/2017

PU0010

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0179417	1/9/2017	12	Resource Development	Contracted Services	LONG BEACH CITY COLLEGE	50,000.00
17-P0179418	1/10/2017	12	Resource Development	Contracted Services	NAPA VALLEY COLLEGE	50,000.00
17-P0179419	1/10/2017	12	Continuing Education Division	Contracted Services	ORANGE UNIFIED SCHOOL DISTRICT	21,731.00
17-P0179420	1/11/2017	11	Counseling	Lease Agreement - Equipment	KONICA MINOLTA BUSINESS	857.42
17-P0179421	1/11/2017	11	Counseling	Excess/Copies Useage	KONICA MINOLTA BUSINESS	215.50
17-P0179422	1/11/2017	11	Inmate Education Program	Instructional Agrmt - Facility	ORANGE COUNTY SHERIFF'S	25,971.00
17-P0179423	1/12/2017	12	Transfer Center	Contracted Services	REGENTS OF THE UNIV OF CALIF	55,620.00
17-P0179424	1/20/2017	11	Business Division Office	Lease Agreement - Equipment	KONICA MINOLTA BUSINESS	1,131.97
17-P0179425	1/20/2017	11	Business Division Office	Excess/Copies Useage	KONICA MINOLTA BUSINESS	204.73
17-P0179426	1/24/2017	12	Resource Development	Contracted Services	PALOMAR COLLEGE	50,000.00
17-P0179427	1/26/2017	12	Resource Development	Contracted Services	VICTOR VALLEY COMMUNITY COLLEGE DISTRICT	50,000.00
Grand Total :						4,118,937.74

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Legend for All Funds at RSCCD	
Fund	Description
11	General Fund Unrestricted
12	General Fund Restricted
13	GF Unrestricted One-Time Funds
21	Bond Int & Red Fund, Series A
22	Bond Int & Red Fund, Series B
23	Bond Int & Red Fund, Series C
24	Bond Interest & Redemp Fund
31	Bookstore Fund
33	Child Development Fund
41	Capital Outlay Projects Fund
42	Bond Fund, Measure E
43	Bond Fund, Measure Q
51	Fixed Assets
52	Cash Flow Fund
61	Property and Liability Fund
62	Workers' Compensation Fund
63	Retiree Benefits Fund
71	Associated Students Fund
72	Representation Fee Trust Fund
74	Student Financial Aid Fund
76	Community Education Fund
79	Diversified Trust Fund
81	Diversified Agency Fund
91	Foundation Gen Op Fund Uninvst
92	Foundation Gen Op Fund Invest
93	Foundation Trust Fund Uninvest
94	Foundation Trust Fund Invested
95	Foundation Scholar Fund Uninvt
96	Foundation Scholar Fund Invest
97	Foundation Rest Rev Fund Uninv
98	Foundation Rest Rev Fund Invst
99	Foundation Endowment Fund

Legend: * = Multiple Funds for this P.O.

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**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM DECEMBER 07, 2016 THROUGH JANUARY 31, 2016
BOARD MEETING OF FEBRUARY 27, 2017**

P.O. #	Amount	Description	Department	Comment
17-P0044160	\$16,935.00	Materials and labor to complete the waste oil tank removal project at Santa Ana College.	DO-Facility Planning	Received Quotations: *1. American Integrated Services, Inc 2. A to Z Building In. *Successful Bidder
17-P0044165	\$32,609.57	Student tablet arm chairs, Allsteel INSPIRE, no basket	SAC-Academic Affairs Office	Purchased from the California Multiple Award Schedule (CMAS) Contract #4-09-71-0087A Board approved: June 22, 2009
17-P0044201	\$17,373.17	Printing of OEC Spring 2017 Continuing Educational Class Schedule	OEC-Chapman	Received Quotations: *1. Advanced Web Offset Inc 2. Trend Offset Printing *Successful Bidder
17-P0044209	\$64,426.98	Gasoline powered sweeper	SAC-Maintenance & Operations	Received Quotations: *1. Tennant Sales and Service Co. 2. Mar-Co Equipment Co 3. Madvac *Successful Bidder
17-P0044257	\$25,500.00	Independent Contractor to assist with Orange County Regional Strong Workforce Project planning	DO-DMC	Board approved: December 12, 2016
17-P0044258	\$59,811.51	Independent Contractor to provide leadership and long range economic and workforce planning.	DO- Educational Services	Board approved: December 12, 2016
17-P0044263	\$57,725.00	Materials and labor to complete the flooring replacement Chavez project at Santa Ana College	DO-Facility Planning	Bid #1311 Board approved: January 9, 2017

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM DECEMBER 07, 2016 THROUGH JANUARY 31, 2016
BOARD MEETING OF FEBRUARY 27, 2017**

P.O. #	Amount	Description	Department	Comment
17-P0044264	\$31,523.42	Materials and labor to complete the Child Development Center Room 115 repairs project at Santiago Canyon College	DO-Facility Planning	Received Quotations: *1. Kazoni Construction 2. Patriot Contracting and Engineering 3. C.A. Granger Construction, Inc *Successful Bidder
17-P0044265	\$45,250.00	Materials and labor to complete the Wallpaper Removal and Painting project at the District Office	DO-Facility Planning	Bid #1309 Board approved: January 9, 2017
17-P0044266	\$30,000.00	Independent Contractor -Instructional designer to assist in developing "model courses"	SAC-Distance Education	Board approved: December 12, 2016
17-P0044271	\$40,500.00	Materials and labor to complete the tentant improvements to suite 350 project at the District Office	DO-Facility Planning	Bid #1312. Board approved: January 9, 2017
17-P0044273	\$76,400.43	Software License and Fees for data storage, back up restoration and replication	DO-ITS	Received Quotations: *1. VPLS Solutions LLC 2. Nth Generation *Successful Bidder
17-P0044276	\$60,501.60	HP desktop computer and extended warranty	SAC-FAPA	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #MNNVP-133 Board approved: November 9, 2015
17-P0044287	\$25,900.00	Materials and labor to complete the tentant improvements to suite 112 project at the District Office	DO-Facility Planning	Bid #1312 Board approved: January 9, 2017

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM DECEMBER 07, 2016 THROUGH JANUARY 31, 2016
BOARD MEETING OF FEBRUARY 27, 2017**

P.O. #	Amount	Description	Department	Comment
17-P0044298	\$42,571.20	Microsoft Surface Tablets, Keyboards, and 3-year warranty	DO-Head Start	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #MNNVP-133 Board approved: November 9, 2015
17-P0044306	\$21,851.25	Networking and cabling for computer stations	SAC-Middle College	Purchased from the California Multiple Award Schedule (CMAS) Contract #3-08-70-2031C Board approved: November 17, 2008
17-P0044307	\$52,274.23	Desktop Apple computer and extended warranty	SAC-FAPA	Sole Source Board approved: July 25, 2005
17-P0044331	\$32,940.00	Spring Enrollment Advertising Campaign	SAC-Administrative Services	
17-P0044354	\$19,559.28	Exercise equipment	SAC-Athletics	Received Quotations: *1. Promaxima Mfg Ltd 2. Advanced Exercise Equipment *Successful Bidder
17-P0044364	\$35,475.00	Spring 2017 bus pass for students	SAC-EOPS	
17-P0044371	\$136,105.20	HP Laptop computers and extended warranty	SAC-Business Division	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #MNNVP-133 Board approved: November 9, 2015

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM DECEMBER 07, 2016 THROUGH JANUARY 31, 2016
BOARD MEETING OF FEBRUARY 27, 2017**

P.O. #	Amount	Description	Department	Comment
17-P0044383	\$49,498.11	Production switcher, control panel, multimedia input	SAC-Television/Video	Received Quotations: *1. VMI Inc 2. B&H 3. Ross 4. Studio Network Solution *Successful Bidder
17-P0044396	\$21,000.00	Independent Contractor to provide mental health consulting services for Early Head Start Program	DO-CDS/EHS	Board approved: January 9, 2017
17-P0044484	\$157,500.00	Consultant to provide construction management services for Building U portable renovations project at Santiago Canyon College	DO-Facility Planning	Board approved: January 9, 2017
17-P0044487	\$37,580.00	Consultant to provide inspector of record services for site wall/improvement project at OCSRTA	DO-Facility Planning	Board approved: January 9, 2017
17-P0044488	\$24,713.54	Textbooks for Continue Ed Business Skills Classroom Program at Santa Ana College	SAC Continuing Ed-Instruction	
17-P0044492	\$19,999.00	Miscellaneous supplies and textbooks	SAC-Middle College	

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM DECEMBER 07, 2016 THROUGH JANUARY 31, 2016
BOARD MEETING OF FEBRUARY 27, 2017**

P.O. #	Amount	Description	Department	Comment
17-P0044645	\$15,293.49	Filing storage cabinets	CEC	Purchased from the California Multiple Award Schedule (CMAS) Contract #4-09-71-0087A Board Approved: June 22, 2009
17-P0044763	\$16,190.00	Instructional training for Fire Fighters	SAC-Fire Tech	Classes are held at various locations such as Central Net Training Center, Santa Ana College, and fire departments in the region.
17-P0179404	\$28,716.00	Sub-Agreement with American Institutes for Research to provide services related to Grand Activities listed in AB104 grant	OEC-Chapman	Board Approved: November 14, 2016
17-P0179405	\$50,000.00	Agreement with Siskiyou Joint CCD on behalf of the College of the Siskiyou, Grant #15-197-001 from CCCC to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: July, 18, 2016
17-P0179406	\$50,000.00	Agreement with Yosemite CCD on behalf of the Columbia College Grant #15-197-001 from CCCC to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: October 24, 2016
17-P0179407	\$50,000.00	Agreement with Coast CCD on behalf of the Orange Coast College Grant #15-197-001 from CCCC to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: September 12, 2016

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM DECEMBER 07, 2016 THROUGH JANUARY 31, 2016
BOARD MEETING OF FEBRUARY 27, 2017**

P.O. #	Amount	Description	Department	Comment
17-P0179409	\$60,000.00	Sign Language Interpreting services for students in the Deaf and Hard of Hearing Program	SAC-DSPS	Board Approved: September 14, 2015
17-P0179413	\$50,000.00	Agreement with San Bernardino CCD on behalf of the Crafton Hills College Grant #15-197-001 from CCCC to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: July, 18, 2016
17-P0179414	\$50,000.00	Agreement with Ventura CCD on behalf of the Oxnard College Grant #15-197-001 from CCCC to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: July, 18, 2016
17-P0179415	\$50,000.00	Agreement with Cabrillo CCD on behalf of the Cabrillo College, Grant #15-197-001 from CCCC to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: July, 18, 2016
17-P0179416	\$50,000.00	Agreement with North Orange County CCD on behalf of the Cypress College, Grant #15-197-001 from CCCC to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: September 12, 2016

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM DECEMBER 07, 2016 THROUGH JANUARY 31, 2016
BOARD MEETING OF FEBRUARY 27, 2017**

P.O. #	Amount	Description	Department	Comment
17-P0179417	\$50,000.00	Agreement with Long Beach CCD on behalf of the Long Beach City College, Grant #15-197-001 from CCCCCO to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: September 26, 2016
17-P0179418	\$50,000.00	Agreement with Napa Valley CCD on behalf of the Napa Valley College, Grant #15-197-001 from CCCCCO to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: July, 18, 2016
17-P0179419	\$21,731.00	Sub-Agreement with Orange Unified School District to provide services related to grand activities listed in the AB 104 grant	OEC-Chapman	Board Approved: October 10, 2016
17-P0179422	\$25,971.00	Continuing Education program for Inmates located in Orange County Jail Facilities for the 2016-2017 Fiscal Year	OEC-Chapman	Board Approved: May 31, 2016
17-P0179423	\$55,620.00	Agreement for Summer Scholars Transfer Institute 2017	Transfer Center	Board Approved: June 15, 2015
17-P0179426	\$50,000.00	Agreement with Palomar CCD on behalf of Palomar College, Grant #15-197-001 from CCCCCO to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: July 18, 2016

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM DECEMBER 07, 2016 THROUGH JANUARY 31, 2016
BOARD MEETING OF FEBRUARY 27, 2017**

P.O. #	Amount	Description	Department	Comment
17-P0179427	\$50,000.00	Agreement with Victor Valley CCD on behalf of Victor Valley College, Grant #15-197-001 from CCCC to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: November 14, 2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-B0001145	12/13/2016	79	Admissions & Records	Equip-All Other >\$1,000<\$5,000	SEHI COMPUTER PRODUCTS	658.35
17-B0001146	12/13/2016	79	Admissions & Records	Equip-Tablet/Laptop>\$200<\$1000	APPLE COMPUTER INC	7,608.26
17-B0001147	12/13/2016	79	Admissions & Records	Equip-All Other >\$1,000<\$5,000	CDW GOVERNMENT INC.	1,008.39
17-B0001148	12/15/2016	79	Auxiliary Services Office	Equip-All Other >\$1,000<\$5,000	KRUEGER INTERNATIONAL INC.	39,341.70
17-B0001149	1/9/2017 1	81	Auxiliary Services Office	Diversified Agency Fund Expens	TOMARK SPORTS	3,079.52
17-B0001151	1/19/2017	79	Athletics	Other Participant Travel Exp	MICHELANGELO LEASING INC	4,000.00
17-B0001152	1/19/2017	81	Auxiliary Services Office	Diversified Agency Fund Expens	DON BOOKSTORE	1,200.00
17-B0001153	1/19/2017	81	Auxiliary Services Office	Diversified Agency Fund Expens	MCKESSON GENERAL MEDICAL CORP	5,889.95
17-B0001154	1/19/2017	81	Auxiliary Services Office	Diversified Agency Fund Expens	OFFICE DEPOT BUSINESS SVCS	589.66
17-B0001155	1/26/2017	81	Auxiliary Services Office-SAC	Diversified Agency Fund Expens	TOMARK SPORTS	1,342.10
17-B0001156	1/30/2017	71	Student Activities	Other Operating Exp & Services	DON BOOKSTORE	199.96
17-B0001157	2/1/2017 1	79	Auxiliary Services Office	Equip-All Other >\$1,000<\$5,000	GOPHER	1,311.25
17-B0001158	2/1/2017 1	81	Auxiliary Services Office-Dist	Diversified Agency Fund Expens	APPLE COMPUTER INC	1,886.74
17-B0001159	2/1/2017 1	81	Auxiliary Services Office-Dist	Diversified Agency Fund Expens	CDW GOVERNMENT INC.	1,435.35
17-B0001160	2/1/2017 1	81	Auxiliary Services Office-Dist	Diversified Agency Fund Expens	CDW GOVERNMENT INC.	64.97
17-B0001161	2/3/2017 1	81	Auxiliary Services Office	Diversified Agency Fund Expens	SMART & FINAL	600.00
17-B0001162	2/3/2017 1	81	Auxiliary Services Office	Diversified Agency Fund Expens	STATER BROS	500.00
17-B0001163	2/3/2017 1	71	Student Activities	Other Operating Exp & Services	MICHELANGELO LEASING INC	929.25
17-B0001164	2/8/2017 1	79	Student Life & Leadership	Rental-Equipment (Short-term)	CLASSIC PARTY RENTALS	7,032.50
17-B0001165	2/8/2017 1	81	Auxiliary Services Office	Diversified Agency Fund Expens	AUTOMOTIVE ELECTRONIC SVCS	9,844.20
17-B0001166	2/9/2017 1	79	Admissions & Records	Equip-All Other >\$1,000<\$5,000	APPLE COMPUTER INC	3,152.28

Grand Total : 91,674.43

5.6 (29)

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
GM-CAF000348	12/13/2016	31	SAC Café	General Merchandise	PEPSI COLA CO	\$258.49
GM-CAF000349	12/16/2016	31	SAC Café	General Merchandise	ROARING SPRING	\$2,087.64
GM-CAF000350	12/16/2016	31	SAC Café	General Merchandise	DESIGN SOURCE USA, INC.	\$536.50
GM-CAF000351	12/16/2016	31	SAC Café	General Merchandise	DR. INSTRUMENTS	\$2,480.00
GM-CAF000352	1/5/2017	31	SAC Café	General Merchandise	MOUSER ELECTRONICS	\$58.90
GM-CAF000353	1/11/2017	31	SAC Café	General Merchandise	BROWN BAG SANDWICH CO	\$1,462.27
GM-CAF000354	1/12/2017	31	SAC Café	General Merchandise	PENS ETC.	\$1,161.57
GM-CAF000355	1/13/2017	31	SAC Café	General Merchandise	ALL ELECTRONICS	\$102.30
GM-CAF000356	1/17/2017	31	SAC Café	General Merchandise	TAYDA ELECTRONICS	\$49.80
GM-CAF000357	1/18/2017	31	SAC Café	General Merchandise	PEPSI COLA CO	\$360.77
GM-CAF000358	1/18/2017	31	SAC Café	General Merchandise	PEPSI COLA CO	\$889.59
GM-CAF000359	1/18/2017	31	SAC Café	General Merchandise	BARRY'S DISTRIBUTING	\$158.88
GM-CAF000360	1/19/2017	31	SAC Café	General Merchandise	BROWN BAG SANDWICH CO	\$422.90
GM-CAF000361	1/19/2017	31	SAC Café	General Merchandise	BROWN BAG SANDWICH CO	\$273.60
GM-CAF000362	1/30/2017	31	SAC Café	General Merchandise	EL DORADO TRADING GROUP	\$2,365.40
GM-CAF000363	1/30/2017	31	SAC Café	General Merchandise	D&H DISTRIBUTING	\$1,534.48
GM-CAF000364	1/30/2017	31	SAC Café	General Merchandise	BROWN BAG SANDWICH CO	\$938.31
GM-CAF000366	2/1/2017	31	SAC Café	General Merchandise	C2F	\$630.76
GM-CAF000367	2/2/2017	31	SAC Café	General Merchandise	BARRY'S DISTRIBUTING	\$47.76
GM-CAF000368	2/2/2017	31	SAC Café	General Merchandise	BARRY'S DISTRIBUTING	\$90.00
GM-CAF000369	2/2/2017	31	SAC Café	General Merchandise	RYAN DISTRUBUTORS	\$1,281.91
GM-CAF000370	2/6/2017	31	SAC Café	General Merchandise	BROWN BAG SANDWICH CO	\$930.74
GM-CAF000371	2/8/2017	31	SAC Café	General Merchandise	BAZIC PRODUCTS	\$582.00
GM-CAF000372	2/10/2017	31	SAC Café	General Merchandise	SCANTRON CORP	\$950.00
GM-CAF000374	2/10/2017	31	SAC Café	General Merchandise	PEPSI COLA CO	\$708.98
GM-DON002664	12/16/2016	31	SAC Bookstore	General Merchandise	TEAMWORK	\$856.80
GM-DON002666	1/4/2017	31	SAC Bookstore	General Merchandise	LXG	\$1,260.00
GM-DON002667	1/9/2017	31	SAC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$648.85
GM-DON002668	1/10/2017	31	SAC Bookstore	General Merchandise	PEPSI COLA CO	\$557.02
GM-DON002669	1/11/2017	31	SAC Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$3,161.35
GM-DON002670	1/11/2017	31	SAC Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$799.05
GM-DON002671	1/11/2017	31	SAC Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$2,839.75
GM-DON002672	1/11/2017	31	SAC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$686.80
GM-DON002674	1/25/2017	31	SAC Bookstore	General Merchandise	BARRY'S DISTRIBUTING	\$170.82
GM-DON002676	1/31/2017	31	SAC Bookstore	General Merchandise	SCHOOL DATEBOOKS	\$3,854.00
GM-DON002682	2/10/2017	31	SAC Bookstore	General Merchandise	ULINE	\$70.00
GM-EXPR001099	1/11/2017	31	Don Express	General Merchandise	BROWN BAG SANDWICH CO	\$517.80

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
GM-EXPR001100	1/11/2017	31	Don Express	General Merchandise	BARRY'S DISTRIBUTING	\$419.52
GM-EXPR001101	1/30/2017	31	Don Express	General Merchandise	BROWN BAG SANDWICH CO	\$622.28
GM-EXPR001102	2/2/2017	31	Don Express	General Merchandise	BARRY'S DISTRIBUTING	\$181.38
GM-EXPR001103	2/2/2017	31	Don Express	General Merchandise	BROWN BAG SANDWICH CO	\$596.09
GM-EXPR001104	2/8/2017	31	Don Express	General Merchandise	RYAN DISTRUBUTORS	\$300.68
GM-HAWK002169	1/9/2017	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$513.18
GM-HAWK002170	1/11/2017	31	SCC Bookstore	General Merchandise	HAMILTON BELL CO	\$195.00
GM-HAWK002171	1/11/2017	31	SCC Bookstore	General Merchandise	BARRY'S DISTRIBUTING	\$166.68
GM-HAWK002172	1/11/2017	31	SCC Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$1,625.50
GM-HAWK002173	1/11/2017	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$332.18
GM-HAWK002174	1/11/2017	31	SCC Bookstore	General Merchandise	C2F	\$1,220.34
GM-HAWK002175	1/12/2017	31	SCC Bookstore	General Merchandise	EL DORADO TRADING GROUP	\$8,851.11
GM-HAWK002176	1/17/2017	31	SCC Bookstore	General Merchandise	NACSCORP	\$246.00
GM-HAWK002177	1/17/2017	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$137.40
GM-HAWK002178	1/18/2017	31	SCC Bookstore	General Merchandise	HAMILTON BELL CO	\$885.00
GM-HAWK002179	1/19/2017	31	SCC Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$724.83
GM-HAWK002180	1/19/2017	31	SCC Bookstore	General Merchandise	PEPSI COLA CO	\$1,245.00
GM-HAWK002181	1/23/2017	31	SCC Bookstore	General Merchandise	HAMILTON BELL CO	\$885.00
GM-HAWK002182	1/23/2017	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$268.07
GM-HAWK002190	1/26/2017	31	SCC Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$469.16
GM-HAWK002191	1/30/2017	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$299.37
GM-HAWK002192	1/31/2017	31	SCC Bookstore	General Merchandise	ROARING SPRING	\$780.72
GM-HAWK002193	1/31/2017	31	SCC Bookstore	General Merchandise	BARRY'S DISTRIBUTING	\$94.86
GM-HAWK002194	2/1/2017	31	SCC Bookstore	General Merchandise	PEPSI COLA CO	\$712.47
GM-HAWK002195	2/6/2017	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$66.68
GM-HAWK002198	2/10/2017	31	SCC Bookstore	General Merchandise	PEPSI COLA CO	\$535.42
GM-HAWK002199	2/10/2017	31	SCC Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$575.51
TX-CEC000380	12/19/2016	31	CEC Bookstore	Textbook	CAMBRIDGE UNIVERSITY PRES	\$1,197.00
TX-CEC000382	1/5/2017	31	CEC Bookstore	Textbook	CAMBRIDGE UNIVERSITY PRES	\$1,351.00
TX-CEC000383	1/5/2017	31	CEC Bookstore	Textbook	CENGAGE LEARNING	\$847.50
TX-CEC000384	1/12/2017	31	CEC Bookstore	Textbook	CAMBRIDGE UNIVERSITY PRES	\$630.00
TX-CEC000385	1/18/2017	31	CEC Bookstore	Textbook	PEARSON EDUCATION	\$3,393.90
TX-CEC000386	1/24/2017	31	CEC Bookstore	Textbook	CAMBRIDGE UNIVERSITY PRES	\$315.00
TX-CEC000387	1/26/2017	31	CEC Bookstore	Textbook	OXFORD UNIVERSITY PRESS,	\$1,485.00
TX-CEC000388	1/26/2017	31	CEC Bookstore	Textbook	PEARSON EDUCATION	\$1,199.10
TX-CEC000389	1/26/2017	31	CEC Bookstore	Textbook	CENGAGE LEARNING	\$930.00
TX-CEC000391	1/31/2017	31	CEC Bookstore	Textbook	CENGAGE LEARNING	\$988.75

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-CEC000392	1/31/2017	31	CEC Bookstore	Textbook	OXFORD UNIVERSITY PRESS,	\$866.25
TX-CEC000393	2/2/2017	31	CEC Bookstore	Textbook	OXFORD UNIVERSITY PRESS,	\$583.50
TX-CEC000395	2/7/2017	31	CEC Bookstore	Textbook	CAMBRIDGE UNIVERSITY PRES	\$1,064.00
TX-DON004036	12/14/2016	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$1,496.25
TX-DON004037	12/15/2016	31	SAC Bookstore	Textbook	AMAZON	\$103.37
TX-DON004038	12/18/2016	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$2,720.72
TX-DON004039	12/18/2016	31	SAC Bookstore	Textbook	NACSCORP	\$2,068.53
TX-DON004040	12/18/2016	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$13,349.11
TX-DON004041	12/18/2016	31	SAC Bookstore	Textbook	MOSBY ELSEVIER	\$64.96
TX-DON004043	12/18/2016	31	SAC Bookstore	Textbook	OXFORD UNIVERSITY PRESS,	\$66.36
TX-DON004044	12/18/2016	31	SAC Bookstore	Textbook	HUMAN KINETICS PUBS, INC.	\$69.92
TX-DON004045	12/18/2016	31	SAC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$125.00
TX-DON004046	12/18/2016	31	SAC Bookstore	Textbook	LIPPINCOTT, WILLIAMS	\$144.61
TX-DON004114	12/19/2016	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$249,501.40
TX-DON004115	12/19/2016	31	SAC Bookstore	Textbook	NORTON, INC.	\$18,347.50
TX-DON004116	12/19/2016	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$29,278.85
TX-DON004117	12/20/2016	31	SAC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$158,818.42
TX-DON004118	12/20/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$52,227.47
TX-DON004119	12/27/2016	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$30,018.25
TX-DON004120	1/23/2017	31	SAC Bookstore	Textbook	NATIONAL SAFETY COUNCIL	\$712.50
TX-DON004121	1/4/2017	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$7,255.00
TX-DON004122	1/6/2017	31	SAC Bookstore	Textbook	MPS FORMERLY VHPS	\$1,415.75
TX-DON004123	1/9/2017	31	SAC Bookstore	Textbook	NORTON, INC.	\$420.00
TX-DON004124	1/9/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$788.48
TX-DON004125	1/10/2017	31	SAC Bookstore	Textbook	NACSCORP	\$98.85
TX-DON004126	1/10/2017	31	SAC Bookstore	Textbook	MPS FORMERLY VHPS	\$940.00
TX-DON004128	1/10/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$13,609.79
TX-DON004129	1/10/2017	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$1,192.50
TX-DON004130	1/11/2017	31	SAC Bookstore	Textbook	HOPKINS FULFILLMENT SERVICES	\$223.44
TX-DON004131	1/11/2017	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$924.75
TX-DON004133	1/11/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$267.50
TX-DON004134	1/12/2017	31	SAC Bookstore	Textbook	MPS FORMERLY VHPS	\$940.00
TX-DON004135	1/12/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$132.00
TX-DON004136	1/12/2017	31	SAC Bookstore	Textbook	NACSCORP	\$201.60
TX-DON004137	1/12/2017	31	SAC Bookstore	Textbook	AMAZON	\$479.61
TX-DON004138	1/23/2017	31	SAC Bookstore	Textbook	NACSCORP	\$7,927.70
TX-DON004139	1/23/2017	31	SAC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$237.64

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-DON004140	1/23/2017	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$26,788.72
TX-DON004141	1/23/2017	31	SAC Bookstore	Textbook	ALFRED PUBLISHING CO. INC	\$170.76
TX-DON004142	1/23/2017	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$5,269.44
TX-DON004143	1/23/2017	31	SAC Bookstore	Textbook	NEW READERS PRESS	\$319.20
TX-DON004144	1/23/2017	31	SAC Bookstore	Textbook	ACS DIVCHED EXAM INST.	\$1,000.00
TX-DON004145	1/23/2017	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$15,998.17
TX-DON004146	1/23/2017	31	SAC Bookstore	Textbook	HAYDEN-MCNEIL	\$3,064.50
TX-DON004147	1/23/2017	31	SAC Bookstore	Textbook	KJOS MUSIC CO	\$561.44
TX-DON004148	1/23/2017	31	SAC Bookstore	Textbook	ACEBO	\$104.16
TX-DON004149	1/23/2017	31	SAC Bookstore	Textbook	TOWNSEND PRESS	\$4,454.80
TX-DON004150	1/23/2017	31	SAC Bookstore	Textbook	INDUSTRIAL PRESS	\$243.60
TX-DON004151	1/23/2017	31	SAC Bookstore	Textbook	MPS FORMERLY VHPS	\$7,863.77
TX-DON004152	1/23/2017	31	SAC Bookstore	Textbook	PARADIGM PUBLISHING CO.	\$3,214.75
TX-DON004154	1/23/2017	31	SAC Bookstore	Textbook	GOODHEART-WILLCOX CO.,INC	\$1,734.78
TX-DON004156	1/23/2017	31	SAC Bookstore	Textbook	RANDOM HOUSE, INC.	\$111.84
TX-DON004157	1/23/2017	31	SAC Bookstore	Textbook	University Readers	\$519.60
TX-DON004158	1/23/2017	31	SAC Bookstore	Textbook	OXFORD UNIVERSITY PRESS,	\$4,116.16
TX-DON004159	1/23/2017	31	SAC Bookstore	Textbook	CAMBRIDGE UNIVERSITY PRES	\$633.00
TX-DON004161	1/23/2017	31	SAC Bookstore	Textbook	KENDALL PUBLISHING	\$2,187.68
TX-DON004162	1/23/2017	31	SAC Bookstore	Textbook	JOHN WILEY & SONS, INC	\$22,100.98
TX-DON004163	1/23/2017	31	SAC Bookstore	Textbook	NORTON, INC.	\$3,426.00
TX-DON004164	1/23/2017	31	SAC Bookstore	Textbook	NATL ASSN ED OF YG CHILD	\$280.00
TX-DON004165	1/23/2017	31	SAC Bookstore	Textbook	AMAZON	\$7,527.44
TX-DON004166	1/23/2017	31	SAC Bookstore	Textbook	JONES & BARTLETT LEARNING	\$6,911.00
TX-DON004167	1/23/2017	31	SAC Bookstore	Textbook	DAWN SIGN PRESS	\$10,533.80
TX-DON004168	1/23/2017	31	SAC Bookstore	Textbook	ARGUS	\$11,830.00
TX-DON004169	1/23/2017	31	SAC Bookstore	Textbook	CADCIM TECHNOLOGIES	\$2,118.55
TX-DON004170	1/23/2017	31	SAC Bookstore	Textbook	NORTON, INC.	\$321.00
TX-DON004171	1/23/2017	31	SAC Bookstore	Textbook	ELSEVIER HEALTH SCIENCE	\$548.52
TX-DON004172	1/23/2017	31	SAC Bookstore	Textbook	MCGRAW-HILL CREATE (PRIMIS)	\$1,080.00
TX-DON004173	1/23/2017	31	SAC Bookstore	Textbook	MOSBY ELSEVIER	\$2,950.44
TX-DON004175	1/23/2017	31	SAC Bookstore	Textbook	DAVIS, F.A., COMPANY	\$153.44
TX-DON004176	1/23/2017	31	SAC Bookstore	Textbook	TAYLOR & FRANCIS	\$359.70
TX-DON004177	1/23/2017	31	SAC Bookstore	Textbook	RANDOM HOUSE, INC.	\$12.85
TX-DON004178	1/23/2017	31	SAC Bookstore	Textbook	TRILITERAL,LLC	\$2,571.03
TX-DON004179	1/23/2017	31	SAC Bookstore	Textbook	SAGE PUBLICATIONS, INC.	\$3,680.00
TX-DON004180	1/23/2017	31	SAC Bookstore	Textbook	THE WEEK	\$261.00

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-DON004183	1/23/2017	31	SAC Bookstore	Textbook	POLICE FIRE PUBLISHING	\$1,833.26
TX-DON004184	1/23/2017	31	SAC Bookstore	Textbook	SCHROFF DEVELOPMENT CORP	\$78.00
TX-DON004185	1/23/2017	31	SAC Bookstore	Textbook	ASSOCIATED PRESS	\$293.60
TX-DON004186	1/23/2017	31	SAC Bookstore	Textbook	HARPER COLLINS TRADE DIV.	\$75.13
TX-DON004187	1/23/2017	31	SAC Bookstore	Textbook	LIPPINCOTT, WILLIAMS	\$345.95
TX-DON004189	1/24/2017	31	SAC Bookstore	Textbook	MORTON	\$264.46
TX-DON004190	1/24/2017	31	SAC Bookstore	Textbook	NORTON, INC.	\$79.60
TX-DON004191	1/25/2017	31	SAC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$1,837.50
TX-DON004192	1/25/2017	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$1,957.50
TX-DON004193	1/25/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$859.13
TX-DON004194	1/25/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$2,792.78
TX-DON004195	1/26/2017	31	SAC Bookstore	Textbook	AMAZON	\$48.60
TX-DON004196	1/30/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$14,718.93
TX-DON004197	1/30/2017	31	SAC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$3,714.00
TX-DON004198	1/30/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$7,832.46
TX-DON004199	1/30/2017	31	SAC Bookstore	Textbook	NACSCORP	\$4,567.22
TX-DON004200	1/30/2017	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$7,995.89
TX-DON004201	1/30/2017	31	SAC Bookstore	Textbook	JAMRIC PRESS INTERNATIONAL	\$384.37
TX-DON004203	1/30/2017	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$19,525.63
TX-DON004204	1/30/2017	31	SAC Bookstore	Textbook	TEACHERS COLLEGE PRESS	\$878.24
TX-DON004205	1/30/2017	31	SAC Bookstore	Textbook	KENDALL PUBLISHING	\$1,741.44
TX-DON004206	1/30/2017	31	SAC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$995.86
TX-DON004207	1/30/2017	31	SAC Bookstore	Textbook	MORTON	\$432.19
TX-DON004208	1/30/2017	31	SAC Bookstore	Textbook	AMAZON	\$2,072.00
TX-DON004210	1/30/2017	31	SAC Bookstore	Textbook	GOODHEART-WILLCOX CO.,INC	\$639.76
TX-DON004211	1/30/2017	31	SAC Bookstore	Textbook	MPS FORMERLY VHPS	\$9,700.35
TX-DON004213	1/30/2017	31	SAC Bookstore	Textbook	SAGE PUBLICATIONS, INC.	\$3,803.20
TX-DON004214	1/30/2017	31	SAC Bookstore	Textbook	NORTON, INC.	\$6,229.40
TX-DON004215	1/30/2017	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$670.60
TX-DON004217	1/30/2017	31	SAC Bookstore	Textbook	SCHROFF DEVELOPMENT CORP	\$312.00
TX-DON004219	1/30/2017	31	SAC Bookstore	Textbook	JOHN WILEY & SONS, INC	\$1,592.00
TX-DON004222	1/30/2017	31	SAC Bookstore	Textbook	IFSTA	\$14,616.00
TX-DON004223	1/30/2017	31	SAC Bookstore	Textbook	RANDOM HOUSE, INC.	\$127.85
TX-DON004224	1/30/2017	31	SAC Bookstore	Textbook	HARPER COLLINS TRADE DIV.	\$261.63
TX-DON004225	1/30/2017	31	SAC Bookstore	Textbook	DRAMATISTS PLAY SERVICE	\$88.92
TX-DON004226	1/31/2017	31	SAC Bookstore	Textbook	NAPER PUBLISHING	\$1,260.00
TX-DON004227	2/1/2017	31	SAC Bookstore	Textbook	INGRAM BOOK CO	\$2,548.00

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-DON004228	2/2/2017	31	SAC Bookstore	Textbook	CHILDCARE EXCHANGE	\$345.60
TX-DON004229	2/6/2017	31	SAC Bookstore	Textbook	TAYLOR & FRANCIS	\$1,079.60
TX-DON004230	2/6/2017	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$4,127.40
TX-DON004231	2/7/2017	31	SAC Bookstore	Textbook	TREEHOUSE VIDEO	\$1,995.00
TX-DON004232	2/7/2017	31	SAC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$9,907.00
TX-DON004233	2/7/2017	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$3,100.00
TX-DON004234	2/8/2017	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$19,137.50
TX-DON004235	2/8/2017	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$4,900.00
TX-DON004236	2/8/2017	31	SAC Bookstore	Textbook	LIPPINCOTT, WILLIAMS	\$4,830.90
TX-DON004237	2/8/2017	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$930.75
TX-DON004239	2/8/2017	31	SAC Bookstore	Textbook	SLACK INCORPORATED	\$267.80
TX-DON004240	2/8/2017	31	SAC Bookstore	Textbook	MOSBY ELSEVIER	\$201.51
TX-DON004241	2/8/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$2,040.49
TX-DON004242	2/8/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$795.71
TX-DON004243	2/8/2017	31	SAC Bookstore	Textbook	NACSCORP	\$467.45
TX-DON004244	2/9/2017	31	SAC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$3,400.00
TX-DON004245	2/9/2017	31	SAC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$3,512.50
TX-DON004247	2/10/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$817.30
TX-DON004248	2/10/2017	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$340.00
TX-DON004250	2/10/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$177.00
TX-HAWK003087	12/15/2016	31	SCC Bookstore	Textbook	CENGAGE LEARNING	\$1,455.00
TX-HAWK003088	12/15/2016	31	SCC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$7,505.00
TX-HAWK003089	12/16/2016	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$40,986.06
TX-HAWK003090	12/16/2016	31	SCC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$14,048.19
TX-HAWK003095	12/18/2016	31	SCC Bookstore	Textbook	NACSCORP	\$6,770.59
TX-HAWK003096	12/18/2016	31	SCC Bookstore	Textbook	OXFORD UNIVERSITY PRESS,	\$6,474.08
TX-HAWK003097	12/18/2016	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$120,619.61
TX-HAWK003098	12/18/2016	31	SCC Bookstore	Textbook	MPS FORMERLY VHPS	\$10,872.22
TX-HAWK003099	12/18/2016	31	SCC Bookstore	Textbook	RANDOM HOUSE, INC.	\$210.84
TX-HAWK003100	12/18/2016	31	SCC Bookstore	Textbook	ACS DIVCHED EXAM INST.	\$600.00
TX-HAWK003101	12/18/2016	31	SCC Bookstore	Textbook	NORTON, INC.	\$36,652.24
TX-HAWK003102	12/18/2016	31	SCC Bookstore	Textbook	HAYDEN-MCNEIL	\$839.90
TX-HAWK003103	12/18/2016	31	SCC Bookstore	Textbook	KJOS MUSIC CO	\$178.64
TX-HAWK003104	12/18/2016	31	SCC Bookstore	Textbook	JONES & BARTLETT LEARNING	\$296.00
TX-HAWK003105	12/18/2016	31	SCC Bookstore	Textbook	KENDALL PUBLISHING	\$4,767.22
TX-HAWK003106	12/18/2016	31	SCC Bookstore	Textbook	UNIVERSITY ENTERPRISES	\$8,055.00
TX-HAWK003107	12/18/2016	31	SCC Bookstore	Textbook	DOVER	\$26.70

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-HAWK003109	12/18/2016	31	SCC Bookstore	Textbook	ACR PUBLICATIONS	\$1,422.90
TX-HAWK003110	12/18/2016	31	SCC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$65,739.64
TX-HAWK003111	12/18/2016	31	SCC Bookstore	Textbook	HARPER COLLINS TRADE DIV.	\$393.90
TX-HAWK003112	12/18/2016	31	SCC Bookstore	Textbook	CENGAGE LEARNING	\$36,743.17
TX-HAWK003113	12/18/2016	31	SCC Bookstore	Textbook	XYZ TEXTBOOKS	\$3,795.00
TX-HAWK003114	12/18/2016	31	SCC Bookstore	Textbook	ON COURSE LEARNING	\$365.75
TX-HAWK003115	12/18/2016	31	SCC Bookstore	Textbook	SIMON & SCHUSTER, INC.	\$39.49
TX-HAWK003116	12/18/2016	31	SCC Bookstore	Textbook	HACHETTE BOOK GROUP	\$108.75
TX-HAWK003117	12/18/2016	31	SCC Bookstore	Textbook	JOHN WILEY & SONS, INC	\$10,442.07
TX-HAWK003119	12/18/2016	31	SCC Bookstore	Textbook	J.A.MAJORS	\$978.68
TX-HAWK003120	12/18/2016	31	SCC Bookstore	Textbook	TEACHERS COLLEGE PRESS	\$574.80
TX-HAWK003121	12/18/2016	31	SCC Bookstore	Textbook	MCGRAW-HILL CREATE (PRIMIS)	\$13,613.46
TX-HAWK003122	12/18/2016	31	SCC Bookstore	Textbook	BVT PUBLISHING	\$3,450.00
TX-HAWK003123	12/18/2016	31	SCC Bookstore	Textbook	MORTON	\$2,266.58
TX-HAWK003124	12/18/2016	31	SCC Bookstore	Textbook	PERSEUS BOOKS GROUP	\$500.00
TX-HAWK003125	12/18/2016	31	SCC Bookstore	Textbook	ARCHIMEDES PUBLISHING	\$1,908.00
TX-HAWK003126	12/18/2016	31	SCC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$3,357.94
TX-HAWK003127	12/18/2016	31	SCC Bookstore	Textbook	AMERICAN WATER WORKS ASSN	\$1,296.90
TX-HAWK003128	12/18/2016	31	SCC Bookstore	Textbook	VISTA HIGHER LEARNING	\$22,760.00
TX-HAWK003130	12/18/2016	31	SCC Bookstore	Textbook	F & W PUBLISHERS	\$190.80
TX-HAWK003131	12/18/2016	31	SCC Bookstore	Textbook	SAGE PUBLICATIONS, INC.	\$1,071.20
TX-HAWK003132	12/18/2016	31	SCC Bookstore	Textbook	DAWN SIGN PRESS	\$2,718.40
TX-HAWK003133	12/18/2016	31	SCC Bookstore	Textbook	ROCKWELL PUBLISHING	\$895.25
TX-HAWK003134	12/18/2016	31	SCC Bookstore	Textbook	TAYLOR & FRANCIS	\$2,202.68
TX-HAWK003135	12/18/2016	31	SCC Bookstore	Textbook	DRAMATISTS PLAY SERVICE	\$86.40
TX-HAWK003136	12/18/2016	31	SCC Bookstore	Textbook	BLUEDOOR	\$13,952.25
TX-HAWK003137	12/18/2016	31	SCC Bookstore	Textbook	CHANNING L. BETE	\$387.50
TX-HAWK003138	12/18/2016	31	SCC Bookstore	Textbook	EDUCATIONAL TEXTBOOK COMP	\$1,525.00
TX-HAWK003139	12/18/2016	31	SCC Bookstore	Textbook	LIGHTNING PUBS	\$760.00
TX-HAWK003140	12/18/2016	31	SCC Bookstore	Textbook	TAYLOR & FRANCIS	\$649.04
TX-HAWK003146	1/6/2017	31	SCC Bookstore	Textbook	OXFORD UNIVERSITY PRESS,	\$344.25
TX-HAWK003147	1/6/2017	31	SCC Bookstore	Textbook	CENGAGE LEARNING	\$2,401.50
TX-HAWK003148	1/6/2017	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$3,009.87
TX-HAWK003151	1/6/2017	31	SCC Bookstore	Textbook	NORTON, INC.	\$9,395.00
TX-HAWK003152	1/6/2017	31	SCC Bookstore	Textbook	CAMBRIDGE UNIVERSITY PRES	\$1,005.00
TX-HAWK003155	1/6/2017	31	SCC Bookstore	Textbook	CENGAGE LEARNING	\$953.25
TX-HAWK003156	1/10/2017	31	SCC Bookstore	Textbook	BVT PUBLISHING	\$600.00

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-HAWK003158	1/20/2017	31	SCC Bookstore	Textbook	CENGAGE LEARNING	\$446.25
TX-HAWK003159	1/23/2017	31	SCC Bookstore	Textbook	MPS FORMERLY VHPS	\$4,550.00
TX-HAWK003160	1/23/2017	31	SCC Bookstore	Textbook	NACSCORP	\$982.78
TX-HAWK003161	1/23/2017	31	SCC Bookstore	Textbook	KENDALL PUBLISHING	\$953.80
TX-HAWK003163	1/23/2017	31	SCC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$3,772.00
TX-HAWK003164	1/23/2017	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$1,017.00
TX-HAWK003165	1/23/2017	31	SCC Bookstore	Textbook	FLAT WORLD KNOWLEDGE	\$1,092.00
TX-HAWK003166	1/23/2017	31	SCC Bookstore	Textbook	NORTON, INC.	\$4,745.00
TX-HAWK003167	1/23/2017	31	SCC Bookstore	Textbook	DAWN SIGN PRESS	\$407.76
TX-HAWK003168	1/23/2017	31	SCC Bookstore	Textbook	JOHN WILEY & SONS, INC	\$1,740.00
TX-HAWK003172	1/23/2017	31	SCC Bookstore	Textbook	JOHN WILEY & SONS, INC	\$3,675.00
TX-HAWK003173	1/23/2017	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$539.80
TX-HAWK003175	1/25/2017	31	SCC Bookstore	Textbook	AMAZON	\$3,285.98
TX-HAWK003177	1/25/2017	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$3,709.50
TX-HAWK003179	1/25/2017	31	SCC Bookstore	Textbook	CENGAGE LEARNING	\$14,600.00
TX-HAWK003181	1/25/2017	31	SCC Bookstore	Textbook	NORTON, INC.	\$2,760.00
TX-HAWK003182	1/25/2017	31	SCC Bookstore	Textbook	MPS FORMERLY VHPS	\$2,040.00
TX-HAWK003183	1/25/2017	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$8,064.00
TX-HAWK003185	1/25/2017	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$1,654.75
TX-HAWK003187	1/25/2017	31	SCC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$1,002.32
TX-HAWK003189	1/26/2017	31	SCC Bookstore	Textbook	XYZ TEXTBOOKS	\$4,950.00
TX-HAWK003190	1/26/2017	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$2,325.00
TX-HAWK003191	1/30/2017	31	SCC Bookstore	Textbook	CENGAGE LEARNING	\$1,124.00
TX-HAWK003192	1/30/2017	31	SCC Bookstore	Textbook	NORTON, INC.	\$336.00
TX-HAWK003193	1/30/2017	31	SCC Bookstore	Textbook	ROCKWELL PUBLISHING	\$337.10
TX-HAWK003194	1/30/2017	31	SCC Bookstore	Textbook	NACSCORP	\$224.02
TX-HAWK003196	1/30/2017	31	SCC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$2,325.00
TX-HAWK003197	1/30/2017	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$670.00
TX-HAWK003198	1/30/2017	31	SCC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$100.27
TX-HAWK003199	1/30/2017	31	SCC Bookstore	Textbook	AMAZON	\$644.00
TX-HAWK003200	2/1/2017	31	SCC Bookstore	Textbook	BLUEDOOR	\$4,676.00
TX-HAWK003201	2/1/2017	31	SCC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$4,022.08
TX-HAWK003202	2/1/2017	31	SCC Bookstore	Textbook	NORTON, INC.	\$568.80
TX-HAWK003203	2/1/2017	31	SCC Bookstore	Textbook	NACSCORP	\$102.60
TX-HAWK003204	2/1/2017	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$7,527.25
TX-HAWK003205	2/1/2017	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$1,036.75
TX-HAWK003206	2/1/2017	31	SCC Bookstore	Textbook	AMAZON	\$492.11

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-HAWK003207	2/1/2017	31	SCC Bookstore	Textbook	TEACHERS COLLEGE PRESS	\$479.04
TX-HAWK003208	2/2/2017	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$4,221.00
TX-HAWK003209	2/2/2017	31	SCC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$423.00
TX-HAWK003210	2/6/2017	31	SCC Bookstore	Textbook	MPS FORMERLY VHPS	\$2,295.00
TX-HAWK003211	2/6/2017	31	SCC Bookstore	Textbook	OXFORD UNIVERSITY PRESS,	\$635.60
TX-HAWK003212	2/6/2017	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$3,802.50
TX-HAWK003213	2/7/2017	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$2,453.94
TX-HAWK003214	2/7/2017	31	SCC Bookstore	Textbook	NORTON, INC.	\$1,260.00
TX-HAWK003215	2/7/2017	31	SCC Bookstore	Textbook	KENDALL PUBLISHING	\$3,242.92
TX-HAWK003216	2/7/2017	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$2,584.75
TX-HAWK003217	2/7/2017	31	SCC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$1,107.00
TX-HAWK003218	2/7/2017	31	SCC Bookstore	Textbook	AMAZON	\$59.93
TX-HAWK003219	2/7/2017	31	SCC Bookstore	Textbook	H&H PUBLISHING	\$843.75
TX-HAWK003220	2/7/2017	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$35.25
TX-HAWK003221	2/8/2017	31	SCC Bookstore	Textbook	MCGRAW-HILL CREATE (PRIMIS)	\$15,886.50
TX-HAWK003223	2/8/2017	31	SCC Bookstore	Textbook	MCGRAW-HILL CREATE (PRIMIS)	\$2,648.25
TX-HAWK003224	2/8/2017	31	SCC Bookstore	Textbook	AMAZON	\$150.80
TX-HAWK003226	2/9/2017	31	SCC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$81.99
TX-HAWK003227	2/10/2017	31	SCC Bookstore	Textbook	NACSCORP	\$3,697.45
TX-HAWK003228	2/10/2017	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$9,791.20
TX-HAWK003229	2/10/2017	31	SCC Bookstore	Textbook	OXFORD UNIVERSITY PRESS,	\$239.40
TX-HAWK003230	2/10/2017	31	SCC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$931.50
TX-HAWK003231	2/10/2017	31	SCC Bookstore	Textbook	MPS FORMERLY VHPS	\$2,475.00
TX-HAWK003232	2/10/2017	31	SCC Bookstore	Textbook	NORTON, INC.	\$1,289.10

Grand Total : **\$1,629,718.63**

Legend for All Funds at RSCCD	
Fund	Description
11	General Fund Unrestricted
12	General Fund Restricted
13	GF Unrestricted One-Time Funds
21	Bond Int & Red Fund, Series A
22	Bond Int & Red Fund, Series B
23	Bond Int & Red Fund, Series C
24	Bond Interest & Redemp Fund
31	Bookstore Fund
33	Child Development Fund
41	Capital Outlay Projects Fund
42	Bond Fund, Measure E
43	Bond Fund, Measure Q
51	Fixed Assets
52	Cash Flow Fund
61	Property and Liability Fund
62	Workers' Compensation Fund
63	Retiree Benefits Fund
71	Associated Students Fund
72	Representation Fee Trust Fund
74	Student Financial Aid Fund
76	Community Education Fund
79	Diversified Trust Fund
81	Diversified Agency Fund
91	Foundation Gen Op Fund Uninvst
92	Foundation Gen Op Fund Invest
93	Foundation Trust Fund Uninvest
94	Foundation Trust Fund Invested
95	Foundation Scholar Fund Uninvt
96	Foundation Scholar Fund Invest
97	Foundation Rest Rev Fund Uninv
98	Foundation Rest Rev Fund Invst
99	Foundation Endowment Fund

Legend: * = Multiple Funds for this P.O.

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**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM DECEMBER 13, 2016 THROUGH FEBRUARY 10, 2017
BOARD MEETING OF FEBRUARY 27, 2017**

P.O. #	Amount	Description	Department	Comment
TX-DON004040	\$13,349.11	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from Pearson Education. Manager Review and Approval - Rhonda Langston 12/18/16
TX-DON004114	\$249,501.40	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from Pearson Education. Manager Review and Approval - Rhonda Langston 12/19/16
TX-DON004115	\$18,347.50	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from Norton, Inc. Manager Review and Approval - Rhonda Langston 12/19/16
TX-DON004116	\$29,278.85	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from Cengage Learning. Manager Review and Approval - Rhonda Langston 12/19/16
TX-DON004117	\$158,818.42	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from McGraw-Hill Publishing. Manager Review and Approval - Rhonda Langston 12/20/16
TX-DON004118	\$52,227.47	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from Nebraska Book Company. Manager Review and Approval - Rhonda Langston 12/20/16
TX-DON004119	\$30,018.25	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from MBS Textbook Exchange. Manager Review and Approval - Rhonda Langston 12/27/16

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM DECEMBER 13, 2016 THROUGH FEBRUARY 10, 2017
BOARD MEETING OF FEBRUARY 27, 2017**

P.O. #	Amount	Description	Department	Comment
TX-DON004128	\$13,609.79	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from Nebraska Book Company. Manager Review and Approval - Rhonda Langston 1/10/17
TX-DON004140	\$26,788.72	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from Pearson Education. Manager Review and Approval - Rhonda Langston 1/23/17
TX-DON004145	\$15,998.17	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from Pearson Education. Manager Review and Approval - Rhonda Langston 1/23/17
TX-DON004162	\$22,100.98	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from John Wiley & Sons, Inc. Manager Review and Approval - Rhonda Langston 1/23/17
TX-DON004168	\$10,533.80	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from Dawn Sign Press Manager Review and Approval - Rhonda Langston 1/23/17
TX-DON004169	\$11,830.00	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from Argus. Manager Review and Approval - Rhonda Langston 1/23/17
TX-DON004196	\$14,718.93	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from Nebraska Book CO. Manager Review and Approval - Rhonda Langston 1/30/17
TX-DON004169	\$19,525.63	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from Pearson Education. Manager Review and Approval - Rhonda Langston 1/30/17

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM DECEMBER 13, 2016 THROUGH FEBRUARY 10, 2017
BOARD MEETING OF FEBRUARY 27, 2017**

P.O. #	Amount	Description	Department	Comment
TX-DON004169	\$14,616.00	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from IFSTA. Manager Review and Approval - Rhonda Langston 1/30/17
TX-DON004169	\$19,137.50	Textbooks for resale : Spring 2017	SAC Bookstore	Purchased from Pearson Education. Manager Review and Approval - Rhonda Langston 2/8/17
TX-DON004169	\$40,986.06	Textbooks for resale : Spring 2017	SCC Bookstore	Purchased from Nebraska Book Company. Manager Review and Approval - Bill Jeffery 12/16/16
TX-DON004169	\$14,048.19	Textbooks for resale : Spring 2017	SCC Bookstore	Purchased from MBS Textbook Exchange. Manager Review and Approval - Bill Jeffery 12/16/16
TX-DON004169	\$120,619.61	Textbooks for resale : Spring 2017	SCC Bookstore	Purchased from Pearson Education. Manager Review and Approval - Bill Jeffery 12/18/16
TX-DON004169	\$10,872.22	Textbooks for resale : Spring 2017	SCC Bookstore	Purchased from MPS. Manager Review and Approval - Bill Jeffery 12/18/16
TX-DON004169	\$36,652.24	Textbooks for resale : Spring 2017	SCC Bookstore	Purchased from Norton Inc. Manager Review and Approval - Bill Jeffery 12/18/16

5.6 (42)

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM DECEMBER 13, 2016 THROUGH FEBRUARY 10, 2017
BOARD MEETING OF FEBRUARY 27, 2017**

P.O. #	Amount	Description	Department	Comment
TX-DON004169	\$65,739.64	Textbooks for resale : Spring 2017	SCC Bookstore	Purchased from McGraw Hill Publishing. Manager Review and Approval - Bill Jeffery 12/18/16
TX-DON004169	\$36,743.17	Textbooks for resale : Spring 2017	SCC Bookstore	Purchased from Cengage Learning. Manager Review and Approval - Bill Jeffery 12/18/16
TX-DON004169	\$10,442.07	Textbooks for resale : Spring 2017	SCC Bookstore	Purchased from John Wiley & Sons Inc. Manager Review and Approval - Bill Jeffery 12/18/16
TX-DON004169	\$13,613.46	Textbooks for resale : Spring 2017	SCC Bookstore	Purchased from McGraw-Hill Create. Manager Review and Approval - Bill Jeffery 12/18/16
TX-DON004169	\$22,760.00	Textbooks for resale : Spring 2017	SCC Bookstore	Purchased from Vista Higher Learning. Manager Review and Approval - Bill Jeffery 12/18/16
TX-DON004169	\$13,952.25	Textbooks for resale : Spring 2017	SCC Bookstore	Purchased from Bluedoor. Manager Review and Approval - Bill Jeffery 12/18/16
TX-DON004169	\$14,600.00	Textbooks for resale : Spring 2017	SCC Bookstore	Purchased from Cengage Learning. Manager Review and Approval - Bill Jeffery 1/25/17
TX-DON004169	\$15,886.50	Textbooks for resale : Spring 2017	SCC Bookstore	Purchased from McGraw-Hill Create. Manager Review and Approval - Bill Jeffery 2/8/17
17-B0001148	\$39,341.70	Furniture for SAC - The Spot	Student Life	CMAS #4-09-71-0075B. Board Approved June 9, 2014

5.6 (43)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To:	Board of Trustees	Board Date: February 27, 2017
Re:	Approval of Resource Development Items	
Action:	Request for Approval	

ANALYSIS

Items for the following categorical program were developed:

	<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
1.	Calrecycle Beverage Container Recycling Grant (District) The RSCCD Purchasing Department received a grant award from CalRecycle, Department of Resources, Recycling and Recovery to implement a project across the District's various campuses and sites to improve its recycling program capacity through source separation of beverage containers. A recycling consultant will assist in the design and implementation of the program, monitoring the grant, and develop educational and outreach materials. (16/17). <i>No match required.</i>	01/01/2017	191,200
2.	Career Technical Education Data Unlocked Initiative (District) – <i>Augmentation</i> Grant award from the California Community Colleges Chancellor's Office to serve as the Fiscal Agent for the CTE Data Unlocked grant to process sub-agreements to help colleges improve the quality, accessibility, and utility of student outcome and labor market data to support career and technical education program development and improvement efforts. The CTE DU Initiative offers the California Community Colleges and Doing What Matters for Jobs and the Economy grantees a suite of tools, training, technical assistance, and funding to support this goal. Part of the initiative is that participating colleges will receive funding through the Fiscal Agent to support these activities, as well as technical assistance. (16/17). <i>No match required.</i>	11/01/2016	\$80,000
3.	Disabled Students Programs & Services (DSPS) (SAC) Annual allocation from the California Community Colleges Chancellor's Office to provide services for disabled students. (16/17). <i>Match is \$562,379 that consists of DSPS staff salary and benefits.</i>	11/28/2016	\$1,167,322

Fiscal Impact: \$27,520,158	Board Date: February 27, 2017
Item Prepared by: Maria N. Gil, Resource Development Coordinator	
Item Submitted by: Enrique Perez, J.D., Interim Vice Chancellor of Educational Services	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
<p>4. Project RAISE (Regional Alliance in STEM Education) – Year 1 (SAC) First year of a five-year sub-award grant from California State University, Fullerton to serve as a partner in their U.S. Department of Education grant, Title III Hispanic-Serving Institutions (HSI) STEM and Articulation Programs. Project RAISE will implement a variety of project components to increase the number of Hispanic and low-income students who pursue STEM majors, as well as their persistence, retention and graduation rates in support of the goals and objectives of the project. (16/17). <i>No match required.</i></p>	01/05/2017	\$20,000
<p>5. Strong Workforce Program – Regional Share (District) Funds from the California Community Colleges Chancellor’s Office, Workforce and Economic Development Division for RSCCD to serve as the Fiscal Agent. Project funds will be utilized to improve the quality and increase the quantity of career technical education programs in response to regional labor market needs and to achieve successful workforce outcomes leading to high-demand, high wage jobs. As the Fiscal Agent, RSCCD will develop sub-agreements, procedures, tracking systems and timelines in collaboration with the Regional Consortia for disbursement of Strong Workforce Program funds to districts within the LA/OC regions. (16/17). <i>No match required.</i></p>	7/1/2016	\$26,038,597
<p>6. Urban Agriculture Community-Based Research Experience (U-ACRE 3.0) (SAC) First year of a four-year sub-award grant from California State University, Fullerton to serve as a partner in their U.S. Department of Agriculture (USDA) National Institute of Food and Agriculture (NIFA), Hispanic-Serving Institutions (HSI) Education Grants Program. Project U-ACRE will enhance the student research experience through community engagement, faculty-mentoring support, and engaging in sustainability internships to enrich students’ experiential leaning and support their achievement. (16/17). <i>No match required.</i></p>	01/06/2017	\$16,500
<p>7. Workforce Investment Act Title I - Youth Grant/Seeds to Trees – CASP (SAC) Sub-award from the City of Santa Ana, Santa Ana Public Library to provide a Career Academy Scholars Program (CASP) for twenty-two (22) at-risk youth to offer college guidance and study skills classes (16/17). <i>No match required.</i></p>	01/09/2017	\$6,539

RECOMMENDATION

It is recommended that the Board approve these items and that the Vice Chancellor, Business Operations/Fiscal Services or his designee be authorized to enter into related contractual agreements on behalf of the district.

Fiscal Impact: \$27,520,158	Board Date: February 27, 2017
Item Prepared by: Maria N. Gil, Resource Development Coordinator	
Item Submitted by: Enrique Perez, J.D., Interim Vice Chancellor of Educational Services	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

SPECIAL PROJECT DETAILED BUDGET #2xxx
NAME: Calrecycle Beverage Container Recycling Grant (DO)
FISCAL YEAR: 2016/2017 & 2017/2018

CONTRACT PERIOD:
CONTRACT INCOME: \$191,200

PROJ. ADM. Peter J. Hardash
 PROJ. DIR. Tracey Conner-Crabbe

GRANT #

DATE: 02/10/17

Datatel String	Description	Debit	Credit
12-2220-000000-50000-8659	Other Reimb Categorical All		191,200
12-2xxx-679000-54151-4610	Supplies - Non-instructional - education & outreach materials - 6-gallon deskside bins - Slim Jim bins for offices - outdoor toter style bins	54,300	
12-2xxx-679000-54151-5100	Contracted Services	47,500	
12-2xxx-679000-54151-6409	Equipment - All Other > \$200 < \$1,000 - outdoor metal bins - Tilt Trucks	51,000	
12-2xxx-679000-54151-6411	Equipment - All Other > \$5,000 collection vehicles	36,000	
12-2xxx-675000-54151-5210	Conference/Travel	2,400	
	TOTAL	191,200	191,200

SPECIAL PROJECT DETAILED BUDGET #2220
NAME: CTE Data Unlocked
FISCAL YEAR: 2016/2017 & 2017/2018

CONTRACT PERIOD: 06/01/16 - 05/31/2018

PROJ. ADM. ENRIQUE PEREZ
 PROJ. DIR. SARAH SANTOYO

CONTRACT INCOME:	\$	15,000,000
15/16 EXPENDITURES:	\$	(832)
2016/17 CARRYOVER:	\$	14,999,168
2016/17 Augmentation	\$	80,000
Revised 2016/17 Balance	\$	15,079,168
In #2220	\$	15,039,168
In #2186 for Sector Navigator ICT/Digital Media*	\$	40,000

GRANT # 15-197-001

DATE: 02/09/17

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2220-000000-50000-8659	Other Reimb Categorical All		14,959,168		15,039,168		80,000
12-2220-672000-50000-5865	Indirect Costs : District O 4%	576,891		579,968		3,077	
LA/OC Regional Consortia							
12-2220-675000-53306-5210	Conference Expenses : LA/OC	2,000		2,000		0	
12-2220-679000-53306-2130	Classified Employees : LA/O	23,353		23,353		0	
12-2220-679000-53306-3215	PERS - Non-Instructional :	3,243		3,243		0	
12-2220-679000-53306-3315	OASDHI - Non-Instructional	1,504		1,504		0	
12-2220-679000-53306-3325	Medicare - Non-Instructiona	352		352		0	
12-2220-679000-53306-3415	H & W - Non-Instructional :	13,530		13,530		0	
12-2220-679000-53306-3435	H & W - Retiree Fund Non-In	208		208		0	
12-2220-679000-53306-3515	SUI - Non-Instructional : L	12		12		0	
12-2220-679000-53306-3615	WCI - Non-Instructional : L	546		546		0	
12-2220-679000-53306-3915	Other Benefits - Non-Instru	53		53		0	
12-2220-679000-53306-4610	Non-Instructional Supplies	6,800		6,800		0	
12-2220-679000-53306-4710	Food and Food Service Suppl	3,200		3,200		0	
12-2220-679000-53306-5100	Contracted Services : LA/OC	140,500		140,500		0	
12-2220-679000-53306-5220	Mileage/Parking Expenses :	999		999		0	
12-2220-679000-53306-6414	Equip-Mod Furn>\$1,000 < \$5,	3,700		3,700		0	
Resource Development							
12-2220-675000-53345-5210	Conference Expenses : Resou	1,620		5,000		3,380	
12-2220-679000-53345-2110	Classified Management : Res	79,200		79,200		0	
12-2220-679000-53345-2130	Classified Employees : Reso	111,654		111,654		0	

6.1 (4)

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2220-679000-53345-2320	Classified Employees - Hour	0		15,000		15,000	
12-2220-679000-53345-2345	Professional Experts : Reso	0		400		400	
12-2220-679000-53345-3215	PERS - Non-Instructional :	22,610		22,610		0	
12-2220-679000-53345-3315	OASDHI - Non-Instructional	11,833		11,833		0	
12-2220-679000-53345-3325	Medicare - Non-Instructiona	2,767		2,767		0	
12-2220-679000-53345-3335	PARS - Non-Instructional :	0		480		480	
12-2220-679000-53345-3415	H & W - Non-Instructional :	76,644		57,384			19,260
12-2220-679000-53345-3435	H & W - Retiree Fund Non-In	1,909		1,909		0	
12-2220-679000-53345-3515	SUI - Non-Instructional : R	95		95		0	
12-2220-679000-53345-3615	WCI - Non-Instructional : R	4,580		4,580		0	
12-2220-679000-53345-3915	Other Benefits - Non-Instru	5,849		5,849		0	
12-2220-679000-53345-4610	Non-Instructional Supplies	9,500		9,500		0	
12-2220-679000-53345-5100	Contracted Services : Resou	13,837,472		13,914,395		76,923	
12-2220-679000-54212-2320	Classified Employees - Hour	15,577		15,577		0	
12-2220-679000-54212-3325	Medicare - Non-Instructiona	226		226		0	
12-2220-679000-54212-3335	PARS - Non-Instructional :	203		203		0	
12-2220-679000-54212-3435	H & W - Retiree Fund Non-In	156		156		0	
12-2220-679000-54212-3515	SUI - Non-Instructional : A	8		8		0	
12-2220-679000-54212-3615	WCI - Non-Instructional : A	374		374		0	
		14,959,168	14,959,168	15,039,168	15,039,168	99,260	99,260

* CCCCCO allocated \$40,000 to each Sector Navigator in the state. Since RSCCD hosts the Sector Navigator ICT/Digital Media a separate project number was created for this allocation of CTE Data Unlocked funds.

Datatel String	Description	Debit	Credit
12-2186-000000-50000-8659			40,000
12-2186-679000-53305-5100	Contracted Services	40,000	

6.1 (5)

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: Disabled Student Programs and Services (DSPS) - SAC
FISCAL YEAR: 2016/2017

CONTRACT PERIOD: 7/01/16 - 6/30/17
 CONTRACT INCOME: \$1,167,322 - SAC P1 Allocations
Prime Sponsor: CCC Chancellor's Office
Fiscal Agent: RSCCD
CFDA #: N/A; Award #: N/A

PROJ. ADM. S. Lundquist
 PROJ. DIR. Veronica Oforlea

Date: 02/03/17

GL Accounts	Description	Allocated Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-000000-10000-8623	DSPS : Santa Ana College		1,265,742		1,167,322	98,420	
12-2230-642000-19521-1210	Academic Management : DSPS Office - Veronica Oforlea (50%)	49,557		68,490		18,933	
12-2230-642000-19521-1250	Contract Coordinator : DSPS Office - Renee Miller (60% + Stipend)	58,012		60,328		2,316	
12-2230-642000-19521-1430	Part-Time Counselors : DSPS Office	15,000		-			15,000
12-2230-642000-19521-1435	Int/Sum - Counselors,Part-Time : DSPS Office - Mark Turner (summer 2016 & intersession 2017)	-		2,809		2,809	
12-2230-642000-19521-1454	Int/Sum Beyond Contr-Coordinat : DSPS Office - Renee Miller (summer 2016 & intersession 2017)	3,550		3,167			383
12-2230-642000-19521-2130	Classified Employees : DSPS Office - Marisol Sanchez (100%) interim admin secretary (6 mos) - Admin. Secretary (100%) for 6 mos - Jan Krzeminski - sub to Nov.	47,385		46,079			1,306
12-2230-642000-19521-2320	Classified Employees - Hourly : DSPS Office - Quynh Nguyen (3B-5B)	3,050		4,523		1,473	
12-2230-642000-19521-2340	Student Assistants - Hourly : DSPS Office	1,300		1,300		-	-
12-2230-642000-19521-3115	STRS - Non-Instructional : DSPS Office	12,119		8,341			3,778
12-2230-642000-19521-3215	PERS - Non-Instructional : DSPS Office	5,975		16,540		10,565	
12-2230-642000-19521-3315	OASDHI - Non-Instructional : DSPS Office	3,211		7,554		4,343	
12-2230-642000-19521-3325	Medicare - Non-Instructional : DSPS Office	2,615		2,739		124	
12-2230-642000-19521-3415	H & W - Non-Instructional : DSPS Office	19,049		33,737		14,688	
12-2230-642000-19521-3435	H & W - Retiree Fund Non-Inst : DSPS Office	1,820		1,902		82	
12-2230-642000-19521-3515	SUI - Non-Instructional : DSPS Office	90		94		4	
12-2230-642000-19521-3615	WCI - Non-Instructional : DSPS Office	4,367		4,279			88
12-2230-642000-19521-3915	Other Benefits - Non-Instruct : DSPS Office	2,100		3,498		1,398	

1.9 (9)

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: Disabled Student Programs and Services (DSPS) - SAC
FISCAL YEAR: 2016/2017

CONTRACT PERIOD: 7/01/16 - 6/30/17
 CONTRACT INCOME: \$1,167,322 - SAC P1 Allocations
Prime Sponsor: CCC Chancellor's Office
Fiscal Agent: RSCCD
CFDA #: N/A; Award #: N/A

PROJ. ADM. S. Lundquist
 PROJ. DIR. Veronica Oforlea

Date: 02/03/17

GL Accounts	Description	Allocated Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-642000-19521-4520	Repair & Replacement Parts : DSPS Office	337		337		-	-
12-2230-642000-19521-4610	Non-Instructional Supplies : DSPS Office	10,350		11,050		700	
12-2230-642000-19521-4710	Food and Food Service Supplies : DSPS Office	676		676		-	-
12-2230-642000-19521-5100	Contracted Services : DPSP Office	4,000		4,000		-	-
12-2230-642000-19521-5610	Lease Agreement - Equipment : DSPS Office	6,000		6,000		-	-
12-2230-642000-19521-5630	Maint Contract - Office Equip : DSPS Office	3,476		3,476		-	-
12-2230-642000-19521-5845	Excess/Copies Useage : DSPS Office	1,884		2,500		616	
12-2230-642000-19521-5925	Postage : DSPS Office	60		110		50	
12-2230-642000-19521-5940	Reproduction/Printing Expenses : DSPS Office	200		2,506		2,306	
12-2230-642000-19521-5950	Software License & Fees : DSPS Office	4,000		8,950		4,950	
12-2230-642000-19521-6409	Equip-All Other >\$200<\$1,000 : DSPS Office	700		700		-	
12-2230-642000-19521-6410	Equip-All Other >\$1,000<\$5,000 : DSPS Office	30,115		-			30,115
12-2230-642000-19521-6411	Equip-All Other > \$5,000 : DSPS Office	89,915		-			89,915
12-2230-642000-19521-6418	Equip-Software >\$1,000 <\$5,000 : DSPS Office	25,350		36,950		11,600	
12-2230-642000-19521-6419	Equip-Software > \$5,000 : DSPS Office	12,905		-			12,905
12-2230-642000-19521-6421	Equip-Tablet/Laptop>\$200<\$1000 : DSPS Office	12,000		-			12,000
12-2230-675000-19521-5210	Conference Expenses : DSPS Office	7,142		13,142		6,000	
Total Department 19521 DSPS Office		438,310	-	355,777	-		
12-2230-499900-19523-2420	Inst Assistant - Hourly : Deaf & Hard of Hear	165,000		3,000			162,000
12-2230-499900-19523-2445	Professional Experts - Instruc : Deaf & Hard - Interpreters - hourly	-		110,588		110,588	
12-2230-499900-19523-3211	PERS - Instructional : Deaf & Hard of Hearing	7,819		6,144			1,675
12-2230-499900-19523-3311	OASDHI - Instructional : Deaf & Hard of Heari	4,092		2,742			1,350
12-2230-499900-19523-3321	Medicare - Instructional : Deaf & Hard of Hea	2,393		1,604			789
12-2230-499900-19523-3331	PARS - Instructional : Deaf & Hard of Hearing	1,287		1,197			90
12-2230-499900-19523-3431	H & W - Retiree Fund Inst : Deaf & Hard of He	1,650		1,106			544

6.1 (7)

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: Disabled Student Programs and Services (DSPS) - SAC
FISCAL YEAR: 2016/2017

CONTRACT PERIOD: 7/01/16 - 6/30/17
 CONTRACT INCOME: \$1,167,322 - SAC P1 Allocations
Prime Sponsor: CCC Chancellor's Office
Fiscal Agent: RSCCD
CFDA #: N/A; Award #: N/A

PROJ. ADM. S. Lundquist
 PROJ. DIR. Veronica Oforlea

Date: 02/03/17

GL Accounts	Description	Allocated Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-499900-19523-3511	SUI - Instructional : Deaf & Hard of Hearing	83		56			27
12-2230-499900-19523-3611	WCI - Instructional : Deaf & Hard of Hearing	3,960		2,489			1,471
12-2230-642000-19523-5100	Contracted Services : Deaf & Hard of Hearing	166,804		166,804		-	-
12-2230-642000-19523-5880	Internet Services : Deaf & Hard of Hearing	800		800		-	-
Total Department 19523 Deaf & Hard of Hearing		353,888	-	296,530	-		
12-2230-493030-19524-5950	Software License and Fees : High Tech Center	5,280		5,280		-	-
12-2230-642000-19524-2130	Classified Employees : High Tech Center DSPS - Angela Tran (100%)	66,652		71,915		5,263	
12-2230-642000-19524-2320	Classified Employees - Hourly : High Tech Center - Liza Gomez's additional hrs	-		5,490		5,490	
12-2230-642000-19524-2340	Student Assistants - Hourly : High Tech Cente	700		1,500		800	
12-2230-642000-19524-3215	PERS - Non-Instructional : High Tech Center D	7,896		10,750		2,854	
12-2230-642000-19524-3315	OASDHI - Non-Instructional : High Tech Center	4,216		4,892		676	
12-2230-642000-19524-3325	Medicare - Non-Instructional : High Tech Cent	986		1,144		158	
12-2230-642000-19524-3415	H & W - Non-Instructional : High Tech Center	7,387		7,771		384	
12-2230-642000-19524-3435	H & W - Retiree Fund Non-Inst : High Tech Cen	687		804		117	
12-2230-642000-19524-3515	SUI - Non-Instructional : High Tech Center DS	34		39		5	
12-2230-642000-19524-3615	WCI - Non-Instructional : High Tech Center DS	1,649		1,809		160	
12-2230-642000-19524-3915	Other Benefits - Non-Instruct : High Tech Cen	1,350		1,500		150	
12-2230-642000-19524-5605	Contracted Repair Services : High Tech Center	1,321		1,321		-	-
Total Department 19524 High Tech Center DSPS		98,158	-	114,215	-		
12-2230-493031-19525-1110	Contract Instructors : Learning Disabled - Louise Janus (50%) - Mark Turner (50%)	88,317		91,292		2,975	
12-2230-493031-19525-2420	Inst Assistant - Hourly : Learning Disabled	6,000		6,000		-	-
12-2230-493031-19525-3111	STRS - Instructional : Learning Disabled	4,591		5,569		978	
12-2230-493031-19525-3211	PERS - Instructional : Learning Disabled	5,394		6,531		1,137	

6.1 (8)

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: Disabled Student Programs and Services (DSPS) - SAC
FISCAL YEAR: 2016/2017

CONTRACT PERIOD: 7/01/16 - 6/30/17
 CONTRACT INCOME: \$1,167,322 - SAC P1 Allocations
Prime Sponsor: CCC Chancellor's Office
Fiscal Agent: RSCCD
CFDA #: N/A; Award #: N/A

PROJ. ADM. S. Lundquist
 PROJ. DIR. Veronica Oforlea

Date: 02/03/17

GL Accounts	Description	Allocated Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-493031-19525-3311	OASDHI - Instructional : Learning Disabled	2,862		2,954		92	
12-2230-493031-19525-3321	Medicare - Instructional : Learning Disabled	1,386		1,429		43	
12-2230-493031-19525-3331	PARS - Instructional : Learning Disabled	78		78		-	-
12-2230-493031-19525-3411	H & W - Instructional : Learning Disabled	18,925		19,524		599	
12-2230-493031-19525-3431	H & W - Retiree Fund Inst : Learning Disabled	956		985		29	
12-2230-493031-19525-3511	SUI - Instructional : Learning Disabled	48		48		-	
12-2230-493031-19525-3611	WCI - Instructional : Learning Disabled	2,294		2,217			77
12-2230-493031-19525-3911	Other Benefits - Instructional : Learning Dis	1,250		1,250		-	-
12-2230-493031-19525-5215	Online Training Courses : Learning Disabled	900		-			900
12-2230-493031-19525-5950	Software License and Fees : Learning Disabled	4,950		-			4,950
12-2230-493031-19525-6414	Equip-Mod Furn>\$1,000 <\$5,000 : Learning Dis	16,450		-			16,450
12-2230-493031-19525-6418	Equip-Software >\$1,000 <\$5,000 : Learning Dis	11,600		-			11,600
12-2230-642000-19525-1484	Int/Sum Beyond Contr-Reassigned Time	-		958		958	
12-2230-642000-19525-2130	Classified Employees : Learning Disabled <i>- Robert Norris (100%)</i>	59,786		64,528		4,742	
12-2230-642000-19525-3215	PERS - Non-Instructional : Learning Disabled	7,083		8,962		1,879	
12-2230-642000-19525-3315	OASDHI - Non-Instructional : Learning Disable	3,790		4,094		304	
12-2230-642000-19525-3325	Medicare - Non-Instructional : Learning Disab	886		971		85	
12-2230-642000-19525-3415	H & W - Non-Instructional : Learning Disabled	7,289		7,720		431	
12-2230-642000-19525-3435	H & W - Retiree Fund Non-Inst : Learning Disa	611		670		59	
12-2230-642000-19525-3515	SUI - Non-Instructional : Learning Disabled	31		33		2	
12-2230-642000-19525-3615	WCI - Non-Instructional : Learning Disabled	1,467		1,507		40	
12-2230-642000-19525-3915	Other Benefits - Non-Instruct : Learning Disa	1,350		1,500		150	
12-2230-642000-19525-4610	Non-Instructional Supplies : Learning Disable	7,334		-			7,334
12-2230-642000-19525-5220	Mileage/Parking Expenses : Learning Disabled	1,075		1,075		-	-
Total Department 19525 Learning Disabled		256,703	-	229,895	-		

(6) 1.9

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: Disabled Student Programs and Services (DSPS) - SAC
FISCAL YEAR: 2016/2017

CONTRACT PERIOD: 7/01/16 - 6/30/17
 CONTRACT INCOME: \$1,167,322 - SAC P1 Allocations
Prime Sponsor: CCC Chancellor's Office
Fiscal Agent: RSCCD
CFDA #: N/A; Award #: N/A

PROJ. ADM. S. Lundquist
 PROJ. DIR. Veronica Oforlea

Date: 02/03/17

GL Accounts	Description	Allocated Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-642000-19526-2130	Classified Employees : Physically Disabled <i>- Amy Treat (50%)</i>	-		28,918		28,918	
12-2230-642000-19526-3215	PERS - Non-Instructional : Physically Disable	-		4,016		4,016	
12-2230-642000-19526-3315	OASDHI - Non-Instructional : Physically Disab	-		1,839		1,839	
12-2230-642000-19526-3325	Medicare - Non-Instructional : Physically Dis	-		430		430	
12-2230-642000-19526-3415	H & W - Non-Instructional : Physically Disabl	-		7,993		7,993	
12-2230-642000-19526-3435	H & W - Retiree Fund Non-Inst : Physically Di	-		297		297	
12-2230-642000-19526-3515	SUI - Non-Instructional : Physically Disabled	-		15		15	
12-2230-642000-19526-3615	WCI - Non-Instructional : Physically Disabled	-		668		668	
12-2230-642000-19526-3915	Other Benefits - Non-Instruct : Physically Di	-		750		750	
Total Department 19526 Physically Disabled		-	-	44,926	-		
12-2230-642000-19527-1250	Contract Coordinator : Speech/Acquired Brain <i>- Renee Miller (40%)</i>	39,342		39,552		210	
12-2230-642000-19527-1454	Int/Sum Beyond Contr-Coordinat : Speech/Acqui	1,085		1,085		-	-
12-2230-642000-19527-2130	Classified Employees : Speech/Acquired Brain <i>- Ian Krzeminski (100%)</i>	44,374		48,055		3,681	
12-2230-642000-19527-3115	STRS - Non-Instructional : Speech/Acquired Br	4,391		5,175		784	
12-2230-642000-19527-3215	PERS - Non-Instructional : Speech/Acquired Br	5,257		6,674		1,417	
12-2230-642000-19527-3315	OASDHI - Non-Instructional : Speech/Acquired	2,835		3,072		237	
12-2230-642000-19527-3325	Medicare - Non-Instructional : Speech/Acquire	1,256		1,315		59	
12-2230-642000-19527-3415	H & W - Non-Instructional : Speech/Acquired B	15,303		16,058		755	
12-2230-642000-19527-3435	H & W - Retiree Fund Non-Inst : Speech/Acquir	867		907		40	
12-2230-642000-19527-3515	SUI - Non-Instructional : Speech/Acquired Bra	43		45		2	
12-2230-642000-19527-3615	WCI - Non-Instructional : Speech/Acquired Bra	2,080		2,041			39
12-2230-642000-19527-3915	Other Benefits - Non-Instruct : Speech/Acquir	1,850		2,000		150	
Total Department 19527 Speech/Acquired Brain Injury		118,683	-	125,979	-		
Total Project 2230 DSPS		1,265,742	1,265,742	1,167,322	1,167,322	374,786	374,786

6.1 (10)

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: Disabled Student Programs and Services (DSPS) - SAC
FISCAL YEAR: 2016/2017

CONTRACT PERIOD: 7/01/16 - 6/30/17
 CONTRACT INCOME: \$1,167,322 - SAC P1 Allocations
Prime Sponsor: CCC Chancellor's Office
Fiscal Agent: RSCCD
CFDA #: N/A; Award #: N/A

PROJ. ADM. S. Lundquist
 PROJ. DIR. Veronica Oforlea

Date: 02/03/17

GL Accounts	Description	Allocated Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
11-2230-642000-19521-1210	Academic Management : DSPS Office - Veronica Oforlea (50%)	68,491		68,491		-	
11-2230-642000-19521-3215	PERS - Non-Instructional : DSPS Office	9,512		9,512		-	
11-2230-642000-19521-3315	OASDHI - Non-Instructional : DSPS Office	4,324		4,324		-	-
11-2230-642000-19521-3325	Medicare - Non-Instructional : DSPS Office	1,011		1,011		-	-
11-2230-642000-19521-3415	H & W - Non-Instructional : DSPS Office	11,170		11,100			70
11-2230-642000-19521-3435	H & W - Retiree Fund Non-Inst : DSPS Office	697		697		-	
11-2230-642000-19521-3515	SUI - Non-Instructional : DSPS Office	35		35		-	
11-2230-642000-19521-3615	WCI - Non-Instructional : DSPS Office	1,569		1,569		-	
11-2230-642000-19521-3915	Other Benefits - Non-Instruct : DSPS Office	1,250		1,250		-	
Total Department 19521 DSPS Office		98,059	-	97,989	-		
11-2230-499900-19523-2420	Inst Assistant - Hourly : Deaf & Hard of Hear	41,978		-			41,978
11-2230-499900-19523-2445	Professional Experts - Instr. : Deaf & HH - Interpreters	-		27,938		27,938	
11-2230-499900-19523-3211	PERS - Instructional : Deaf & Hard of Hearing	-		1,552		1,552	
11-2230-499900-19523-3311	OASDHI - Instructional : Deaf & HH	-		693		693	
11-2230-499900-19523-3321	Medicare - Instructional : Deaf & Hard of Hea	609		405			204
11-2230-499900-19523-3331	PARS - Instructional : Deaf & Hard of Hearing	546		226			320
11-2230-499900-19523-3431	H & W - Retiree Fund Inst : Deaf & Hard of He	420		279			141
11-2230-499900-19523-3511	SUI - Instructional : Deaf & Hard of Hearing	21		14			7
11-2230-499900-19523-3611	WCI - Instructional : Deaf & Hard of Hearing	945		629			316
11-2230-642000-19523-2130	Classified Employees : Deaf & Hard of Hearing - Ruth Rodriguez (80%)	83,199		83,852		653	
11-2230-642000-19523-3215	PERS - Non-Instructional : Deaf & Hard of Hea	11,555		11,645		90	
11-2230-642000-19523-3315	OASDHI - Non-Instructional : Deaf & Hard of H	5,233		5,273		40	
11-2230-642000-19523-3325	Medicare - Non-Instructional : Deaf & Hard of	1,224		1,233		9	
11-2230-642000-19523-3415	H & W - Non-Instructional : Deaf & Hard of He	17,675		17,540			135

6.1 (1)

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: Disabled Student Programs and Services (DSPS) - SAC
FISCAL YEAR: 2016/2017

CONTRACT PERIOD: 7/01/16 - 6/30/17
 CONTRACT INCOME: \$1,167,322 - SAC P1 Allocations
Prime Sponsor: CCC Chancellor's Office
Fiscal Agent: RSCCD
CFDA #: N/A; Award #: N/A

PROJ. ADM. S. Lundquist
 PROJ. DIR. Veronica Oforlea

Date: 02/03/17

GL Accounts	Description	Allocated Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
11-2230-642000-19523-3435	H & W - Retiree Fund Non-Inst : Deaf & Hard o	844		851		7	
11-2230-642000-19523-3515	SUI - Non-Instructional : Deaf & Hard of Hear	42		42		-	
11-2230-642000-19523-3615	WCI - Non-Instructional : Deaf & Hard of Hear	1,899		1,914		15	
11-2230-642000-19523-3915	Other Benefits - Non-Instruct : Deaf & Hard o	1,200		1,200		-	-
Total Department 19523 Deaf & Hard of Hearing		167,390	-	155,286	-		
11-2230-493031-19524-1110	Contract Instructors : High Tech Center DSPS <i>- Don Dutton's replacement (100%)</i>	-		89,333		89,333	
11-2230-493031-19524-3111	STRS - Instructional : High Tech Center	-		11,238		11,238	
11-2230-493031-19524-3321	Medicare - Instructional : High Tech Center	-		1,313		1,313	
11-2230-493031-19524-3411	H & W - Instructional : High Tech Center	-		26,634		26,634	
11-2230-493031-19524-3431	H & W - Retiree Fund Inst : High Tech Center	-		906		906	
11-2230-493031-19524-3511	SUI - Instructional : High Tech Center	-		45		45	
11-2230-493031-19524-3611	WCI - Instructional : High Tech Center	-		2,038		2,038	
11-2230-493031-19524-3911	Other Benefits - Instructional : High Tech Center	-		1,250		1,250	
Total Department 19524 High Tech Center DSPS		-	-	132,757	-		
11-2230-493031-19525-1110	Contract Instructors : Learning Disabled <i>- Louise Janus (50%)</i> <i>- Mark Turner (50%)</i>	91,292		91,298		6	
11-2230-493031-19525-3111	STRS - Instructional : Learning Disabled	5,569		5,569		-	-
11-2230-493031-19525-3211	PERS - Instructional : Learning Disabled	6,531		6,531		-	-
11-2230-493031-19525-3311	OASDHI - Instructional : Learning Disabled	2,954		2,954		-	-
11-2230-493031-19525-3321	Medicare - Instructional : Learning Disabled	1,342		1,342		-	-
11-2230-493031-19525-3411	H & W - Instructional : Learning Disabled	19,399		19,524		125	
11-2230-493031-19525-3431	H & W - Retiree Fund Inst : Learning Disabled	925		925		-	-
11-2230-493031-19525-3511	SUI - Instructional : Learning Disabled	46		46		-	-
11-2230-493031-19525-3611	WCI - Instructional : Learning Disabled	2,082		2,082		-	-
11-2230-493031-19525-3911	Other Benefits - Instructional : Learning Dis	1,250		1,250		-	-

6.1 (12)

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: Disabled Student Programs and Services (DSPS) - SAC
FISCAL YEAR: 2016/2017

CONTRACT PERIOD: 7/01/16 - 6/30/17
 CONTRACT INCOME: \$1,167,322 - SAC P1 Allocations
Prime Sponsor: CCC Chancellor's Office
Fiscal Agent: RSCCD
CFDA #: N/A; Award #: N/A

PROJ. ADM. S. Lundquist
 PROJ. DIR. Veronica Oforlea

Date: 02/03/17

GL Accounts	Description	Allocated Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
Total Department 19525 Learning Disabled		131,390	-	131,521	-		
11-2230-642000-19526-1250	Contract Coordinator : Physically Disabled	52,225		-			52,225
11-2230-642000-19526-2130	Classified Employees : Physically Disabled - Amy Treat (50%)	57,065		28,918			28,147
11-2230-642000-19526-3115	STRS - Non-Instructional : Physically Disable	6,570		-			6,570
11-2230-642000-19526-3215	PERS - Non-Instructional : Physically Disable	7,925		4,016			3,909
11-2230-642000-19526-3315	OASDHI - Non-Instructional : Physically Disab	3,631		1,739			1,892
11-2230-642000-19526-3325	Medicare - Non-Instructional : Physically Dis	1,616		430			1,186
11-2230-642000-19526-3415	H & W - Non-Instructional : Physically Disabl	30,641		7,993			22,648
11-2230-642000-19526-3435	H & W - Retiree Fund Non-Inst : Physically Di	1,115		297			818
11-2230-642000-19526-3515	SUI - Non-Instructional : Physically Disabled	56		15			41
11-2230-642000-19526-3615	WCI - Non-Instructional : Physically Disabled	2,508		668			1,840
11-2230-642000-19526-3915	Other Benefits - Non-Instruct : Physically Di	2,188		750			1,438
Total Department 19526 Physically Disabled		165,540	-	44,826	-		
Total Project 2230 DSPS		562,379	-	562,379	-	163,885	163,885

6.1 (13)

SPECIAL PROJECT DETAILED BUDGET # 1625
NAME: Project RAISE: Regional Alliance in STEM Education
FISCAL YEAR: 2016/2017

CONTRACT PERIOD: 10/01/16 TO 09/30/2017
 CONTRACT INCOME: \$20,000 (Year 1)

PROJ. ADM. Michelle Priest
 PROJ. DIR. Patricia Oertel

Prime Sponsor: U.S. Department of Education

Date: 02/06/17

Fiscal Agent: CSU Fullerton; Subaward No: S-6386-SAC

CFDA #: 84.031C; Award # P031C160152

GL Account	Description	Debit	Credit
12-1625-000000-10000-8120	Higher Education Act : Santa Ana College		20,000
12-1625-631000-15310-1430	Part-Time Counselors : Counseling	5,141	
12-1625-631000-15310-1433	Beyond Contract - Counselors : Counseling	-	
12-1625-631000-15310-3115	STRS - Non-Instructional : Counseling	647	
12-1625-631000-15310-3325	Medicare - Non-Instructional : Counseling	75	
12-1625-631000-15310-3435	H & W - Retiree Fund Non-Inst : Counseling	51	
12-1625-631000-15310-3515	SUI - Non-Instructional : Counseling	3	
12-1625-631000-15310-3615	WCI - Non-Instructional : Counseling	116	
12-1625-649000-16410-1480	Part-Time Reassigned Time : Biology	2,500	
12-1625-649000-16410-1483	Beyond Contract Reassigned Time : Biology	6,426	
12-1625-649000-16410-3115	STRS - Non-Instructional : Biology	1,137	
12-1625-649000-16410-3325	Medicare - Non-Instructional : Biology	129	
12-1625-649000-16410-3435	H & W - Retiree Fund Non-Inst : Biology	89	
12-1625-649000-16410-3515	SUI - Non-Instructional : Biology	4	
12-1625-649000-16410-3615	WCI - Non-Instructional : Biology	201	
12-1625-649000-16410-4610	Non-Instructional Supplies : Biology	2,000	
12-1625-679000-10000-5865	Indirect Costs : Santa Ana College	1,481	
Total Project 1625 - Project RAISE (SAC)		20,000	20,000

SPECIAL PROJECT DETAILED BUDGET #2xxx
NAME: Strong Workforce Program - Regional Share (District)
FISCAL YEAR 2016/2017

CONTRACT PERIOD: 07/01/2016 - 12/31/2018
CONTRACT AWARD: \$26,038,597
PRIME SPONSOR: California Community Colleges Chancellor's Office
FISCAL AGENT: Rancho Santiago CCD
PRIME AWARD #: Categorical Apportionment

PROJ ADM: Enrique Perez
PROJ DIR: Janeth Manjarrez
Date: 02/13/2017

		New Budget	
GL Account String	Description	Debit	Credit
12-2xxx-000000-50000-8629	Other Gen Categorical Apport : Santa Ana College		26,038,597
Fiscal Agent/Administrative Costs			
12_2xxx_679000_53345_2110	Classified Management : Resource Development Janeth Manjarrez, Director Special Programs (H-2) (100%)	135,101	
12_2xxx_679000_53345_2130	Classified Employees : Resource Development Francisco Villaseñor, Accountant (13-6 +2.5%L) (40%)	41,116	
12_2xxx_679000_53345_2320	Classified Employees - Hourly : Resource Development Hourly Administrative Support (S/T) \$23.46/hr. x 25 hrs./wk. x 39 wks.	22,874	
12_2xxx_679000_53345_3215	PERS - Non-Instructional : Resource Development	24,473	
12_2xxx_679000_53345_3315	OASDHI - Non-Instructional : Resource Development	11,237	
12_2xxx_679000_53345_3325	Medicare - Non-Instructional : Resource Development	2,960	
12_2xxx_679000_53345_3335	PARS - Non-Instructional : Resource Development	297	
12_2xxx_679000_53345_3415	H & W - Non-Instructional : Resource Development	29,553	
12_2xxx_679000_53345_3435	H & W - Retiree Fund Non-Inst : Resource Development	2,041	
12_2xxx_679000_53345_3515	SUI - Non-Instructional : Resource Development	102	
12_2xxx_679000_53345_3615	WCI - Non-Instructional : Resource Development	4,593	
12_2xxx_679000_53345_3915	Other Benefits - Non-Instruct : Resource Development	5,025	
12_2xxx_675000_53345_5210	Conference Expenses : Resource Development	10,000	
12_2xxx_679000_53345_4610	Non-Instructional Supplies : Resource Development	5,000	
12_2xxx_679000_53345_5100	Contracted Services : Resource Development	49,000	
12_2xxx_679000_53345_5220	Mileage/Parking Expenses : Resource Development	1,177	
12_2xxx_679000_53345_6410	Equip-All Other >\$1,000<\$5,000 : Resource Development	3,600	
	Sub-Total Fiscal Agent/Administrative Costs	348,149	
Regional Consortia Infrastructure			
12_2xxx_684000_53306_5999	Special Project Holding Acct : LA/OC Regional Consortia	555,410	
12_2xxx_684000_53306_2110	Classified Management : LA/OC Regional Consortia Director, Orange County Region (C-4) (100%) Director, Los Angeles Region (C-4) (100%)	267,032	
12_2xxx_684000_53306_3215	PERS - Non-Instructional : LA/OC Regional Consortia	37,085	
12_2xxx_684000_53306_3315	OASDHI - Non-Instructional : LA/OC Regional Consortia	16,968	
12_2xxx_684000_53306_3325	Medicare - Non-Instructional : LA/OC Regional Consortia	3,968	
12_2xxx_684000_53306_3415	H & W - Non-Instructional : LA/OC Regional Consortia	57,646	
12_2xxx_684000_53306_3435	H & W - Retiree Fund Non-Inst : LA/OC Regional Consortia	2,737	
12_2xxx_684000_53306_3515	SUI - Non-Instructional : LA/OC Regional Consortia	137	
12_2xxx_684000_53306_3615	WCI - Non-Instructional : LA/OC Regional Consortia	6,158	
12_2xxx_684000_53306_3915	Other Benefits - Non-Instruct : LA/OC Regional Consortia	6,640	
	Sub-Total RC Infrastructure Costs	953,781	
Regional CTE Programs			
12_2xxx_679000_53345_5100	Contracted Services : Resource Development	24,736,667	
	Sub-Total Regional CTE Programs Costs	24,736,667	
	Total #2xxx SWP Regional Share (DO)	26,038,597	26,038,597

SPECIAL PROJECT DETAILED BUDGET #1723

**NAME: United States Department of Agriculture (USDA) National Institute of Food and Agriculture (NIFA)
Hispanic-Serving Institutions (HSI) Education Grants Program - Urban Agriculture Community-Based
Research Experience (U-ACRE 3.0) - Santa Ana College
FISCAL YEAR 2016/2017**

CONTRACT PERIOD: 09/01/2016 - 08/31/2017 (Year 1)

PROJ. ADM. Michelle Priest

CONTRACT INCOME: \$16,500

PROJ. DIR. A. Kimo Morris

CFDA No. 10.223

Date: 02/13/2017

Prime Sponsor: United States Department of Agriculture, National Institute of Food and Agriculture

Fiscal Agent: California State University Fullerton Auxiliary Services Corporation

Prime Award No.: 2016-38422-25550

Sub-Award No.: S-6286-SAC

GL Account String	Description	New Budget	
		Debit	Credit
12_1723_000000_10000_8199	Other Federal Revenues : Santa Ana College		16,500
A. Senior/Key Person			
12_1723_619000_16410_1483	Beyond Contr - Reassigned Time : Biology Dr. Kimo Morris, PI at SAC (stipend) - Oversee program components and experiential learning, faculty mentor to students, guide students through development and implementation of research projects, and attend mentor meetings/workshops.	3,325	
12_1723_619000_16410_3115	STRS - Non-Instructional : Biology	418	
12_1723_619000_16410_3325	Medicare - Non-Instructional : Biology	48	
12_1723_619000_16410_3435	H & W - Retiree Fund Non-Inst : Biology	33	
12_1723_619000_16410_3515	SUI - Non-Instructional : Biology	2	
12_1723_619000_16410_3615	WCI - Non-Instructional : Biology	80	
B. Other Personnel			
C. Equipment Description			
D. Travel			
E. Participant Support			
12_1723_675000_16410_5905	Other Participant Travel Exp : Biology Travel for students to attend professional conferences and make presentations.	2,000	
12_1723_732000_16410_7630	Supplies Paid for Students : Biology lab supplies/materials for students for experiential learning to enhance student learning with a focus on sustainability community research.	2,000	
12_1723_732000_16410_7650	Stipends Paid to Students : Biology Stipends for students (five students at \$1,500/each per year) - will be involved in community research, participate in service-learning internship classes and in local community projects, and will be provided peer mentoring and participate in group meetings and presentations.	7,500	
F. Other Direct Costs			
G. Total Direct Costs			
		15,406	0
H. Indirect Costs			
12_1723_679000_10000_5865	Indirect Costs : Santa Ana College (28%) Exclude all participant support costs.	1,094	
Total 1723 - USDA NIFA HSI U-ACRE 3.0 SAC		16,500	16,500

SPECIAL PROJECT DETAILED BUDGET #1904
NAME: WIA - Youth Grant/Seeds to Trees – CASP (SAC)
FISCAL YEAR: 2016/2017

CONTRACT PERIOD: 01/09/17 - 12/31/17

PROJ ADM: Sara Lundquist

CONTRACT INCOME: \$6,539

PROJ DIR: Brenda Estrada

PRIME SPONSOR: Dept. of Labor Workforce Innovation & Opportunity Act

DATE: 02/27/17

FISCAL AGENT: City of Santa Ana

PRIME AWARD No. : N/A

SUB-AWARD: SAC-17-004

CFDA #: N/A

Account String	Description	New Budget	
		Debit	Credit
12-1904-000000-10000-8130	Workforce Investment Act		6,539
12-1904-100200-15510-1313	Part-Time Instructors : - Diana Pastrana	3,459	
12-1904-100200-15510-3111	STRS - Instructional :	371	
12-1904-100200-15510-3321	Medicare - Instructional :	50	
12-1904-100200-15510-3431	H & W - Retiree Fund Inst :	35	
12-1904-100200-15510-3511	SUI - Instructional :	2	
12-1904-100200-15510-3611	WCI - Instructional :	83	
Totals for DEPARTMENT:	15510 - Art	4,000	
12-1904-631000-15310-1430	Part-Time Counselors : 30 hrs @ \$59.98/hr	1,800	
12-1904-631000-15310-3115	STRS - Non-Instructional :	189	
12-1904-631000-15310-3325	Medicare - Non-Instructiona	26	
12-1904-631000-15310-3435	H & W - Retiree Fund Non-In	18	
12-1904-631000-15310-3515	SUI - Non-Instructional :	1	
12-1904-631000-15310-3615	WCI - Non-Instructional :	43	
Totals for DEPARTMENT:	15310 - Counseling	2,077	
12-1904-732000-19620-7620	Fees Paid for Students : Student Aid (22 students X \$21)	462	
Totals for DEPARTMENT:	19620 - School & Community Partnership	462	
	Direct Costs	6,539	
Totals for PROJECT: 1904	WIA Youth Grant - CASP	6,539	6,539

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To:	Board of Trustees	Date: February 27, 2017
Re:	Approval of Sub-Agreements between RSCCD and Cerritos, Citrus, Coast, Compton, El Camino, Glendale, Long Beach, Los Angeles, Mt. San Antonio, North Orange County, Pasadena Area, Rio Hondo, Santa Monica, and South Orange County Community College Districts for the Strong Workforce Program – Regional Funds Initiative.	
Action:	Request for Approval	

BACKGROUND

Through the Strong Workforce Program Trailer Bill the state allocated funds to community colleges to support collaborative, regional work to improve the quality of career technical education programs and to increase the number of students who complete these programs and enter industry sectors with high-wage occupations in the region. Rancho Santiago Community College District was selected to serve as the Fiscal Agent for the Los Angeles & Orange County Region's Strong Workforce Program – Regional Fund, and is responsible for distributing funds to the region, ensuring that projects are compliant with the funding terms and conditions, providing status reports on the use of funds in the region, and developing and submitting program and expenditure reports to the Chancellor's Office.

ANALYSIS

To facilitate the collaborative, regional work a Master Agreement has been developed that provides the terms and conditions for participation in and use of the Strong Workforce Program-Regional Funds Initiative, which will be signed by each community college district. The Participation Agreements, Exhibit A to the Master Agreement, will provide the detailed Scopes of Work for each college in the region.

College District	Agreement No.
Cerritos Community College District	DO-17-2xxx-1
Citrus Community College District	DO-17-2xxx-2
Coast Community College District	DO-17-2xxx-3
Compton Community College District	DO-17-2xxx-4
El Camino Community College District	DO-17-2xxx-5
Glendale Community College District	DO-17-2xxx-6
Long Beach Community College District	DO-17-2xxx-7
Mt. San Antonio Community College District	DO-17-2xxx-8
North Orange County Community College District	DO-17-2xxx-9
Pasadena Area Community College District	DO-17-2xxx-10
Rio Hondo Community College District	DO-17-2xxx-11

College District	Agreement No.
Santa Monica Community College District	DO-17-2xxx-12
South Orange County Community College District	DO-17-2xxx-13

Project Administrator: Enrique Perez

RECOMMENDATION

It is recommended that the Board approve these sub-agreements and that the Vice Chancellor, Business Operations/Fiscal Services or his designee be authorized to sign and enter into related contractual agreements on behalf of the district.

Fiscal Impact: \$24,736,667	Board Date: February 27, 2017
Prepared by: Sarah Santoyo, Director of Grants	
Submitted by: Enrique Perez, J.D., Interim Vice Chancellor of Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

**[ORANGE COUNTY OR LOS ANGELES] REGION]
STRONG WORKFORCE PROGRAM – REGIONAL FUND
MASTER AGREEMENT
BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
[COMMUNITY COLLEGE DISTRICT]**

July 1, 2016 – June 30, 2020

This Agreement, entered into February 27, 2017 between Rancho Santiago Community College District, hereinafter referred to as “Fiscal Agent,” and [**Community College District**] (hereinafter referred to as “Sub-recipient). The Fiscal Agent and Sub-recipient are also referred to collectively as “Parties” and individually as “Party.” This Agreement is based on the Strong Workforce Program-Regional Fund Agreement between the Fiscal Agent and the California Community Colleges Chancellor’s Office, i.e., Prime Sponsor, and is effective to cover activities beginning July 1, 2016 and ending June 30, 2020 supported by Strong Workforce Program-Regional Fund allocations disbursed in 2016-2017, 2017-2018, and 2018-2019.

WHEREAS, the Rancho Santiago Community College District has been designated as the Fiscal Agent for the Strong Workforce Program – Regional Share for the Los Angeles and Orange County region and is responsible for distributing funds to the Community College Districts within the region following certification of the Regional Plans by the Regional Consortia, and is responsible for monitoring the work of the Agreement for compliance with the terms and conditions of the funds, as delineated in the Fiscal Agent Scope of Work (*Exhibit B*), and

WHEREAS, Rancho Santiago Community College District has the right to enter into agreements with outside entities for various services with the approval of the Board of Trustees; and

WHEREAS, Sub-recipient has agreed to participation in the purpose of the Agreement according to the terms and conditions hereinafter set forth,

NOW, THEREFORE, the Parties agree as follows:

1. PARTICIPATION AGREEMENT

Sub-recipient shall perform the Scope of Work detailed using individually executed Participation Agreements (*Exhibit A*). Such Participation Agreements shall fully detail the Scope of Work between Parties. As needed, the Scope of Work can be amended and modified based on written approval by the Parties. By signing this Master Agreement, the Fiscal Agent and Sub-recipient agree that Participation Agreements signed by the Parties will be binding under this Master Agreement without further action by the Parties.

2. TERM OF AGREEMENT

Effective Date of Agreement: July 1, 2016

Expiration Date of Agreement: June 30, 2020

Parties may modify this Master Agreement and any Participation Agreement annually, contingent upon the availability of grant funds, as mutually agreed upon.

3. RULES FOR DELIVERABLES

- A. Each Participation Agreement will identify a point of contact for the Participation Agreement, and points of contact for major project components in the Scope of Work as appropriate. The Sub-recipient will inform the Fiscal Agent of any changes to the point(s) of contact in a timely manner.
- B. Services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices.
- C. Products, results, and measureable outcomes shall be provided as detailed in each Participation Agreement.
- D. Any document or written report prepared in whole or in part by Parties shall reference the Strong Workforce Program relating to the preparation of such document or written report.
- E. All products resulting from this Agreement or its subcontracts in whole or in part shall reference the California Community Colleges, Chancellor's Office and the specific funding source (Strong Workforce Program).
- F. All references to the project shall include the phrase, "funded in part by the California Community Colleges, Chancellor's Office."

4. PARTICIPATION AGREEMENT PAYMENTS AND INVOICING

Project allocations from Fiscal Agent to the Sub-recipient will be specified in the Participation Agreement, based on the Regional Plans certified by the Regional Consortia. Funds are to be utilized by the Sub-recipient in accordance with the terms and conditions of both this Master Agreement, the pertinent Participation Agreement, and guidance on the allowable use of funds from the California Community Colleges Chancellor's Office (Exhibit C). If there is a reduction in funding by the Chancellor's Office, the Fiscal Agent reserves the right to require adjustment to the scope of work and funding of the Participation Agreements accordingly, up to and including the end of all activities under this Agreement and any Participation Agreement.

The Fiscal Agent shall make payments to the Sub-recipient up to the amount listed in the Participation Agreement, to be paid on a quarterly basis through a reimbursement process according to the expenditures submitted in the quarterly reports and upon submission of an

invoice for payment. Invoices referencing the Participation Agreement number should be submitted to the following address:

Rancho Santiago CCD
ATTN: Resource Development
2323 North Broadway, Ste. 350
Santa Ana, CA 92706

5. BUDGET MANAGEMENT

The Sub-recipient will manage its budgets so that there is a clear distinction between Local Strong Workforce funds (which are not in any way related to this Agreement) and Regional Strong Workforce Funds (which are the subject of this Agreement), and a clear distinction between the fiscal year of the allocation (e.g., that the allocation for 2016-2017 is distinct from the allocation for 2017-2018). Since the term for the use of the funds is more than one year there will be concurrent use of separate allocations. In such cases, it is advised that the Sub-recipient assign separate project numbers to each year's allocation, or in some other manner make a clear distinction between the separate allocations.

6. REPORTING

Program and financial reports will be submitted on a quarterly basis, according to the system and requirements of the California Community College Chancellor's Office. A reporting schedule will be disseminated to the Sub-recipient at least 30 days prior to the due date of the first report. Reports will be due 20 days after the end of the last month of the quarter.

NOTE: The first quarterly report will be due on the next due date following approval of this Agreement.

A Final Program and Expenditure Report will be due at the end of the project, according to the requirements of the Chancellor's Office. The Fiscal Agent will inform the Sub-recipient of the requirements and the due date for the Final Report at least three months before the end date of the Agreement.

The Sub-recipient is responsible for all Strong Workforce Program-Regional Funds reporting to the Fiscal Agent. Fiscal Agent is responsible for all Strong Workforce Program-Regional Funds Reporting to the Chancellor's Office.

7. MODIFICATIONS

If a Sub-recipient desires to change the amount, scope of work, or make substantial revision to the outcomes of a Participation Agreement the following process must be followed:

A. The Sub-recipient notifies the Fiscal Agent and the Project Lead of the desired changes.

- B.** The Sub-recipient notifies the other colleges involved in the regional project related to the Participation Agreement, and secures agreement of the change(s) from the other colleges and/or the Project Lead.
- C.** The Fiscal Agent will conduct a technical review of the requested changes to ensure compliance with the grant terms and conditions, and will modify the Participation Agreement to reflect the requested changes.
- D.** The Sub-recipient and Fiscal Agent will sign the amended Participation Agreement, which will replace the prior Participation Agreement and become the active Participation Agreement once executed.

8. USE OF FUNDS – TRAVEL

If Strong Workforce Program-Regional funds will be used for out-of-state travel, the Party must submit an Out-of-State travel request form to the Fiscal Agent who will review it to ensure compliance with the California Community Colleges Chancellor's Office requirements.

9. SHARED USE OF EQUIPMENT or RESOURCES

In the event that Sub-recipient uses funds to secure equipment or other resources to be used in common or for shared use with other colleges, a separate agreement may be needed between or among them to outline the terms and conditions of that use. The Sub-recipient should notify the Fiscal Agent of the intent for shared use of equipment and resources, and the Fiscal Agent will clarify the requirements with the Chancellor's Office, and provide guidance to the Sub-recipient regarding development of a shared use agreement.

10. SUBCONTRACTS

- A.** In any event, if the Sub-recipient wishes to enter into a subcontract agreement for performance of any part of the activities listed in the Participation Agreement, the Sub-recipient shall disclose the intended purpose and amount of the subcontracting and identify the proposed subcontractor to the Fiscal Agent in a timely manner.
- B.** The Sub-recipient agrees to be as fully responsible to the Fiscal Agent for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by them, as it is for the acts and omissions of persons directly employed by the Sub-recipient. The Sub-recipient's obligation to pay its subcontractors is independent from the obligation of the Fiscal Agent to make payments to the Sub-recipient. As a result, the Fiscal Agent shall have no obligation to pay or enforce the payment of any monies to any subcontractor.

11. RECORDS AND AUDITS

- A.** The Sub-recipient must maintain records regarding the use of Program funds and progress made toward objectives and/or performance under the applicable Participation Agreement.

- B. The Sub-recipient must maintain a list of the cost and location of the equipment purchased with Strong Workforce Program funds.
- C. The Sub-recipient agrees that the Fiscal Agent, the Chancellor’s Office, the Bureau of State Audits, and any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. The Sub-recipient agrees to maintain such records for possible audit for a minimum of five (5) years after the final payment or until any audit findings have been resolved, unless a longer period of records retention is stipulated. The Sub-recipient agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, the Sub-recipient agrees to include a similar right of the Fiscal Agent, the Chancellor’s Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to performance of this Agreement or any Participation Agreement.
 - 1) If any audit or other actions involving the records has been started before the expiration of this period, the records must be retained until the completion of the action and resolution of all issues which arise from it or until the end of the five (5) year period, whichever is later.
 - 2) All records must be retained throughout the project. The five (5) year period of retention starts on the last day of the performance period stipulated in the Participation Agreement.

12. NOTICES

A Party to this Agreement may give notice to the other Party by sending an email or through certified mail to the addresses specified below. Such notice shall be effective when received. Each Party has the responsibility of keeping notice contact information accurate and current.

[Community College District]

Primary Contact

Name and Title
Address
City, State Zip
Email, phone

Fiscal Contact

Name and Title
Address
City, State Zip
Email, phone

Fiscal Agent - Rancho Santiago Community College District

Primary Contact

Janeth Manjarrez
2323 North Broadway, Ste. 350
Santa Ana, CA 92706
Manjarrez_Janeth@rsccd.edu
(714) 480-7471

Fiscal Contact

Peter J. Hardash, Vice Chancellor of Business Operations & Fiscal Services
2323 North Broadway, 4th Floor
Hardash_Peter@rsccd.edu, (714) 480-7340
Santa Ana, CA 92706

13. TERMINATION

Either Party may terminate this Agreement, with or without cause upon thirty (30) days written notice served upon the other Party. Notice shall be deemed served on the date of mailing. Upon termination, or notice thereof, the Parties agree to cooperate with one another in the orderly transfer of contract responsibilities, records, and pertinent documents.

The obligations of RSCCD under this Agreement are contingent upon the availability of State funds, as applicable, for the reimbursement of expenditures to the Sub-recipient. In the event that such funding is terminated or reduced, RSCCD shall provide the Sub-recipient with written notification of such determination and RSCCD shall reimburse the Sub-recipient for costs incurred up to the termination date. Notice shall be deemed served on the date of receipt by the Sub-recipient; with receipt determined by certified mail delivery confirmation. Upon termination, or notice thereof, the Parties agree to cooperate with one another in the orderly transfer of contract responsibilities, records, and pertinent documents.

14. UNENFORCEABLE PROVISION

In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the Parties agree that all other provisions of this Agreement remain in full force and effect and shall not be affected thereby.

15. DISPUTES

In the event of a dispute between the Parties, the aggrieved Party shall notify the other Party and provide a detailed description of the alleged problem. The Parties agree to use reasonable efforts to resolve such dispute by good faith negotiations and mutual agreement. In the event such informal resolution is not successful within a reasonable period of time, the Parties hereby agree that such dispute will be resolved in the manner specified below.

Except as otherwise provided in this Agreement, any dispute concerning any question arising under this Agreement shall be decided by the Fiscal Agent and/or the Prime Sponsor. In such a case, the decision shall be reduced to writing and a copy thereof shall be mailed or otherwise furnished to the Sub-recipient. The decision shall be final and conclusive unless within thirty (30) calendar days from the mailing or delivery of such copy, the Fiscal Agent receives from Sub-recipient a written request to appeal said decision. Pending final decision of the appeal, Sub-recipient shall act in accordance with the written decision of the Fiscal Agent or the Prime Sponsor, whichever is the final arbiter of the dispute. The handling of non-criminal complaints, including discrimination complaints, and complaints and reports of criminal fraud, waste and abuse shall be as prescribed by the State of California, and/or the Prime Sponsor, whichever is applicable, in accordance with applicable provisions of the Code of Federal Regulations.

16. INDEMNIFICATION

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

17. INSURANCE

All Parties are self-insured public entities for the purposes of professional liability, general liability and workers' compensation. The Parties each warrant that through its program of self-insurance it has adequate liability, general liability and workers' compensation to provide coverage for liabilities arising out of the Fiscal Agent and Parties performance of this contract.

18. INDEPENDENT CONTRACTOR

The Sub-recipient, in the performance of this Agreement, shall be and act as independent contractors and not as employees of Fiscal Agent. The Sub-recipient understands and agrees that it and all of its employees shall not be considered officers, employees or agents of the Fiscal Agent, and are not entitled to benefits of any kind or nature normally provided to employees of the Fiscal Agent and/or to which Fiscal Agent's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers' Compensation. The Sub-recipient assumes full responsibility for its acts and/or liabilities including those of its employees or agents as they relate to the services provided under this Agreement. The Sub-recipients shall assume full responsibility for withholding and payment of all: federal, state, local and applicable income taxes; workers' compensation; contributions, including but not limited to, unemployment insurance and social security with respect to the Sub-recipient's employees. The Fiscal Agent will not withhold taxes, unemployment insurance or social security for the Sub-recipient's employees or independent subcontractors. The Sub-recipient agrees to indemnify and hold the Fiscal Agent harmless from and against any and all liability arising from any failure of the Sub-

recipient to withhold or pay any applicable tax, unemployment insurance or social security when due.

19. ASSURANCES

- A) By signing this Agreement the Parties certify they will comply with the terms and conditions outlined in the Strong Workforce Program Trailer Bill (*Exhibit C*), and with the guidance documents provided by the California Community College Chancellor’s Office (*Exhibit D*).
- B) By signing this Agreement the Sub-recipient certifies that it complies with state and federal requirements for Standards of Conduct, Workers’ Compensation Insurance, Participation in Grant-Funded Activities, Non-Discrimination, Accessibility for Persons with Disabilities, Drug-Free Workplace Certification, Intellectual Property, and Debarment and Suspension, and will adhere to these legal standards and requirements in the performance of work related to this Agreement.

20. WAIVER

Any waiver by Fiscal Agent of any breach of any one or more of the terms of this Agreement shall not be construed to be a waiver of any subsequent or other breach of the same or of any other term. Failure on the part of Fiscal Agent to require full, exact, and complete compliance with any terms of this Agreement shall not be construed as in any manner changing the terms of this Agreement, or stopping Fiscal Agent from enforcing the terms of this Agreement.

21. SEVERABILITY

If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect without being impaired or invalidated in any way.

22. AGREEMENT IS COMPLETE

No amendment, alteration or variation of the terms of this Agreement shall be valid unless made in writing, signed by the Parties, and approved as required. No oral understanding or agreement not incorporated in this Agreement is binding on any of the Parties.

IN WITNESS WHEREOF, all Parties agree.

FISCAL AGENT

Rancho Santiago Community College District

SUB-RECIPIENT

[Community College District]

Peter J. Hardash

Vice Chancellor, Business Ops. & Fiscal Svcs.

Date:

Board approved: February 27, 2017

[Name]

[Title]

Date:

EIN:

EXHIBIT A

Participation Agreement - Summary Sheet

Scope of Work for Strong Workforce Program – Regional Funds

This Participation Agreement constitutes [College Name’s] Scope of Work for the 2016-2017 allocation of Strong Workforce Regional Funds under the Master Agreement, [Agreement No.], and is subject to the terms and conditions as outlined in the Master Agreement.

NOTE: Complete one Summary Sheet for the college's Participation Agreement, but complete a Budget Detail Sheet and Work Plan for each project.

Participation Agreement Number	<i>DO-17-2xxx-01.x or 02.x</i>
Fiscal Year Allocation	<i>2016-2017</i>
Term	<i>07/01/2016 - 12/31/18</i>
Name of College	
District	
Participation Agreement Point of Contact	
Name	
Title	
Address	
City, State Zip	
REGIONAL PROJECTS – General Information (add rows for more projects if needed)	
1. Project Name	
a. Is the college a Lead for this Project?	
b. Amount of funds for this college’s work on the project	
c. Brief description the college’s work on the project.	
2. Project Name	
a. Is the college a Lead for this Project?	
b. Amount of funds for this college’s work on the project	
c. Brief description of the college’s work on the project.	
3. Project Name	
a. Is the college a Lead for this Project?	
b. Amount of funds for this college’s work on the project	
c. Brief description of the college’s work on the project.	
4. Project Name	
a. Is the college a Lead for this Project?	
b. Amount of funds for this college’s work on the project	
c. Brief description of the college’s work on the project.	

Name: _____ Date _____
 President or Designee

Name: _____ Date _____
 Fiscal Officer or Designee

EXHIBIT A

Strong Workforce Program Regional Funds
FY 2016-2017
Term: 7/1/16 - 12/31/17

COLLEGE:
DISTRICT:
PROJECT NAME:

NOTE: Create a separate Work Plan for each project.

ACTIVITY	OUTCOME	TIMELINE	PERSON(S) RESPONSIBLE

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

1102 Q STREET, SUITE 4550
SACRAMENTO, CA 95811-6549
(916) 445-8752
<http://www.cccco.edu>



August 25, 2016

To: Regional Consortium Chairs

From: Matt Roberts, Ed.D. Dean of Field Operations
Workforce and Economic Development Division

Subject: Guidance on use of funds for strong workforce program

This memorandum provides guidance on the use of funds for the strong workforce program.

EXHIBIT B

August 24, 2016 – Scope of Work

Roles and Responsibility

Regional Share Fiscal Agent

The fiscal agent has no authority over decisions on the use of funding, rather the fiscal agent role is to dispense, monitor and audit sub-grants once spending decisions have been authorized by the CTE Regional Consortia as stipulated in Strong Workforce legislation. The district designated as the fiscal agent shall perform the following roles and responsibilities:

- Provide a single-point of contact to act as an embedded member of the CTE Regional Consortium (RC) Team to account for financial operation and control associated with the Regional Share.
- Review sub-awardee applications for compliance with grant terms and requirements. Work with sub-awardees to resolve issues that arise.
- Review sub-award application budgets to ensure that expenditures are allowable under the grant terms and conditions, are properly classified, and that the calculations are correct. Work with sub-awardees to resolve any issues that arise.
- Develop policies, procedures, systems and timelines for disbursement of funds.
- Determine the documentation required to ensure funds are properly accounted for
- Develop systems to track each of the contracts/grants and their status that can be shared with the RCs, the CCCCCO grant monitors, and sub-awardees.
- Develop sub-award agreements with each of the sub-awardees that incorporate the contracting requirements of the CCCCCO and the Fiscal Agent.
- Provide information, guidelines and technical assistance to sub-awardees.
- Manage the flow of funds to sub-awardees by receiving, reviewing and approving claims for funds and ensure that proper documentation has been received to verify that what was requested conforms to what was approved when discrepancies occur.
- Issue payments and verify that payments have been received.
- Fulfill reporting requirements by receiving and monitoring quarterly reports and final reports from the sub-awardees.
- Follow-up on missing or incorrect reports. Work with sub-awardees to resolve issues.
- Consolidate reports and report up to the RC/CCCCO as required and upon request.
- Conduct sub-recipient monitoring and audits, in accordance with grant requirements and OMB Uniform Guidelines.
- Field questions on allowable expenditures in accordance with any CCCCCO guidance
- Review sub-awardees' requests for approval of contracts and sub-agreements, prior to forwarding requests to CCCCCO for final approval. Provide guidance and direction to the colleges to ensure compliance and facilitate CCCCCO review and approval, as needed.
- Collaborate with RCs to standardize Strong Workforce related fiscal related and reporting processed, procedures and to develop recommendations and responses to CCCCCO.

EXHIBIT B

Expanded Regionalized Coordination:

The chart below shows a regional model funding breakdown that includes the following sources: Perkins 1b and the regional share allocation. Under this model, the CTE Regional Consortia shall use 5% of the regional share allocation for basic operations of the CTE Regional Consortia capacity including any fiscal agency costs. 2% of the 5% regional share operational amount will cover the fiscal agency costs (with amounts adjusted to a maximum of \$200,000 and a minimum of \$100,000. This adjustment affects Regions B, D, & G1). The remaining 3% is then leveraged with the Perkins 1b funds, and becomes the total funds available for RC basic operations and key talent expenditures. These amounts are represented in the last column of the chart.

Region	Region	Perkins 1B Leadership	Regional Share	From Regional Share 5%	Fiscal Agent Costs 2%	FA Minimum \$ 100,000.00	FA Maximum \$200,000.00	Allowable Fiscal Agent Costs*	Regional Share Available for RC Infrastructure	Total Funds for RC
A	Northern Inland, Northern Coastal, Greater Sacramento	\$ 370,000.00	\$ 6,970,845.00	\$ 348,542.25	\$ 139,416.90	\$ 100,000.00	\$200,000.00	\$ 139,416.90	\$ 209,125.35	\$ 579,125.35
B	SF/San Mateo, East Bay, Silicon Valley, North Bay, Santa Cruz/Monterey	\$ 370,000.00	\$ 16,675,900.00	\$ 833,795.00	\$ 333,518.00	\$ 100,000.00	\$200,000.00	\$ 200,000.00	\$ 633,795.00	\$ 1,003,795.00
C	Central Valley, Mother lode	\$ 300,000.00	\$ 7,779,382.00	\$ 388,969.10	\$ 155,587.64	\$ 100,000.00	\$200,000.00	\$ 155,587.64	\$ 233,381.46	\$ 533,381.46
D	South Central Coast	\$ 220,000.00	\$ 4,227,548.00	\$ 211,377.40	\$ 84,550.96	\$ 100,000.00	\$200,000.00	\$ 100,000.00	\$ 111,377.40	\$ 331,377.40
E	San Diego & Imperial	\$ 220,000.00	\$ 6,604,171.00	\$ 330,208.55	\$ 132,083.42	\$ 100,000.00	\$200,000.00	\$ 132,083.42	\$ 198,125.13	\$ 418,125.13
F	Inland Empire & Desert	\$ 220,000.00	\$ 7,703,557.00	\$ 385,177.85	\$ 154,071.14	\$ 100,000.00	\$200,000.00	\$ 154,071.14	\$ 231,106.71	\$ 451,106.71
G1	Los Angeles	\$ 185,000.00	\$ 18,631,147.00	\$ 931,557.35	\$ 372,622.94	\$ 100,000.00	\$200,000.00	\$ 200,000.00	\$ 731,557.35	\$ 916,557.35
G2	Orange County	\$ 185,000.00	\$ 7,407,450.00	\$ 370,372.50	\$ 148,149.00	\$ 100,000.00	\$200,000.00	\$ 148,149.00	\$ 222,223.50	\$ 407,223.50
		\$ 2,070,000.00	\$ 76,000,000.00	\$ 3,800,000.00	\$ 1,520,000.00			\$ 1,229,308.10	\$ 2,570,691.90	\$ 4,640,691.90

* 2% or a ceiling of \$200,000 and a floor of \$100,000

Chart A

Budget Development Guidance/Fiscal Agent fees

As you continue budget development, please consider the following points:

- The total amount taken from the regional share allocation is 5%. Of this amount, the fiscal agency costs shall be capped at 2% (=40% of the 5%) or a maximum of \$200,000 and a minimum of \$100,000 for each region, leaving 3% (=60% of the 5%) to cover regional consortium costs.
- Indirect cannot be taken on any part of the 5% funds. The 2% (with a max of \$200,000 and a min of \$100,000) shall fund the fiscal agent operational costs such as office space, network support, copier use, personnel, etc. The 3% (along with the Perkins 1B allocation) will fund the regional consortium operational costs such as clerical/office staff, travel, meeting facilitation, etc.
- Perkins 1B funds should be used to pay for Key Talent costs, such as the RC salaries. Keep in mind that these funds have a 4% indirect being charged to the each of these grants.
- If 5% of the regional allocation is for fiscal agent and regional consortium costs, and 85% of the regional allocation is for more and better CTE program(s). The remaining 10% covers soft costs associated with Task Force recommendations should not be used to build regional consortium capacity or infrastructure. This percentage should be used for the following:
 - Region-wide outreach to employers with ultimate goal of increasing internships/hires
 - Region-wide outreach to students/parents about CTE options
 - Additional data-related needs
 - Professional development for curriculum approval

EXHIBIT C

Strong Workforce Program Trailer Bill Language – 2016-2017 California State Budget

Highlighted in yellow is language of interest to local colleges/districts and their CTE Regional Consortia.

88820.

This part shall be known, and may be cited, as the Strong Workforce Program.

88821.

(a) The Legislature finds and declares all of the following:

(1) California's economic competitiveness is fueled, in part, by the strength of its regional economies and its skilled workforce.

(2) Upward social and economic mobility helps keep the state's economy diversified and vibrant.

(3) The attainment of industry-valued "middle skill credentials" serves as a gateway for a large and diverse number of careers in the state's economy.

(4) California's local educational agencies, community college districts, interested public four-year universities, local workforce development boards, economic development and industry leaders, and local civic representatives should collaboratively work together to inform the offerings of courses, programs, pathways, and workforce development opportunities that enable students to access the current and future job market and further social and economic mobility.

(b) The Strong Workforce Program is hereby established for the purpose of expanding the availability of quality community college career technical education and workforce development courses, programs, pathways, credentials, certificates, and degrees.

(c) To facilitate program coordination and alignment with other workforce training, education, and employment services in the state, the Strong Workforce Program shall operate in a manner that complies with the California Strategic Workforce Development Plan, required pursuant to the federal Workforce Innovation and Opportunity Act (Public Law 113-128), and expand upon existing consortia infrastructure.

(d) To avoid duplication of effort, activities funded under the Strong Workforce Program shall be informed by, aligned with, and expand upon the activities of existing workforce and education regional partnerships, including those partnership activities that pertain to regional planning efforts established pursuant to the federal Workforce Innovation and Opportunity Act (Public Law 113-128), adult education block grant consortia, and K-12 career technical education programs.

(e) All of the following guiding principles shall apply to each consortium participating in the Strong Workforce Program:

(1) A community college district participating in the consortium shall ensure that its community college career technical education and workforce development courses, credentials, certificates, degrees, programs, and pathway offerings are responsive to the needs of employers, workers, civic leaders, and students.

(2) The consortium shall collaborate with other public institutions, including, but not limited to, local educational agencies, adult education consortia, local workforce development boards, and interested California State University and University of California institutions.

EXHIBIT C

43 (3) The consortium shall collaborate with civic representatives, representatives from the labor
44 community, and economic development and industry sector leaders within the region.

45 (4) The consortium shall include collaborating entities and persons identified in this subdivision in
46 planning meetings, provide them with adequate notice of the consortium's proposed decisions, and
47 solicit, consider, and respond to comments from them regarding the consortium's proposed decisions.

48 (5) Collaborative efforts shall focus upon evidence-based decisionmaking and student success with
49 workforce outcomes aligned with the performance accountability measures of the federal Workforce
50 Innovation and Opportunity Act (Public Law 113-128), and closing labor market and employment gaps.
51 Each consortium shall strive to align programmatic offerings in the most effective and efficient manner to
52 avoid duplication of effort and streamline access to services, and education and training opportunities.

53 (6) Community college districts and other entities participating in a consortium are encouraged to
54 develop long-term partnerships with private sector employers and labor partners to provide coordinated
55 courses, programs, and pathways with employer involvement in the assessment, planning, and
56 development of community college career technical education courses, programs, and pathways. To the
57 extent practicable, employer partnerships should build upon regional partnerships formed pursuant to
58 the federal Workforce Innovation and Opportunity Act (Public Law 113-128) and other state or federal
59 programs.

60 (7) Community college districts and other entities participating in a consortium are encouraged to develop
61 and work closely with public and private organizations that offer workforce development programs and
62 pathways to young adults with autism and other developmental disabilities to provide a comprehensive
63 approach to address workforce readiness and employment.

64 (f) The chancellor's office shall, in consultation with the California Workforce Development Board, the Academic
65 Senate for California Community Colleges, and its partners formed pursuant to the federal Workforce Innovation
66 and Opportunity Act (Public Law 113-128), as applicable, develop and implement policies and guidance necessary
67 to implement the Strong Workforce Program, including policies and guidance necessary for consortia, including
68 community college districts and their regional partners, to increase the number of aligned middle skill and career
69 technical education courses, programs, pathways, credentials, certificates, and degrees. No later than June 30,
70 2017, the chancellor's office shall develop and implement policies and guidance pursuant to this subdivision and
71 bring before the Board of Governors of the California Community Colleges any policies, regulations, and guidance
72 necessary to accomplish all of the following:

73 (1) Facilitate the development, implementation, and sharing of career technical education effective
74 practices, curriculum models and courses, and community college credentials, certificates, degrees, and
75 programs across regions and among community college districts.

76 (2) Enable community college districts to develop career technical education and workforce outcomes,
77 and applicable associate degrees and certificates as appropriate.

78 (3) Provide accessible performance and labor market data that can be used flexibly by participating
79 community college districts and their regional partners to support the implementation of the Strong
80 Workforce Program and related efforts to align regional workforce and education programming with
81 regional labor market needs.

82 (4) Encourage local efficiency through coordinated and collaborative regional workforce efforts in which
83 community college districts are partners.

84 (5) Support curriculum processes to ensure that students are able to efficiently transfer college-level
85 career technical education credits across community college districts and to the California State University
86 and the University of California.

EXHIBIT C

- 87 (6) Improve sector-based engagement with employers within a region.
- 88 (7) Provide, in partnership with employers, work-based learning opportunities for students that increase
89 their employability and earning potential.
- 90 (8) Enable community college districts to facilitate and optimize their resources to support the Strong
91 Workforce Program and other related regional workforce development efforts.
- 92 (9) Ensure that community college district Strong Workforce Program expenditures are focused on
93 improving student success with workforce outcomes for all students enrolled in community college career
94 technical education courses, programs, and pathways.
- 95 (10) (A) Notwithstanding the June, 30, 2017, implementation date specified in this subdivision, develop
96 and implement a plan to streamline the course and curriculum approval process, both at the state and
97 local levels. The plan shall reflect an expedited state approval process for career technical education
98 courses, programs, and certificates, and may include the elimination of an existing state course and
99 program approval process. The plan shall reflect one of the following two options:
- 100 (i) A process of course and curriculum approval that enables community college districts
101 to develop a course or program within one academic year and to offer that course or
102 program the subsequent academic year.
- 103 (ii) A process of course and curriculum approval that enables community college districts
104 to develop a course or program within one academic semester and to offer that course
105 or program the subsequent academic semester.
- 106 (B) The plan described in subparagraph (A) shall also reflect the creation of a process that enables
107 career technical education courses and programs to be portable among community college districts.
108 This process shall enable a community college district to adapt, adopt, or adapt and adopt another
109 community college district's approved career technical education courses, programs, and curriculum
110 within one academic semester and to offer that course or program, or utilize that curriculum, the
111 subsequent academic semester.
- 112 (C) The chancellor's office shall consult with the Legislature and the Governor prior to implementing
113 the plan. The plan shall be developed no later than July 1, 2017, and implemented no later than
114 January 1, 2018.
- 115 (11) Eliminate barriers to hiring qualified instructors for career technical education courses, including
116 reevaluating the required minimum qualifications for career technical education instructors.
- 117 (g) After June 30, 2017, and only as necessary, the chancellor's office may develop and implement revised policies
118 and guidance and bring regulations before the Board of Governors of the California Community Colleges as
119 necessary for a community college district and its regional partners to accomplish both of the following:
- 120 (1) Implement and expand the amount of aligned middle skill and career technical education credentials,
121 certificates, degrees, courses, programs, and pathways in accordance with paragraphs (1) to (11),
122 inclusive, of subdivision (f).
- 123 (2) Implement the recommendations of the Strong Workforce Task Force.
- 124 (h) (1) For purposes of this section, the chancellor's office shall consider input provided by relevant stakeholders,
125 including the Academic Senate of the California Community Colleges and the California Workforce Development
126 Board, prior to implementing revised guidance, policies, or regulatory changes.

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127 (2) For purposes of this article and in compliance with the consultation requirements in Sections 70901 and
128 70902, the Academic Senate of the California Community Colleges shall establish a career technical education
129 subcommittee to provide recommendations on career technical education issues. No less than 70 percent of
130 the subcommittee shall consist of career technical education faculty. The subcommittee's charter shall require
131 it to provide assistance to community college districts to ensure that career technical education and its
132 instruction is responsive and aligned to current and emergent industry trends, and ensure that similar courses,
133 programs, and degrees are portable among community college districts.

134 **88822.**

135

136 For purposes of this part, the following terms have the following meanings:

137 (a) "Career pathways" means an identified series of positions, work experiences, or educational benchmarks or
138 credentials that offer occupational and financial advancement within a specified career field or related fields over
139 time.

140 (b) "Career technical education credential" means a workforce certificate, degree, or industry-recognized
141 credential.

142 (c) "Career Technical Education Regional Consortium," or "consortium," means an administrative grouping of
143 community college districts by the Division of Workforce and Economic Development of the chancellor's office for
144 the purpose of coordination and joint planning within regions, as defined in subdivision (i).

145 (d) "Chancellor's office" means the Office of the Chancellor of the California Community Colleges.

146 (e) "Industry" or "industry sectors" means trade associations or those firms that produce similar products or
147 provide similar services using somewhat similar business processes.

148 (f) "Middle skill credential" means a certificate, associate's degree, or industry-recognized credential that is less
149 than a bachelor's degree but more than a high school diploma and facilitates student success with workforce
150 outcomes.

151 (g) "Plan" means the regional plan established under this part.

152 (h) "Program" means the Strong Workforce Program established under this part.

153 (i) "Region" means a geographic area of the state defined by economic and labor market factors containing at least
154 one industry cluster and the cities, counties, or community college districts, or all of them, in the industry cluster's
155 geographic area. To the extent possible, for the purposes of this part, collaborative regions should align with
156 federal Workforce Innovation and Opportunity Act (Public Law 113-128) regional planning unit boundaries
157 specified in the California Strategic Workforce and Development Plan and expand upon existing consortium
158 infrastructure established by the chancellor's office.

159 (j) "Strong Workforce Task Force" means the Task Force on Workforce, Job Creation and a Strong Economy
160 commissioned by the Board of Governors of the California Community Colleges.

161 **88823.**

162

163 (a) Commencing July 1, 2017, as a condition of receipt of funds from this program for a fiscal year, each
164 consortium, in consultation with collaborating entities identified in paragraph (2) of subdivision (e) of Section
165 88821, shall submit a plan to the chancellor's office that has been updated for that fiscal year.

166 (b) The plan pursuant to subdivision (a) shall include all of the following requirements:

EXHIBIT C

- 167 (1) The names of the community college districts participating in the consortium, including the name of
168 the community college identified as the consortium's fiscal agent, and the names of entities collaborating
169 pursuant to paragraph (2) of subdivision (e) of Section 88821.
- 170 (2) The governance model for the consortium. Decisions governing, or relating to, the distribution of fiscal
171 resources shall be determined exclusively by the community college districts participating in the
172 consortium.
- 173 (3) An analysis of regional labor market needs informed by a federal Workforce Innovation and
174 Opportunity Act (Public Law 113-128) economic analysis and other sources as applicable. This analysis
175 shall also include wage data for each industry sector or labor market need identified.
- 176 (4) An inventory of regionally prioritized and locally prioritized projects and programs that close relevant
177 labor market and employment gaps.
- 178 (5) Measurable regional goals that align with the performance accountability measures of the federal
179 Workforce Innovation and Opportunity Act (Public Law 113-128).
- 180 (6) For regionally prioritized projects and programs, a work plan, spending plan, and budget. The work
181 plan, spending plan, and budget shall identify the amount of funding allocated for one-time and ongoing
182 expenditures.
- 183 (7) A description of the alignment of work plans, spending plans, and other education and workforce plans
184 guiding services in the region, including plans pertaining to the building of career pathways and the
185 employment of workforce sector strategies and those plans required pursuant to the federal Workforce
186 Innovation and Opportunity Act (Public Law 113-128).
- 187 (c) Each consortium shall submit a plan by January 31 once every four years and shall annually update the plan by
188 January 31 of each year until the next new plan is submitted.
- 189 (d) The chancellor's office shall review the plans on a four-year cycle and ensure that annual updates are made by
190 each consortium. The chancellor's office shall determine if each consortium has made significant progress in
191 meeting the goals and measures outlined in its plan, and provide technical assistance to a consortium that has not
192 met its goals. The chancellor's office is encouraged to provide technical assistance pursuant to this subdivision
193 through the Institutional Effectiveness Partnership Initiative.
- 194 (e) To avoid duplication of effort, plans developed pursuant to this section shall be informed by, aligned with, and
195 expand upon regional plans and planning efforts established pursuant to the federal Workforce Innovation and
196 Opportunity Act (Public Law 113-128).
- 197 (f) Community college districts participating in a consortium shall utilize their region's plan to inform local campus
198 planning efforts to implement career technical education courses, programs, and pathways and integrate available
199 local, regional, state, and nonpublic resources to ensure that students will achieve successful workforce outcomes.
- 200 (g) Community college districts shall meet with the members of their consortium not less than annually to inform
201 on the delivery of career technical education and workforce development courses, programs, and pathways within
202 the region.
- 203 (h) Each region's plan shall be for the primary purpose of informing the development of strategies related to career
204 technical education and workforce development courses, programs, and pathways. Each region's plan shall reflect
205 strategies to efficiently and effectively utilize any available public and private resources, including funds for the
206 Career Technical Education Pathways Program established in Part 52 (commencing with Section 88530), in a
207 manner that better aligns career technical education courses, programs, and pathways with the needs of their
208 regional economies.

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209 (i) It is the intent of the Legislature to align community college career technical education programs within the
210 Strong Workforce Program. Staff from the chancellor's office, the Legislative Analyst's Office, and the Department
211 of Finance are requested to investigate the potential consolidation of community college career technical
212 education programs within the Strong Workforce Program.

213 **88824.**

214

215 (a) This section only applies for the 2016–17 fiscal year.

216 (b) To promote the success of community college students and the career technical education programs that serve
217 them, up to 5 percent of the funds appropriated for the program in the annual Budget Act may be allocated by the
218 Board of Governors of the California Community Colleges to a community college district for statewide activities to
219 improve and administer the program, including the facilitation of system, program, and data alignment at the state
220 and regional levels. The chancellor's office shall consult with the California Workforce Development Board and
221 other appropriate state agencies on the development of all statewide activities that would be implemented by the
222 selected district to facilitate broader workforce and education system alignment. Statewide coordination activities
223 funded out of this allocation may include, but are not limited to, the following activities:

224 (1) State-level coordination for the development of labor market analyses pertaining to economic and
225 industry trends and jobs projections for the purpose of supporting common regional planning efforts and
226 the alignment of career technical education program offerings with regional labor market dynamics.

227 (2) Research, evaluation, and technical assistance on the use of effective local and regional policies, best
228 practices, and model partnerships.

229 (3) Development and prototyping of innovative policies, practices, and coordinated services with local
230 workforce and education partners.

231 (4) Participation of community college districts in existing regional coalitions and planning efforts.

232 (5) Cross-training local program staff.

233 (6) Development and maintenance of a state-level cross-system data reporting mechanism with partners
234 formed pursuant to the federal Workforce Innovation and Opportunity Act (Public Law 113-128) for the
235 purpose of monitoring workforce program outcomes and performance accountability.

236 (7) Leveraging allocated funds with state and local partners through interagency agreements,
237 memorandums of understanding, or other appropriate mechanisms.

238 (c) (1) The chancellor's office shall provide to the Department of Finance and the Legislative Analyst's Office its
239 recommendations for the allocation of funds available for each consortium no later than August 30, 2016. The
240 department shall approve the allocation plan before the release of funding. Each consortium, in consultation with
241 local colleges, community college districts, and the chancellor's office, shall select a community college to be a
242 fiscal agent that shall directly receive funds apportioned for the consortium in accordance with this section. The
243 chancellor's office shall determine, for purposes of allocating funds for the consortium and its community college
244 districts, the local unemployment rate, the region's proportion of career technical education full-time equivalent
245 students, and proportion of projected job openings. Each of these three factors shall comprise one-third of the
246 allocation formula. Funds may be used for regionally prioritized projects and programs and locally prioritized
247 projects and programs that meet regional needs for career technical education and workforce development
248 courses, programs, pathways, credentials, certificates, and degrees.

249 (2) Forty percent of the funds apportioned for the program shall be provided directly to the fiscal agent of the
250 consortium for the purpose of funding regionally prioritized projects and programs that meet the needs of
251 local and regional economies, as identified in regional plans and Workforce Innovation and Opportunity Act
252 (Public Law 113-128) regional plans.

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253 (3) Sixty percent of the funds apportioned for the program shall be provided directly to community college
254 districts in the consortium. Funds apportioned directly to a community college district shall be expended for
255 the purpose of funding regionally prioritized projects and programs within the community college district that
256 meet the needs of local and regional economies, as identified in regional plans and Workforce Innovation and
257 Opportunity Act (Public Law 113-128) regional plans. As a condition of receiving direct funding, each
258 community college district shall actively participate in its consortium.

259 (d) As a condition of receipt of funds pursuant to subdivision (c), a community college district shall comply with all
260 of the following requirements:

261 (1) Be a member of a consortium.

262 (2) Participate in regional planning efforts established pursuant to the federal Workforce Innovation and
263 Opportunity Act (Public Law 113-128) and other efforts to align workforce, employment, and education
264 services.

265 (3) Work with other members of the consortium to create and submit a plan to the chancellor by January
266 31, 2017, for inclusion in the submissions of regional plans for purposes of the program and the federal
267 Workforce Innovation and Opportunity Act (Public Law 113-128).

268 (4) Provide accessible performance and labor-market data that can be used by community college districts
269 and their regional partners to support the implementation of the program and describe related efforts to
270 align regional workforce and education programming with regional labor market needs, including, but not
271 limited to, regional planning efforts established pursuant to the federal Workforce Innovation and
272 Opportunity Act (Public Law 113-128).

273 (5) Certify that the use of funds will meet the intent of the program to accomplish all of the following:

274 (A) Increase the number of students in quality career technical education courses, programs, and
275 pathways that will achieve successful workforce outcomes.

276 (B) Increase the number of quality career technical education courses, programs, and pathways
277 that lead to successful workforce outcomes, or invest in new or emerging career technical
278 education courses, programs, and pathways that may become operative in subsequent years and
279 are likely to lead to successful workforce outcomes.

280 (C) Address recommendations from the Strong Workforce Task Force, including the
281 recommended provision of student services related to career exploration, job readiness and job
282 placement, and work-based learning.

283 (e) Funds appropriated to community college districts for the program shall supplement, not supplant, existing
284 funding of community college career technical education programs. This subdivision shall not be interpreted to
285 mean that a participating community college district is prohibited from eliminating or altering existing programs,
286 but the percentage of that community college district's total full-time equivalent students enrolled in career
287 technical education courses relative to the total full-time equivalent students enrolled in the district shall not be
288 reduced from the percentage computed for the 2015–16 fiscal year.

289 (f) A consortium shall allocate funds only to community college districts.

290 **88825.**

291 (a) This section applies commencing with the 2017–18 fiscal year.

293 (b) To promote the success of community college students and the career technical education programs that serve
294 them, up to 5 percent of the funds appropriated for the program may be allocated by the Board of Governors of

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295 the California Community Colleges to a community college district for statewide activities to improve and
296 administer the program, including the facilitation of system, program, and data alignment at the state and regional
297 levels and the implementation of the 25 recommendations presented to the board of governors on January 19 and
298 20, 2016, by the Strong Workforce Task Force. The chancellor's office shall consult with the California Workforce
299 Development Board and other appropriate state agencies on the development of all statewide activities that
300 would be implemented by the selected district to facilitate broader workforce and education system alignment.
301 Statewide coordination activities funded out of this allocation may include, but are not limited to, the following
302 activities:

303 (1) State-level coordination for the development of labor market analyses pertaining to economic and
304 industry trends and jobs projections for the purpose of supporting common regional planning efforts and
305 the alignment of career technical education program offerings with regional labor market dynamics.

306 (2) Research, evaluation, and technical assistance on the use of effective local and regional policies, best
307 practices, and model partnerships.

308 (3) Development and prototyping of innovative policies, practices, and coordinated services with local
309 workforce and education partners.

310 (4) Participation of community college districts in existing regional coalitions and planning efforts.

311 (5) Cross-training local program staff.

312 (6) Development and maintenance of a state-level cross-system data reporting mechanism with partners
313 formed pursuant to the federal Workforce Innovation and Opportunity Act (Public Law 113-128) for the
314 purpose of monitoring workforce program outcomes and performance accountability.

315 (7) Leveraging allocated funds with state and local partners through interagency agreements,
316 memorandums of understanding, or other appropriate mechanisms.

317 (c) (1) Forty percent of the funds apportioned for the program shall be apportioned directly to the fiscal agent of
318 the consortium for the purpose of funding regionally prioritized projects and programs that meet the needs of
319 local and regional economies, as identified in regional plans and Workforce Innovation and Opportunity Act (Public
320 Law 113-128) regional plans.

321 (2) Sixty percent of the funds apportioned for the program shall be apportioned directly to community college
322 districts in the consortium. Funds apportioned directly to a community college district shall be expended for
323 the purpose of funding regionally prioritized projects and programs within the community college district that
324 meet the needs of local and regional economies, as identified in regional plans and Workforce Innovation and
325 Opportunity Act (Public Law 113-128) regional plans. As a condition of receiving direct funding, each
326 community college district shall actively participate in its consortium.

327 (d) The allocation of funds to a consortium shall be based on a schedule determined by the chancellor's office and
328 is effective for the four years of each plan cycle. Within the four-year plan cycle, this schedule may be altered to
329 reflect changes in the statewide allocation for the program as appropriated in the annual Budget Act.

330 (e) The chancellor's office shall provide to the Department of Finance and the Legislative Analyst's Office its
331 recommendations for the allocation of funds available for each consortium no later than August 30 of each year.
332 The department shall approve the allocation plan before the release of funding.

333 (f) (1) For each four-year plan cycle, the chancellor's office shall determine the amount of funds to be allocated to
334 each consortium based on the following weighted factors in each region:

335 (A) The unemployment rate. This factor shall comprise 33 percent of the allocation formula.

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- 336 (B) The proportion of career technical education full-time equivalent students. This factor shall
337 comprise 33 percent of the allocation formula.
- 338 (C) The proportion of projected job openings. This factor shall comprise 17 percent of the
339 allocation formula.
- 340 (D) The proportion of successful workforce outcomes as evidenced by the performance
341 accountability measures of the federal Workforce Innovation and Opportunity Act (Public Law
342 113-128). This factor shall comprise 17 percent of the allocation formula.
- 343 (2) For each four-year plan cycle, the chancellor's office shall determine the amount of funds to be allocated
344 directly to each community college district within a consortium based on the weighted factors, specified in
345 subparagraphs (A) to (D), inclusive, of paragraph (1), in each district within the region.
- 346 (g) A consortium shall allocate funds in accordance with its plan and only to community college districts. Decisions
347 governing, or relating to, the distribution of the consortium's fiscal resources shall be determined exclusively by
348 the community college districts participating in the consortium.
- 349 (h) As a condition of receipt of funds under this section, a participating community college district shall comply
350 with all of the following:
- 351 (1) Be a member of a consortium.
- 352 (2) Participate in regional planning efforts formed pursuant to the federal Workforce Innovation and
353 Opportunity Act (Public Law 113-128) and other efforts that align workforce, employment, and education
354 services.
- 355 (3) Work with other consortium members to create and submit a plan to the chancellor's office by January
356 31 of every fourth year of a four-year plan cycle.
- 357 (4) Provide accessible performance and labor market data that can be used by community college districts
358 and their regional partners to support the implementation of the program and any related efforts to align
359 regional workforce and education programming with regional labor market needs, including, but not
360 limited to, regional planning efforts established pursuant to the federal Workforce Innovation and
361 Opportunity Act (Public Law 113-128).
- 362 (5) Include interested public universities in regional planning.
- 363 (6) Certify that the use of funds will meet the intent of the program to accomplish all of the following:
- 364 (A) Increase the number of students in quality career technical education courses, programs, and
365 pathways that will achieve successful workforce outcomes.
- 366 (B) Increase the number of quality career technical education courses, programs, and pathways
367 that lead to successful workforce outcomes, or invest in new or emerging career technical
368 education courses, programs, and pathways that may become operative in subsequent years and
369 are likely to lead to successful workforce outcomes.
- 370 (C) Address recommendations from the Strong Workforce Task Force, including the
371 recommended provision of student services related to career exploration, job readiness and job
372 placement, and work-based learning.
- 373 (i) Funds appropriated to community college districts for the program shall supplement, not supplant, existing
374 funding of community college career technical education programs. This subdivision shall not be interpreted to
375 mean that a participating community college district is prohibited from eliminating or altering existing programs,

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376 but the percentage of that community college district's total full-time equivalent students enrolled in career
377 technical education courses relative to the total full-time equivalent students enrolled in the district shall not be
378 reduced from the percentage computed for the 2015–16 fiscal year.

379 (j) Programs, courses, or instructional materials developed using funding from the program may be made available
380 to all community college districts, as appropriate, through the online clearinghouse of information created as part
381 of the Institutional Effectiveness Partnership Initiative.

382 **88826.**

383
384 (a) The chancellor's office shall implement performance accountability outcome measures for the program that
385 provide the Governor, the Legislature, and the general public with information that quantifies employer and
386 student outcomes for those participating in the program. These performance accountability measures shall, to the
387 extent possible, align with the performance accountability measures of the federal Workforce Innovation and
388 Opportunity Act (Public Law 113-128). Outcome measures shall include, to the extent possible, demographic data,
389 to allow policymakers and the general public to evaluate progress in closing equity gaps in program access and
390 completion, and earnings of underserved demographic groups.

391 (b) The chancellor's office shall post on its Internet Web site, for ease of access, all regional plans and their
392 subsequent progress plans, and solicit feedback from each consortium on recommendations they have for overall
393 program improvement.

394 (c) (1) Commencing in 2018, the chancellor's office shall submit a report on the program to the Governor and the
395 Legislature on or before the January 1 immediately subsequent to the fiscal year which the report addresses. This
396 report shall include, but is not limited to, all of the following:

397 (A) Data summarizing outcome accountability performance measures collected by the chancellor's office
398 pursuant to subdivision (a).

399 (B) A summary of recommendations for program improvement collected by the chancellor's office
400 pursuant to subdivision (b).

401 (C) Recommendations for future allocations to consortiums based upon program outcomes, including, at
402 a minimum, the number of certificates granted to, and wage increases of, students who have completed a
403 career technical education program.

404 (2) A report to be submitted pursuant to paragraph (1) shall be submitted in compliance with Section 9795 of
405 the Government Code.

Guidelines, Definitions and Reasonable Standards for Strong Workforce Funding Investment

(Local and Regional Share)

Reasonable

Reasonable is defined by the dictionary as: agreeable to sound judgment, not exceeding the limit prescribed by reason (not excessive), moderate in price, and a rational decision. Systems that can guide this definition are: necessary for the performance of the funding; follow sound business practices (procurement processes, follow state and local laws, follow the terms of the funding source); use of fair market prices; acting with prudence under the circumstances; and having no significant deviation from established prices.

The following, directly relate to Strong Workforce Education Code Requirements and some examples of the standard non-allowable activities that meet the "front-page of the newspaper" test of reasonable and the allowable indirect cost rate:

- **Supplanting:** Funds appropriated to community college districts for local or regional share investment shall supplement, not supplant, existing funding of community college career technical education programs. This shall not be interpreted to mean that a participating community college district is prohibited from eliminating or altering existing programs, but the percentage of that community college district's total full-time equivalent students enrolled in career technical education courses relative to the total full-time equivalent students enrolled in the district shall not be reduced from the percentage computed for the 2015–16 fiscal year. *[EC§88824(e)]*
- **Funding CTE Only:** Funds expended must show a direct benefit to the requirements of the Strong Workforce Program outcomes of increasing the number of quality students or programs in CTE courses programs and pathways and addressing the recommendations of the Strong Workforce Task Force. *[EC§88824(d)(5)(A-C)]*
- **Duplication of Effort:** To avoid duplication of effort, activities funded under the Strong Workforce Program shall be informed by, aligned with, and expand upon the activities of existing workforce and education regional partnerships, including those partnership activities that pertain to regional planning efforts established pursuant to the federal Workforce Innovation and Opportunity Act (Public Law 113-128), adult education block grant consortia, and K-12 career technical education programs. *[EC§88821(4)(d)]*
- **District Procedures:** All fiscal policy and program procedures adopted by the applicable Community College District shall be followed when expending (local and regional) allocations.

EXHIBIT D

- **Non-Allowable Activities:**

Entertainment – Costs of entertainment, including amusement, diversion, and social activities and any costs directly associated with such costs (such as tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities) are unallowable.

Alcoholic Beverages – Costs of alcoholic beverages are unallowable.

Contingency (Rainy Day Funds) – Contributions to a contingency reserve or any similar provision made for events the occurrence of which cannot be foretold with certainty as to time, intensity, or with an assurance of their happening, are unallowable.

Goods and Services for Personal Use – Cost of goods and services for Personal use is unallowable.

Lobbying – Lobbying is never allowed unless it meets the following criteria: (1) Technical and factual presentations on topics directly related to the performance of a grant, contract, or other agreement (through hearing testimony, statements, or letters to the Congress or a State legislature, or subdivision, member, or cognizant staff member thereof), in response to a documented request (including a Congressional Record notice requesting testimony or statements for the record at a regularly scheduled hearing) made by the recipient member, legislative body or subdivision, or a cognizant staff member thereof, provided such information is readily obtainable and can be readily put in deliverable form, and further provided that costs under this section for travel, lodging or meals are unallowable unless incurred to offer testimony at a regularly scheduled Congressional hearing pursuant to a written request for such presentation made by the Chairman or Ranking Minority Member of the Committee or Subcommittee conducting such hearings.

Contributions or Donations – Cash or property contributions or donations are unallowable.

Fund Raising and Investment Costs – Costs of organized fund raising, including financial campaigns, solicitation of gifts and bequests, and similar expenses incurred to raise capital or obtain contributions are unallowable, regardless of the purpose for which the funds will be used.

Indirect Cost Rates Allowed

Allocation	Indirect Cost Rate (Total Direct Costs)
60% Local Share	4%
40% Regional Share	No Indirect Allowed

The following table can be used as a quick reference guide for participation requirements and/or plan requirements as listed within Division 7, Title 3 Education Code Section 88820-88826 (Strong Workforce Program) guidelines. This table is not meant to substitute a full review of

EXHIBIT D

Division 7, Title 3 Education Code Section 88820-88826 (Strong Workforce Program) guidelines in their entirety in addition to all recommendations from the Strong Workforce Task Force. Links to the above mentioned documents and documents that are designed to inform in the development of these investments can be found at:

<http://doingwhatmatters.cccco.edu/StrongWorkforce.aspx>

<p>Recipients of Local or Regional Share Funding Shall</p>	<p>Plans for Local or Regional Share Funding Shall Address</p>
<p>Be a member of a consortium [EC§88824(d)(1)] (Career Technical Education Regional Consortium,” or “consortium,” means an administrative grouping of community college districts by the Division of Workforce and Economic Development of the chancellor’s office for the purpose of coordination and joint planning within regions, as defined in subdivision [EC88822§(c)])</p>	<p>Increasing the number of student in quality career technical education courses, programs, and pathways that will achieve successful workforce outcomes. [EC§88824(d)(5)(A)]</p>
<p>Work with other members of the consortium to create and submit a plan to the chancellor by January 31, 2017 [EC§88824 (d)(2)], for inclusion in the submissions of regional plans for purposes of the program and the federal Workforce Innovation and Opportunity Act (Public Law 113-128).</p>	<p>Increasing the number of quality career technical education courses, programs, and pathways that lead to successful workforce outcomes, or invest in new or emerging career technical education courses, programs, and pathways that may become operative in subsequent years and are likely to lead to successful workforce outcomes (completions, transfer, employment rates, employment in a field of study, earning, median change in earning, proportion of student who attained living wages). [EC§88824(d)(5)(B)]</p>
<p>Collaborate: [EC§88821(a-e)] All Community College Districts participating in local or regional investments are required to follow collaboration requirements as specified in these sections.</p>	<p>Address recommendations from the Strong Workforce Task Force, including the recommended provision of student services related to career exploration, job readiness and job placement, and work-based learning. [EC§88824(d)(5)(C)] http://doingwhatmatters.cccco.edu/portals/6/docs/sw/2016_11%20Workforce_Task_Force_Implementation%20Recommendations%20Version%201.pdf</p>
<p>LMI Data: [EC§88824(d)(4)] Provide accessible performance and labor-market data that can be used by community college districts and their regional partners to support the implementation of the program and describe related efforts to align regional workforce and education programming with regional labor market needs, including, but not limited to, regional planning efforts established pursuant to the federal Workforce Innovation and Opportunity Act (Public Law 113-128).</p>	<p>Local Investment Shall: Provide Evidence of Demand for Workers within the funded CTE Program or Across Multiple Programs</p> <ul style="list-style-type: none"> • Identify geography and occupations targeted • Identify demand and supply and gap Cite source of Labor Market Information

EXHIBIT D

<p>Local Investment Planning Efforts: <i>[EC§88823(f)]</i> Community College Districts participating in a consortium shall utilize their region’s plan to inform local campus planning efforts to implement career technical education courses, programs, and pathways and integrate available local, regional, state, and nonpublic resources to ensure that students will achieve successful workforce outcomes.</p>	<p>Regional Investment Shall -- <i>[EC 88823(b)(3-7)]</i> review for the following:</p> <ul style="list-style-type: none"> Summary of Local Share Investments by Sector Regional/Sub Regional Labor Market Information Supply & Demand Table with Living Wage Occupations Other Establish Questions & Agenda for Collaborative Regional Planning Are priority and emergent sectors for the region still the same? What more must be done for students to move through the region’s career pathways in the sectors? How will job placement, internships, and regional industry engagement be coordinated? How can industry inform and co-invest in CTE?
<p>Certifications: <i>[EC§88824(d)(5)(A-C)]</i>Community College Districts will certify that the use of funds will meet the intent of the program to accomplish all of the following:</p> <ul style="list-style-type: none"> (A) Increase the number of students in quality career technical education courses, programs, and pathways that will achieve successful workforce outcomes. (B) Increase the number of quality career technical education courses, programs, and pathways that lead to successful workforce outcomes, or invest in new or emerging career technical education courses, programs, and pathways that may become operative in subsequent years and are likely to lead to successful workforce outcomes. (C) Address recommendations from the Strong Workforce Task Force, including the recommended provision of student services related to career exploration, job readiness and job placement, and work-based learning. 	<p>Regional Share Plan <i>[EC §88823 (h)]</i></p> <p>Each region’s plan shall be for the primary purpose of informing the development of strategies related to career technical education and workforce development courses, programs, and pathways. Each region’s plan shall reflect strategies to efficiently and effectively utilize any available public and private resources, including funds for the Career Technical Education Pathways Program established in Part 52 (commencing with Section 88530), in a manner that better aligns career technical education courses, programs, and pathways with the needs of their regional economies.</p>
<p>Regional Share Consortium Shall:</p> <ul style="list-style-type: none"> • <i>[EC§88824(c)(1) & §88823(b)(1)]</i> each consortium shall select a CCD to be fiscal agent. • <i>[EC§88824(f)]</i> a consortium shall allocate funds only to CCDs. • <i>[EC§88823(b)(2)]</i> a consortium shall establish a governance model for the consortium. Fiscal Resources shall be determined exclusively by the CCDs participating in the consortium. 	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To:	Board of Trustees	Date: February 27, 2017
Re:	Approval of Sub-Agreement between RSCCD and Concentric Sky for the Career Technical Education (CTE) Data Unlocked Initiative	
Action:	Request for Approval	

BACKGROUND

Rancho Santiago Community College District was selected to serve as the Fiscal Agent for the California Community College Chancellor's Office's CTE Data Unlocked Initiative to support CTE program development and improvement efforts by providing a suite of tools, training, technical assistance and outcome and labor market data for the California community colleges. As the Fiscal Agent, RSCCD will develop sub-agreements with CTE Data Unlocked Initiative implementation partners.

ANALYSIS

The Chancellor's Office has selected Concentric Sky as an implementation partner to develop UI/UX as is commissioned by EdResults, WestEd, and/or CCCCO Workforce & Economic Development Division.

Project Director: Sarah Santoyo **Project Administrator:** Enrique Perez

RECOMMENDATION

It is recommended that the Board approve the sub-agreement and that the Vice Chancellor, Business Operations/Fiscal Services or his designee be authorized to sign and enter into a related contractual agreement on behalf of the district.

Fiscal Impact: \$200,000 (grant-funded)	Board Date: February 27, 2017
Prepared by: Sarah Santoyo, Director of Grants	
Submitted by: Enrique Perez, J.D., Interim Vice Chancellor of Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

**GRANT SUB-AGREEMENT BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
CONCENTRIC SKY**

This grant sub-agreement (hereinafter “Agreement”) is entered into on this 27th day of February, 2017, between Rancho Santiago Community College District (hereinafter “RSCCD”) and Concentric Sky (hereinafter “SUBCONTRACTOR”). RSCCD and SUBCONTRACTOR may be referred to individually as a “Party” and collectively as the “Parties” in this Agreement.

WHEREAS, RSCCD was selected to serve as the Fiscal Agent for the “CTE Data Unlocked Initiative,” Prime Award #15-197-001 (hereinafter “Grant”), from the California Community Colleges Chancellor’s Office (hereinafter “PRIME SPONSOR”), Workforce and Economic Development Division, to support CTE program development and improvement efforts by providing a suite of tools, training, technical assistance and outcome and labor market data for the California community colleges.

WHEREAS, RSCCD has the right to enter into agreements with outside entities for various services with the approval of the Board of Trustees; and

WHEREAS, SUBCONTRACTOR has agreed to participate in the purpose of the Grant according to the terms and conditions hereinafter set forth.

NOW, THEREFORE, the Parties hereby agree as follows:

ARTICLE I

1. **Statement of Work**
SUBCONTRACTOR agrees to perform the work as described in the Scope of Work (*Exhibit A*), which by reference is incorporated into this Agreement. SUBCONTRACTOR agrees to comply with all provisions, to perform all work as set forth in this Agreement and the aforementioned Statement of Work in a professional, timely and diligent manner.
2. **Period of Performance**
The period of performance for this Agreement shall be from February 28, 2017 through February 29, 2019.
3. **Total Cost**
The total cost to RSCCD for performance of this Agreement shall not exceed \$200,000 USD.
4. **Budget**
SUBCONTRACTOR agrees that expenditure of funds under this Agreement will be in accordance with the Budget presented in the Scope of Work (*Exhibit A*) submitted by the SUBCONTRACTOR and approved by the PRIME SPONSOR and/or RSCCD, as

appropriate, which by reference is incorporated into this Agreement. Modifications to the budget are allowed without prior approval, as long as the total dollar amount is not affected, and the outcomes of the Agreement will not be materially affected.

5. Invoices

SUBCONTRACTOR will submit invoices that include the Agreement number (refer to footer) and be submitted on a monthly basis, but no later than on a quarterly basis. Invoices should be submitted to the following address:

Rancho Santiago Community College District
ATTN: Sarah Santoyo, Director of Grants
2323 North Broadway, Suite 350
Santa Ana, CA 92706
Santoyo_Sarah@rsccd.edu

6. Payment

RSCCD shall remit payment to the SUBCONTRACTOR for the cost of the work performed through an invoicing process (see I.5 “Invoices”), up to but not exceeding the amount listed above under Article I.3. “Total Costs”.

7. Reporting

Through this Agreement, SUBCONTRACTOR agrees to provide data and submit reports, if requested and required by the PRIME SPONSOR. SUBCONTRACTOR will provide this information to RSCCD in a timely manner.

8. Expenditure of Grant Funds

SUBCONTRACTOR agrees to comply with all Grant requirements and that it is solely responsible for the appropriate expenditure of all Grant funds received and for any misappropriation or dis-allowment of Grant funds.

9. Modifications

Substantial changes to the program components and service levels detailed in the Scope of Work must be submitted for prior approval to the PRIME SPONSOR and/or RSCCD.

10. Time Extensions

SUBCONTRACTOR must spend all of the funds allocated through this Agreement within the timeframe of the Agreement.

11. Independent Contractor

SUBCONTRACTOR agrees that the service provided hereunder are rendered in its capacity as an independent contractor and that it is not in any way an agent of RSCCD, nor shall its employees be entitled to any personnel benefits of RSCCD whatsoever.

12. Subcontract Assignment

Unless specifically noted in the Scope of Work (*Exhibit A*), none of the duties of, or work to

be performed by, SUBCONTRACTOR under this Agreement shall be sub-contracted or assigned to any agency, consultant, or person without the prior written approval by the Prime Sponsor. No subcontract or assignment shall terminate or alter the legal obligation of SUBCONTRACTOR pursuant to this Agreement. SUBCONTRACTOR shall ensure that all subcontracts for services and contracted staff are procured in a manner consistent with state guidelines. By entering into this Agreement SUBCONTRACTOR agrees that it is the direct provider of intended services.

13. Record Keeping

SUBCONTRACTOR agrees to maintain project records for possible audit for a minimum of three (3) years after final payment or until any audit findings have been resolved, unless a longer period of records retention is stipulated.

14. Audit

SUBCONTRACTOR agrees that RSCCD, the PRIME SPONSOR, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. SUBCONTRACTOR agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, SUBCONTRACTOR agrees to include a similar right of RSCCD, the PRIME SPONSOR, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to the performance of this Agreement.

15. Mutual Indemnification

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

16. Termination

Either Party may terminate this Agreement, with or without cause upon thirty (30) days written notice served upon the other Party. Notice shall be deemed served on the date of mailing. Upon termination, or notice thereof, the Parties agree to cooperate with one another in the orderly transfer of contract responsibilities, records, and pertinent documents.

The obligations of RSCCD under this Agreement are contingent upon the availability of State funds, as applicable, for the reimbursement of SUBCONTRACTOR expenditures, and inclusion of sufficient funds for the services hereunder in the budget approved by the RSCCD Board of Trustees each fiscal year this Agreement remains in effect. In the event

that such funding is terminated or reduced, RSCCD shall provide SUBCONTRACTOR with written notification of such determination.

17. Disputes

In the event of a dispute between the Parties, the aggrieved Party shall notify the other Party and provide a detailed description of the alleged problem. The Parties agree to use reasonable efforts to resolve such dispute by good faith negotiations and mutual agreement. In the event such informal resolution is not successful within a reasonable period of time, the Parties hereby agree that such dispute will be resolved in the manner specified below.

Except as otherwise provided in this Agreement, any dispute concerning any question arising under this Agreement shall be decided by RSCCD and/or the PRIME SPONSOR. In such a case, the decision shall be reduced to writing and a copy thereof shall be mailed or otherwise furnished to SUBCONTRACTOR. The decision shall be final and conclusive unless within thirty (30) calendar days from the mailing or delivery of such copy, RSCCD receives from SUBCONTRACTOR a written request to appeal said decision. Pending final decision of the appeal, SUBCONTRACTOR shall act in accordance with the written decision of RSCCD or the PRIME SPONSOR, whichever is the final arbiter of the dispute. The handling of non-criminal complaints, including discrimination complaints, and complaints and reports of criminal fraud, waste and abuse shall be as prescribed by the State of California, and/or the PRIME SPONSOR, whichever is applicable, in accordance with applicable provisions of the Code of Federal Regulations.

18. Notices

All notices, reports and correspondence between the Parties hereto respecting this Agreement shall be via email or deposited in the United States Mail addressed as follows:

RSCCD: Primary Contact:
Rancho Santiago Community College District
Sarah Santoyo, Director of Grants
2323 N. Broadway, Suite 350
Santa Ana, CA 92706
(714) 480-7466; santoyo_sarah@rsccd.edu

Fiscal Representative:
Rancho Santiago Community College District
Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services
2323 North Broadway, Ste. 404-1
Santa Ana, CA 92706
(714) 480-7340, hardash_peter@rsccd.edu

SUBCONTRACTOR:

Primary Contact:

Wayne Skipper, CEO
1045 Willamette St.
Eugene, OR 97401
wayne@concentricsky.com

Fiscal Contact:

Gerri Couper, Controller
1045 Willamette St.
Eugene, OR 97401
(541) 342-8456
accounting@concentricsky.com

19. Total Agreement

This Agreement, together with the attachments hereto, expresses the total understanding of both Parties. There are no oral understandings of the Parties or terms and conditions other than as are stated herein. SUBCONTRACTOR acknowledges that it has read and agrees to all terms and conditions included in this Agreement.

20. Amendments

This Agreement may be modified or revised at any time by the Parties as long as the amendment is made in writing and signed by an authorized official of both Parties.

ARTICLE II

1. Legal Terms and Conditions

This Agreement will be implemented in accordance with the conditions defined in the Grant Agreement, RFA Specifications and the Grant Agreement Legal Terms and Conditions (Articles I, Rev. 01/16 and Article II, Rev. 05/14), as set forth and incorporated into this Agreement by reference. As the Grant is subject to any additional restrictions, limitations, or conditions enacted in the State Budget and/or Executive Orders that may affect the provisions, terms, or funding of this Agreement in any manner, RSCCD may modify this Agreement through an amendment, as needed. SUBCONTRACTOR agrees to expend all funds in accordance with all applicable federal, state and local laws and regulations.

[Reminder of page left intentionally blank. Signature page follows.]

IN WITNESS WHEREOF, the Parties hereto certify that they have read and understand all the terms and conditions contained herein and have caused this Agreement to be executed as of the day that both Parties have signed the Agreement.

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

SUBCONTRACTOR: *CONCENTRIC SKY*

By: _____
Name: Peter J. Hardash

Vice Chancellor
Title: Business Operations/Fiscal Services

Date: _____

By: _____
Name: Wayne Skipper

Title: CEO

Date: _____

Board Approval Date: February 27, 2017

Employer/Taxpayer Identification Number (EIN)

EXHIBIT A

Scope of Work

Concentric Sky will develop UI/UX as is commissioned by EdResults, WestEd, and/or CCCCO Workforce & Economic Development Division.

A RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET
MANAGEMENT/ACADEMIC
February 27, 2017

MANAGEMENT

2016/2017 Permanent Cabinet Annual Salary Schedule/Attachment #1

2016/2017 Permanent Management Annual Salary Schedule/Attachment #2

New Job Description/Attachment #3

Director
Los Angeles/Orange County Regional Consortia
(LAOCRC) Los Angeles County Director
Classified Supervisory
Grade Level C

Appointment

Kruizenga, Alicia M.
Dean
Student Affairs
Santa Ana College

Effective: March 16, 2017
Salary Placement: B-3 \$135,707.63/Year
(AC16-0582)

Utsuki, Melissa Y.
Public Information Officer
President's Office
Santa Ana College

Effective: March 6, 2017
Salary Placement: I-1 \$76,007.48/Year
(CL16-0868)

Change of Assignment

Arteaga, Elizabeth
From: Assistant Director, Small
Business Development Center
To: Director, Small Business
Initiative
Educational Services
District

Effective: February 1, 2017
From: L-7 \$87,269.74/Year
To: F-3 \$99,896.71/Year
(Reorg #1002)

Pham, My Le T.
From: Director II, Child Development
Center/Early Head Start
To: Director, Child Development Services
Quality Assurance
Child Development Services
District

Effective: February 7, 2017
From: J-3 \$79,485.53/Year
To: F-1 \$90,569.42/Year
(Reorg #992)

MANAGEMENT (CONT'D)

Interim Assignment

Perez, Lakysia M.
Director of Special Programs
Student Services
Santiago Canyon College

Effective: February 6 – June 30, 2017
Pay Rate: H-1 \$38.52/Hour

FACULTY

2017/2018 Institutional Tenure Review Recommendations/Attachment #4

Ratification of Resignation/Retirement

Hirsch, Rosemarie
Professor, Health Sciences/Nursing
Science, Mathematics & Health
Sciences Division
Santa Ana College

Effective: June 10, 2017 (Last Day)
Reason: Retirement

Lopez, David
Professor, Instrumental Music/
Ethnic Studies
Fine & Performing Arts Division
Santa Ana College

Effective: June 10, 2017 (Last Day)
Reason: Retirement

Adjusted Effective Date of Retirement

Haglund, Becky
Professor, Health Science/Nursing
Science, Mathematics & Health Sciences Division
Santa Ana College

From: June 29, 2017 (Last Day)
To: June 8, 2017 (Last Day)

Approval of Banked Leave of Absence

Harding, Glen
Professor, Computer Science
Business Division
Santa Ana College

Effective: February 6 – June 10, 2017
Banked Leave Withdrawal: 21.0 LHE

Mc Millan, Jeffrey
Professor, Chemistry
Science, Mathematics & Health
Sciences Division
Santa Ana College

Effective: February 6 – June 10, 2017
Banked Leave Withdrawal: 0.90 LHE

FACULTY (CONT'D)

Leave of Absence

Kibler-McNerney, Joanna
Instructor, ESL
Continuing Education Division (OEC)
Santiago Canyon College

Effective: November 14, 2016 – January 23, 2017
Reason: Maternity Leave

Adjusted 2015/2016 Contract Stipend

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

Effective: August 24, 2015 – June 2, 2016
From: \$500.00/Year
To: \$1,000.00/Year
Reason: Coordination Duties Increased

Beyond Contract/Overload Stipend

Grant, Madeline
Interim Dean/Professor, Marketing/Business
Business Division
Santa Ana College

Effective: March 11, 2017
Amount: \$500.00
Reason: Curriculum Development-
International Business (Project #2266)

Kowsari, Ali
Assistant Professor, Marketing
Business Division
Santa Ana College

Effective: March 10, 2017
Amount: \$500.00
Reason: Curriculum Development-
International Business (Project #2266)

Shweiri, Gabriel
Associate Professor, Marketing/
Management/International Business
Business Division
Santa Ana College

Effective: March 10, 2017
Amount: \$500.00
Reason: Curriculum Development-
International Business (Project #2266)

Adjusted Beyond Contract/Overload Hourly Step Increase

Mirbeik Sabzevary, Mohammadreza
Assistant Professor, Mathematics-Basic Skills
Continuing Education/CEC
Santa Ana College

Effective: February 6, 2017
From: II-4 \$59.94/Lecture Hour Rate
To: II-5 \$62.94/Lecture Hour Rate

Adjusted Part-time Hourly FARSCCD Rate Due to Column Change

Morante, Mac
Counselor
Counseling Division
Santa Ana College

Effective: February 6, 2017
From: IV-5 \$59.98
To: IV-5 \$58.98

FACULTY (CONT'D)

Adjusted Part-time Hourly FARSCCD Rate Due to Column Change (cont'd)

Ossia, Kamran
Instructor, Mathematics
Mathematics & Sciences Division
Santiago Canyon College
Effective: February 6, 2017
From: II-3 \$57.09/\$51.38
To: IV-3 \$62.94/\$56.65

Part-time Hourly New Hires/Rehires

Burris, Jennifer C.
Instructor, Fire Technology/Wellness/Nutrition
Human Services & Technology Division
Santa Ana College
Effective: February 6, 2017
Hourly Lecture/Lab Rates: IV-5 \$69.39/\$62.45

Castro Flores, Ruben
Instructor, High School Subjects/Math
Continuing Education Division (CEC)
Santa Ana College
Effective: February 21, 2017
Hourly Lecture Rate: I-3 \$47.94

Chamorro, Gustavo A
Instructor, Vocational/Business Skills
Continuing Education Division (CEC)
Santa Ana College
Effective: February 13, 2017
Hourly Lecture Rate: III-3 \$50.38

Rachi, Amber E
Coordinator, Older Adults
Continuing Education Division (CEC)
Santa Ana College
Effective: February 7, 2017
Hourly Rate: I-3 \$38.99

Ramirez, Adriana G
Instructor, History
Humanities & Social Sciences Division
Santa Ana College
Effective: February 13, 2017
Hourly Lecture Rate: II-3 \$57.09

Reyes, Christina M
Instructor, Vocational/Business Skills
Continuing Education Division (CEC)
Santa Ana College
Effective: February 6, 2017
Hourly Lecture Rate: I-3 \$47.94

Dyreson, Heidi J
Instructor, Speech Language Pathology Asst.
Human Services & Technology Division
Santa Ana College
Effective: February 13, 2017
Hourly Lecture/Lab Rates: II-3 \$57.09/\$51.38

FACULTY (CONT'D)

Part-time Hourly New Hires/Rehires

Meloch, Michelle L
Instructor, Speech Language Pathology Asst.
Human Services & Technology Division
Santa Ana College
Effective: February 13, 2017
Hourly Lecture/Lab Rates: II-3 \$57.09/\$51.38

Pham, Thuy Vi
Instructor, Communications
Arts/Humanities & Social Sciences Division
Santiago Canyon College
Effective: February 13, 2017
Hourly Lecture Rate: II-3 \$57.09

Rohman, Janet
Instructor, American Sign Language
Arts, Humanities & Social Sciences Division
Santiago Canyon College
Effective: February 14, 2017
Hourly Lecture/La Rates: IV-3 \$62.94/\$56.65

Torres, Sergio A
Instructor, Sociology
Arts/Humanities & Social Sciences Division
Santiago Canyon College
Effective: February 7, 2017
Hourly Lecture Rate: II-3 \$57.09

Vicario, Robert D
Instructor, Education
Human Services & Technology Division
Santa Ana College
Effective: February 13, 2017
Hourly Lecture/Lab Rates: III-3 \$59.94/\$53.95

Wilson, Stephen B
Instructor, Accounting
Business & Career Technical Education Division
Santiago Canyon College
Effective: February 13, 2017
Hourly Lecture Rate: II-3 \$57.09

Whitaker, Steven
Instructor, Broadcasting Technology
Fine & Performing Arts Division
Santa Ana College
Effective: February 15, 2017
Hourly Lecture/Lab Rates: I-3 \$54.37/\$48.93

Wu, Bruce P
Instructor, Physics
Mathematics & Sciences Division
Santiago Canyon College
Effective: February 7, 2017
Hourly Lecture/Lab Rates: II-3 \$57.09/\$51.38

FACULTY (CONT'D)

Non-paid Instructors of Record

Barlow, John W
Instructor, Apprenticeship/Carpentry
Business & Career Technical Education Division
Santiago Canyon College

Effective: February 27, 2017

Fernandez, Robert B
Instructor, Apprenticeship/Survey
Business & Career Technical Education Division
Santiago Canyon College

Effective: February 27, 2017

Shinn, Michael T
Instructor, Apprenticeship/Carpentry
Business & Career Technical Education Division
Santiago Canyon College

Effective: February 27, 2017

Non-paid Intern Service

Acevedo Sanchez, Aquetzali
Counseling Intern
Extended Opportunities Programs
& Services
Santiago Canyon College

Effective: February 28 – June 30, 2017
College Affiliation: CSU, Fullerton
Discipline: Counseling

Crisantos Valencia, Stephany
Talent Search Intern
Student Affairs
Santa Ana College

Effective: February 28 – June 30, 2017
College Affiliation: CSU, Fullerton
Discipline: Human Services

Lewis, Mariah
Talent Search Intern
Student Affairs
Santa Ana College

Effective: February 28 – June 30, 2017
College Affiliation: CSU, Fullerton
Discipline: Human Services

Mahoney, Melissa
Graduate Assistant Intern
Student Affairs
Santiago Canyon College

Effective: February 28 – June 30, 2017
College Affiliation: CSU, Long Beach
Discipline: Higher Education

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

2016/2017 PERMANENT CABINET ANNUAL SALARY SCHEDULE
 Effective July 1, 2016

TITLE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Exec. Vice Chancellor, HR & Educational Services	\$176,577.33	\$183,465.55	\$190,624.13	\$198,091.71	\$205,855.42	\$213,928.16	\$222,322.75
Vice Chancellor, Human Resources	\$176,577.33	\$183,465.55	\$190,624.13	\$198,091.71	\$205,855.42	\$213,928.16	\$222,322.75
Vice Chancellor, Business Operations & Fiscal Services	\$176,577.33	\$183,465.55	\$190,624.13	\$198,091.71	\$205,855.42	\$213,928.16	\$222,322.75
Vice Chancellor, Educational Services	\$176,577.33	\$183,465.55	\$190,624.13	\$198,091.71	\$205,855.42	\$213,928.16	\$222,322.75
President, Santa Ana College	\$176,577.33	\$183,465.55	\$190,624.13	\$198,091.71	\$205,855.42	\$213,928.16	\$222,322.75
President, Santiago Canyon College	\$176,577.33	\$183,465.55	\$190,624.13	\$198,091.71	\$205,855.42	\$213,928.16	\$222,322.75

ADDITIONAL COMPENSATION

Tax Sheltered Annuity: \$563.79 per month

Annual Salary Schedule is based on 12 Month Year

Reflects 1.06% COLA Retro to 7/1/16

Board Approval Date: 2/27/17

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
PERMANENT MANAGEMENT ANNUAL SALARY SCHEDULE
Effective July 1, 2016**

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
R	\$51,397.60	\$53,972.65	\$56,663.55	\$59,496.08	\$62,444.51	\$65,586.04	\$68,856.31
Q	\$53,316.01	\$55,968.29	\$58,762.20	\$61,723.49	\$64,813.53	\$68,045.18	\$71,457.10
P	\$55,324.53	\$58,092.69	\$61,002.47	\$64,041.01	\$67,246.93	\$70,620.21	\$74,160.89
O	\$57,551.94	\$60,423.10	\$63,448.75	\$66,603.17	\$69,937.84	\$73,452.74	\$77,122.17
N	\$60,101.22	\$63,113.99	\$66,255.53	\$69,577.32	\$73,053.62	\$76,710.16	\$80,546.96
M	\$62,753.50	\$65,907.92	\$69,191.06	\$72,654.49	\$76,285.27	\$80,096.33	\$84,100.49
L	\$65,817.78	\$69,100.94	\$72,564.35	\$76,182.29	\$79,980.45	\$83,984.63	\$88,194.80
K	\$69,152.46	\$72,615.86	\$76,220.91	\$80,031.95	\$84,036.12	\$88,259.17	\$92,675.37
J	\$72,860.50	\$76,491.28	\$80,328.08	\$84,332.26	\$88,555.29	\$92,984.36	\$97,632.29
I	\$76,813.16	\$80,649.96	\$84,692.76	\$88,915.81	\$93,357.74	\$98,044.28	\$102,936.86
H	\$81,280.84	\$85,349.40	\$89,623.94	\$94,104.51	\$98,803.94	\$103,747.98	\$108,936.68
G	\$86,186.27	\$90,499.44	\$95,018.64	\$99,769.55	\$104,752.24	\$110,005.33	\$115,503.01
F	\$91,529.46	\$96,125.89	\$100,928.33	\$105,975.39	\$111,279.95	\$116,842.01	\$122,674.46
E	\$98,507.79	\$103,438.98	\$108,614.79	\$114,048.11	\$119,738.94	\$125,738.74	\$132,021.83
D	\$109,400.19	\$113,777.73	\$118,335.53	\$123,060.73	\$127,991.88	\$133,103.33	\$138,433.66
C	\$118,129.53	\$122,841.85	\$127,747.27	\$132,858.71	\$138,176.14	\$143,699.58	\$149,454.78
B	\$126,807.39	\$131,867.31	\$137,146.13	\$142,618.08	\$148,321.77	\$154,257.22	\$160,437.30
A	\$135,459.48	\$140,867.05	\$146,519.24	\$152,377.43	\$158,454.50	\$164,801.96	\$171,394.03

Based on 12
Month/Year

Cola: 1.06%

Board Approved: February 27, 2017

Title	Grade	Position	Designation	Title	Grade	Position	Designation
Accounting Manager - Accounts Payable	G	Classified	Supervisory	Director of Grants	F	Classified	Supervisory
Accounting Manager - Payroll	G	Classified	Supervisory	Director, Academic Support	D	Classified	Supervisory
Assistant Dean, Admissions & Records	E	Academic	Administrative	Director, ACT/Corporate Training	F	Classified	Supervisory
Assistant Dean, Financial Aid, Scholarship & Veterans	E	Academic	Administrative	Director, Auxiliary Services	F	Classified	Supervisory
Assistant Dean, Criminal Justice Academies	F	Academic	Administrative	Director, Business & Career Technical Education	H	Classified	Supervisory
Assistant Dean, Fire Technology	F	Academic	Administrative	Director, Child Development Services Quality Assurance	F	Academic	Supervisory
Assistant Dean, Student Services	E	Academic	Administrative	Director, College Advancement	G	Classified	Supervisory
Assistant Director, Athletics & Sports Information	I	Classified	Supervisory	Director, College Research	F	Classified	Supervisory
Assistant Director, OC Small Business Development Center	L	Classified	Supervisory	Director, Continuing Education Support Services	H	Classified	Supervisory
Assistant Director, Small Business Initiative	L	Classified	Supervisory	Director, Digital Media Center	E	Classified	Supervisory
Assistant to the Executive Vice Chancellor	M	Classified	Confidential	Director, District Research, Planning & Institutional Effectiveness	F	Classified	Supervisory
Assistant to the President	M	Classified	Confidential	Director, Employment Services, Equity & Diversity	F	Classified	Supervisory
Assistant to the Vice Chancellor	M	Classified	Confidential	Director, Facility Planning, District Construction & Support Services	C	Classified	Administrative
Assistant Vice Chancellor, Educational Services	A	Classified	Administrative	Director, Fire Instruction	H	Academic	Supervisory
Assistant Vice Chancellor, Facility Planning, District Construction & Support Services	A	Classified	Administrative	Director, Global Trade & Logistics Initiative	F	Classified	Supervisory
				Director, Information Communications Technology/Digital			
Assistant Vice Chancellor, Fiscal Services	A	Classified	Administrative	Media Initiative	F	Classified	Supervisory
Assistant Vice Chancellor, Human Resources	A	Classified	Administrative	Director, Information Systems	D	Classified	Supervisory
				Director, Los Angeles/Orange County Regional Consortia			
Assistant Vice Chancellor, Information Technologies Services	A	Classified	Administrative	(LAOCC) OC Director	C	Classified	Supervisory
Associate Dean, Business & Career Technical Education	D	Academic	Administrative	Director, Network & Communications	D	Classified	Supervisory
Associate Dean, Disabled Student Programs & Services	D	Academic	Administrative	Director, Public Affairs & Publications	E	Classified	Supervisory
Associate Dean, EOPS	D	Academic	Administrative	Director, Purchasing Services	F	Classified	Supervisory
Associate Dean, Financial Aid	D	Academic	Administrative	Director, Retail, Hospitality & Tourism Initiative	F	Classified	Supervisory
Associate Dean, Health Science & Nursing	D	Academic	Administrative	Director, Small Business Development Center	F	Classified	Supervisory
Associate Dean, Instructional & Student Services	D	Academic	Administrative	Director, Small Business Initiative	F	Classified	Supervisory
Associate Dean, Student Development	D	Academic	Administrative	Director, Special Programs	H	Classified	Supervisory
Associate Director I, Child Development Center	Q	Academic	Supervisory	District Support Services Supervisor	I	Classified	Supervisory
Associate Director II, Child Development Center	O	Academic	Supervisory	Director, Workforce Education	C	Academic	Administrative
Associate Registrar	K	Classified	Supervisory	Enrollment Reporting Manager	G	Classified	Supervisory
Benefits Analyst	L	Classified	Confidential	Executive Assistant to the Board of Trustees	K	Classified	Confidential
Bookstore Manager	J	Classified	Supervisory	Executive Assistant to the Chancellor	J	Classified	Confidential
Budget Analyst	K	Classified	Confidential	Executive Director, Child Development Services	C	Academic	Administrative
Campus Budget Manager	H	Classified	Supervisory	Executive Director, College Advancement	C	Classified	Supervisory
Chief District Safety & Security	D	Classified	Supervisory	Facilities Manager	I	Classified	Supervisory
Custodial Supervisor	O	Classified	Supervisory	Facilities Project Manager	E	Classified	Supervisory
Dean, Arts, Humanities & Social Sciences	B	Academic	Administrative	Graphic Communications Manager	H	Classified	Supervisory
Dean, Business	B	Academic	Administrative	Human Resources Analyst	L	Classified	Confidential
Dean, Business & Career Technical Education	B	Academic	Administrative	Internal Audit Manager	G	Classified	Supervisory
Dean, Counseling	B	Academic	Administrative	Inventory, Delivery & Storage Supervisor	L	Classified	Supervisory
Dean, Counseling & Student Support Services	B	Academic	Administrative	Lieutenant District Safety & Security	H	Classified	Supervisory
Dean, Enrollment & Support Services	B	Academic	Administrative	Maintenance Supervisor	O	Classified	Supervisory
Dean, Kinesiology, Health & Athletics	B	Academic	Administrative	Manager, Fiscal Services	E	Classified	Supervisory
Dean, Fine & Performing Arts	B	Academic	Administrative	Project Manager	E	Classified	Supervisory
Dean, Human Services & Technology	B	Academic	Administrative	Publications and Electronic Media Manager	H	Classified	Supervisory
Dean, Humanities & Social Sciences	B	Academic	Administrative	Public Information Officer	I	Classified	Supervisory
Dean, Institutional Effectiveness, Library & Learning Support Services	B	Academic	Administrative	Registrar	G	Classified	Supervisory
Dean, Instruction & Student Services	B	Academic	Administrative	Risk Manager	H	Classified	Supervisory
Dean, Mathematics & Sciences	B	Academic	Administrative	Sergeant District Safety & Security	K	Classified	Supervisory
Dean, Science, Mathematics & Health Science	B	Academic	Administrative	Vice President, Academic Affairs	A	Academic	Administrative
Dean, Student Affairs	B	Academic	Administrative	Vice President, Administrative Services	A	Classified	Administrative
Director I, Child Development Center	L	Academic	Supervisory	Vice President, Continuing Education	A	Academic	Administrative
Director II, Child Development Center	J	Academic	Supervisory	Vice President, Student Services	A	Academic	Administrative

Position List Revised: February 6, 2017

**DIRECTOR, LOS ANGELES/ORANGE COUNTY REGIONAL CONSORTIA
(LAOCRC) Los Angeles County Director**

CLASS SUMMARY

The Los Angeles/Orange County Regional Consortium's (LAOCRC) Los Angeles County Director position provides responsible leadership for convening and managing the 27 community colleges of the region with a primary focus on serving the 19 community colleges of Los Angeles County. The LA Director will work collaboratively with the Orange County Director. The position builds and maintains workforce, business and industry partnerships and collaborations. The position coordinates multiple long range local and regional initiatives while advancing the consortium strategic plan and program approval process. Some travel statewide is required.

REPRESENTATIVE DUTIES

- Provides leadership and long range economic and workforce planning in consultation with CEOs, CIOs, CTE deans, faculty, and workforce constituents as needed.
- Manages the Consortium in collaboration with the Orange County Director, including organizing Consortium wide meetings, developing and managing budgets, meeting reporting requirements, representing the Consortium at statewide meetings and other operating duties of LAOCRC.
- Serves the 19 Los Angeles County college CTE and workforce/economic units to provide guidance and direction on program and grant planning, data utilization, workforce needs, and curriculum development in alignment with local and regional goals.
- Facilitates implementation of the Doing What Matters initiatives and the Strong Workforce recommendations in the Los Angeles County region.
- Works with DSNs and various workforce/economic development agencies (WIOA, LAEDC, WDBs, chambers) in Los Angeles County to identify and develop strategies to determine work-based needs for student readiness. Serves as regional liaison to external business and appropriate community organizations.
- Convenes and coordinates meetings and collaborations to leverage campus resources, professional development, and regional initiatives to meet regional goals.
- Provides leadership in budget management, and the assessment of effectiveness measures in CTE and workforce development.
- Plans, schedules and communicates regularly to colleges, workforce groups, and other stakeholders on county specific activities/ initiatives and employer needs.
- Applies participatory governance principles and interpersonal relationship building in a fair and consistent manner with deans, faculty, staff, and students, where applicable.

ORGANIZATIONAL RELATIONSHIPS

This position reports to the designated administrator and manages assigned components of the Los Angeles/Orange County Regional Consortia grant in Los Angeles County and supervises the program staff.

**DIRECTOR, LOS ANGELES/ORANGE COUNTY REGIONAL CONSORTIA
(LAOCRC) Los Angeles County Director (cont'd)**

REQUIRED SKILLS AND QUALIFICATIONS

Minimum Qualifications: A Master's degree business administration, marketing, or related field and a minimum of five years of experience in workforce development preferably at the community college level; a background in career & technical education, economic & workforce development, and regional project development; and an understanding of the role of CTE deans and campus faculty.

Desired Qualifications

- Experience as a CTE Dean
- Teaching experience in community college
- Earned doctorate
- Experience delivering results in outcome based initiatives
- Excellent communication skills, both written and oral, and experience with leading discussions and making presentations using appropriate technology resources
- Experience facilitating large groups
- Grant management experience

Required Skills: Thorough knowledge of: federal and state regulations governing workforce education; statistical and financial procedures; administration, supervision and training principles for staff. Communicate actual and proposed changes in regulations; understand and apply changing policies procedures, and guideline; write and speak effectively; make program and procedural analyses; maintain records and documentation subject to external audit.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2017/2018
INSTITUTIONAL TENURE REVIEW RECOMMENDATIONS

ATTACHMENT #4

LAST NAME	FIRST NAME	DIVISION	LOCATION	RECOMMENDATION
Alduenda	Leann	Fine & Performing Arts	SAC	Contract III
Bennett	Sarah	Fine & Performing Arts	SAC	Contract II
Benson	Kyla	Human Svcs & Tech	SAC	Tenure
Bootman	Ashly	Humanities & Social Sci	SAC	Contract III
Breeden	Emma	Arts, Humanities & Social Sci	SCC	Contract III
Briones	Michael	Fine & Performing Arts	SAC	Contract II
Campbell	Alondo	Humanities & Social Sci	SAC	Tenure
Carpio	Brenda	Arts, Humanities & Social Sci	SCC	Contract II
Corp	Richard	Science, Math, & Health Sci	SAC	Contract III
Cotter	Matthew	Math & Science	SCC	Contract II
Crabill	Phillip	Counseling & Student Support Svcs	SCC	Tenure
Crammer	Cale	Arts, Humanities & Social Sci	SCC	Contract II
Cummings	Reyna	Fine & Performing Arts	SAC	Contract II
Danova	Veselka	Math & Science	SCC	Contract III
Daugherty	Seth	Institutional Effectiveness, Library & Learning Sup Svcs	SCC	Contract II
Dermody	Michael	Fine & Performing Arts	SAC	Contract II
Dibb	Patrick	Science, Math, & Health Sci	SAC	Contract III
Dinh-Mahavongtrakul	Minhan	Science, Math, & Health Sci	SAC	Contract II
Dufala	Christopher	Fine & Performing Arts	SAC	Contract II
Engstrom	Vanessa	Arts, Humanities & Social Sci	SCC	Contract III
Escobar	Dora	Counseling & Student Support Svcs	SCC	Contract III
Estrada	Maria	Student Services	SAC	Contract II
Fosmire	Edward	Fine & Performing Arts	SAC	Contract III
Freese	Amy	Arts, Humanities & Social Sci	SCC	Contract II
Frizler	Karla	Continuing Ed	SCC	Contract II
Galvan	Juana	Counseling & Student Support Svcs	SCC	Contract II
Garnett	Susan	Continuing Ed	SAC	Contract III
Gause	Tiffany	Arts, Humanities & Social Sci	SCC	Tenure
Gonzalez	Haydee	Counseling	SAC	Contract III
Govea-Von Velasco	Melissa	Arts, Humanities & Social Sci	SCC	Contract II
Graham	Song	Counseling & Student Support Svcs	SCC	Contract III
Guevara	Angela	Continuing Ed	SCC	Contract II
Gutierrez	Erika	Arts, Humanities & Social Sci	SCC	Contract II
Hager	Benjamin	Science, Math, & Health Sci	SAC	Tenure
Hall	Kathryn	Arts, Humanities & Social Sci	SCC	Contract II
Hedenberg	Lacy	Counseling & Student Support Svcs	SCC	Contract III
Hernandez	Rosalba	Continuing Ed	SCC	Contract III
Higgins	Conor	Humanities & Social Sci	SAC	Contract III
Hoang	Susan	Fine & Performing Arts	SAC	Contract III
Hostetter	Darren	Fine & Performing Arts	SAC	Contract III
Johnson	Kimberly	Math & Science	SCC	Contract III
Kelley	Sara	Humanities & Social Sci	SAC	Contract II
Khalid	Donna	Continuing Ed	SAC	Contract II
King	Judith	Fine & Performing Arts	SAC	Contract II
Kirchen	DeAnna	Business & Career Technical Ed	SCC	Contract III
Kowsari	Ali	Business	SAC	Contract II
Kramer	Jessica	Math & Science	SCC	Contract III
Lamourelle	Chantal	Human Svcs & Tech	SAC	Contract II
Lechuqa	Janet	Science, Math, & Health Sci	SAC	Tenure
Lui	Rachel	Science, Math, & Health Sci	SAC	Contract III
Macintyre	Michelle	Counseling	SAC	Contract III
Madriqal	Osiel	Continuing Ed	SAC	Contract II
Martin	Linda	Institutional Effectiveness, Library & Learning Sup Svcs	SCC	Contract III
Mathot	Sarah	Human Svcs & Tech	SAC	Contract III
Meckes	Ana	Counseling	SAC	Contract III
Meloni	Jennifer	Human Svcs & Tech	SAC	Contract III
Mirbeik Sabzevary	Mohammadreza	Continuing Ed	SAC	Contract II
Mishal	Amit	Science, Math, & Health Sci	SAC	Contract III
Moreno	Alejandro	Continuing Ed	SAC	Contract II
Muir	Shannon	Counseling	SAC	Contract II
Nguyen	Kelly	Science, Math, & Health Sci	SAC	Contract II
Nilles	Thomas	Kinesiology, Health & Athletics	SAC	Contract III
Nyssen	Adam	Kinesiology, Health & Athletics	SAC	Tenure
Oase	Daniel	Continuing Ed	SCC	Contract II
Papa	Elenor Gael	Science, Math, & Health Sci	SAC	Contract II
Patton	Carrie	Continuing Ed	CEC/SAC	Tenure
Pecenovic	Nidzara	Arts, Humanities & Social Sci	SCC	Contract III
Petrocelli	Rachel	Arts, Humanities & Social Sci	SCC	Contract II
Pham	Elaine	Continuing Ed	SCC	Contract II
Pineda	Maribel	Counseling	SAC	Contract III
Quach	Nguyen	Business	SAC	Contract III
Ro	Kelly	Science, Math, & Health Sci	SAC	Contract III
Robledo	Joanna	Counseling	SAC	Tenure
Salcido	Denise	Continuing Ed	SCC	Contract II
Saterfield	Kalonji	Fine & Performing Arts	SAC	Contract II
Seitz	Carol	Science, Math, & Health Sci	SAC	Contract II
Shirah	Melissa	Business & Career Technical Ed	SCC	Contract II
Siddiqui	Shereen	Arts, Humanities & Social Sci	SCC	Contract II
Simmerman	Stacy	Humanities & Social Sci	SAC	Contract II
Smith	Kimberly	Business	SAC	Contract II
Strong	John	Business	SAC	Contract III
Sung	Linda	Business	SAC	Contract II
Tashima	John	Continuing Ed	CEC/SAC	Contract III
Taylor	Michael R.	Fine & Performing Arts	SAC	Contract III
Tolentino	Justin	Science, Math, & Health Sci	SAC	Contract II
Torneo	Nicole	Math & Science	SCC	Contract III
Valles	Rodrigo	Humanities & Social Sci	SAC	Contract II
Vasquez	Michelle	Science, Math, & Health Sci	SAC	Contract III
Viera	Violeta	Continuing Ed	SAC	Contract II
Vu	Vivien	Student Services	SCC	Contract III
Weber	Merari	Continuing Ed	SAC	Contract II

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET

CLASSIFIED

FEBRUARY 27, 2017

CLASSIFIED

2016-2017 CSEA Salary Schedule

Attachment #1

Out of Class Assignment

Gonzalez, Araceli Instructional Center Tech./ School of Continuing Education/ SAC	Effective: 02/06/17 – 06/30/17 Grade 7, Step 5 + 2.5%L + 2.5%Bil + 3PG(1500) \$49,256.30
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Change in Position

Ford, Michelle From: Program Specialist/ Std Health & Wellness/SCC To: Administrative Secretary (CL16-0898) Student Health & Wellness/ SCC	Effective: February 21, 2017 Grade 12, Step 1 \$46,539.62
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Salas, Sarah From: Admissions/Records Spec III/ School of Continuing Education/ SAC To: Graduation Specialist (CL16-0872) School of Continuing Education/ SAC	Effective: February 6, 2017 Grade 15, Step 2 + 12.5%L + 6PG (3000) \$67,396.49
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Salary Placement correction

Garbis, Tiffany Graduation Specialist/ Admissions & Records/ SCC	Effective: January 12, 2017 Grade 15, Step 4 + 2.5%L + 7PG (2000) \$66,679.30
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Professional Growth Increment

Glomba, Irena Executive Secretary/ School of Continuing Education/ SAC	Effective: March 1, 2017 Grade 14, Step 6 + 5%L + 3PG (1500) \$70,753.32
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Ratification of Resignation/Retirement

Patel, Jagruti Science Lab Coordinator/ SCC	Effective: February 1, 2017 Reason: Medical Layoff
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CLASSIFIED HOURLY

Professional Growth Increment

Cadenas, Abimael Instructional Assistant/ School of Continuing Education/ SAC	Effective: March 1, 2017 Grade 5, Step A + 1PG (250) \$16.60/Hour + \$20.82/Mo. PG
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TEMPORARY ASSIGNMENT

Arroyo, Judy Administrative Clerk/ Admin. Services/ SAC	Effective: 03/01/17 – 06/02/17
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Carrizosa, Jason Learning Facilitator / Science & Math /SAC	Effective: 02/28/17 – 06/16/17
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Dinh, Anh Instructional Assistant/ Business Div./ SAC	Effective: 02/28/17 – 06/09/17
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Holmes Crawford, Judith Instructional Assistant/ Humanities & Soc. Sci./ SAC	Effective: 02/28/17 – 06/30/17
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Huynh, Kelly Learning Facilitator / Science & Math /SAC	Effective: 02/28/17 – 06/16/17
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Kim, Hyung Instructional Assistant/ Science & Math /SAC	Effective: 02/28/17 – 06/30/17
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Lee, Gower Student Services Coord./ Student Services/ SCC	Effective: 02/28/17 – 06/30/17
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Lloyd, Sabrina Student Services Specialist/ Financial Aid/ SCC	Effective: 02/28/17 – 06/30/17
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Meza, Joanna Instructional Assistant/ Fine & Performing Arts/ SAC	Effective: 02/28/17 – 06/30/17
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TEMPORARY ASSIGNMENT cont'd

Molina, Paola
Learning Facilitator / Science & Math
/SAC
Effective: 02/28/17 – 06/16/17

Porter, Michael
Learning Facilitator / Science & Math
/SAC
Effective: 02/28/17 – 06/16/17

Wing, Sadie
Admissions Assistant/ School of
Continuing Education/ SAC
Effective: 02/28/17 – 06/30/17

Zarate, Joel
Instructional Assistant/ Business Div./ SAC
Effective: 02/28/17 – 06/11/17

Additional Hours for Ongoing Assignment

Diaz Escoto, Berenice
Instructional Assistant/ OEC/ SCC
Effective: 01/10/17 – 06/30/17
Not to exceed 19 consecutive days in any
given period.

Duong, Thao
Instructional Assistant/ School of
Continuing Education/ SAC
Effective: 01/11/17 – 06/30/17
Not to exceed 19 consecutive days in any
given period.

Eng, Gregory
Reprographics Tech./ Publications/ OEC
Effective: 02/01/17 – 06/30/17
Not to exceed 19 consecutive days in any
given period.

Gandarilla, Aurea
Career Technician/ Counseling/ SAC
Effective: 02/21/17 – 06/30/17
Not to exceed 19 consecutive days in any
given period.

Gomez, Lisa
Alternate Media Specialist/ DSPS/ SAC
Effective: 12/19/16 – 06/30/17
Not to exceed 19 consecutive days in any
given period.

Lu, Leslie
Admissions Assistant/ School of
Continuing Education/ SAC
Effective: 01/17/17 – 06/30/17
Not to exceed 19 consecutive days in any
given period.

Additional Hours for Ongoing Assignment cont'd

Medina Alarcon, Alondra Instructional Assistant/ Humanities & Soc. Sci./ SAC	Effective: 02/13/17 – 06/30/17 Not to exceed 19 consecutive days in any given period.
Moran Carrasco, Carlos Instructional Assistant/ School of Continuing Education/ SAC	Effective: 02/13/17 – 06/30/17 Not to exceed 19 consecutive days in any given period.

Change of Short Term Assignment

Ontiveros, Tara Assessment Assistant/ Counseling/ SAC	Effective: 12/11/16 – 06/30/17
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Substitute Assignments

Diaz, Mario Student Services Specialist/ Student Services/ SCC	Effective: 01/30/17 – 04/11/17
Gardea Magana, Omar Instructional Assistant/ School of Continuing Education/ SAC	Effective: 11/11/16 – 06/30/17 Not to exceed 19 consecutive days in any given period.
Nguyen, Dan Tam Instructional Assistant/ Science & Math /SAC	Effective: 01/30/17 – 04/26/17 Not to exceed 19 consecutive days in any given period.
Wing, Sadie Admissions Assistant/ School of Continuing Education/ SAC	Effective: 02/21/17 – 06/30/17

MISCELLANEOUS POSITIONS

Amsler, Brittany Community Services Presenter/ SAC	Effective: 01/26/17
De Rosas, Angelica Child Dev. Intern II/ Child Dev. Services/ SCC	Effective: 01/01/17 – 06/30/17

MISCELLANEOUS POSITIONS cont'd

Kim, Kaleb Business Expert Prof. II/ SBDC	Effective: 02/06/17 – 06/30/17
Schultza, Jennifer Community Services Presenter/ SAC	Effective: 02/04/17
Skaggs, Timothy Coaching Assistant/ Kinesiology/ SAC	Effective: 02/07/17
Sneddon, Marta Community Services Presenter/ SAC	Effective: 01/11/17
Steffens, John Community Services Presenter/ SAC	Effective: 02/25/17
Varela, Karen Community Services Presenter/ SAC	Effective: 02/27/17

Instructional Associates/Associate Assistants

Criminal Justice

Giudice, Erin	Effective: 02/28/17
Oliva, Kent	Effective: 02/28/17

COMMUNITY SERVICE PRESENTERS

Stipends Effective January 11 – February 10, 2017

Gonzalez, Silvia	Amount: \$ 84.60
Reick, Jane	Amount: \$ 74.45
Rounds, Michael	Amount: \$ 73.32
Rudd, James	Amount: \$ 2,083.22

**SANTA ANA COLLEGE
STUDENT ASSISTANT LIST**

Avila, Mireya	Effective:	01/09/17-06/30/17
Canseco Cruz, Roselia J.	Effective:	02/07/17-06/30/17
Cui, Huilian	Effective:	02/07/17-06/30/17
Diaz, Stephanie	Effective:	02/07/17-06/30/17
Gonzalez, Brian D.	Effective:	01/30/17-06/30/17
Gonzalez, Erica J.	Effective:	01/09/17-06/30/17
Gutierrez, Lorena	Effective:	01/09/17-06/30/17
Jasso, Alfredo	Effective:	02/07/17-06/30/17
Leite Agaton, Jonathan J.	Effective:	02/07/17-06/30/17
Morales, Samuel A.	Effective:	02/07/17-06/30/17
Palomino, Brianna J.	Effective:	02/07/17-06/30/17
Perry, Brittney C.	Effective:	02/07/17-06/30/17
Prado, Sonia	Effective:	01/09/17-06/30/17
Roldan, Gisselle	Effective:	02/07/17-06/30/17
Tapia, Jesse	Effective:	02/07/17-06/30/17
Torres, Eduardo	Effective:	02/07/17-06/30/17

Stipends

Avendano Cruz, Jessica	Counseling: Students 4	Students Peer Mentor
\$1700.00 One Time Stipend Fall 2016	Effective:	08/22/16-12/09/16

Bahena, Karol	Counseling: S4S Champions
\$300.00 One Time Stipend Fall 2016	Effective: 08/26/16-12/02/16

Benjamin, Paige E.	Counseling: Students 4	Students Peer Mentor
\$2400.00 One Time Stipend Fall 2016	Effective:	08/22/16-12/09/16

Bernstein, Paula A	Counseling: S4S Champions
\$300.00 One Time Stipend Fall 2016	Effective: 08/26/16-12/02/16

Castillo, Beatrice	Counseling: S4S Champions
\$300.00 One Time Stipend Fall 2016	Effective: 08/26/16-12/02/16

Castillo, Monique C.	Counseling: Students 4	Students Peer Mentor
\$900.00 One Time Stipend Fall 2016	Effective:	08/22/16-12/09/16

Castillo Jacobo, Joe L.	Counseling: Students 4	Students Peer Mentor
\$1900.00 One Time Stipend Fall 2016	Effective:	08/22/16-12/09/16

Choukry, Kenza	Counseling: S4S Champions
\$300.00 One Time Stipend Fall 2016	Effective: 08/26/16-12/02/16

Cruz, Sandra	Counseling: S4S Champions
\$300.00 One Time Stipend Fall 2016	Effective: 08/26/16-12/02/16

Cortes Viguera, Hector E.	Counseling: Students 4	Students Peer Mentor
\$3000.00 One Time Stipend Fall 2016	Effective:	08/22/16-12/09/16

**SANTA ANA COLLEGE cont'd
STUDENT ASSISTANT LIST**

Dimas, Luis A. \$300.00 One Time Stipend Fall 2016	Counseling: S4S Champions Effective: 08/26/16-12/02/16
Esqueda, Juan R. \$300.00 One Time Stipend Fall 2016	Counseling: S4S Champions Effective: 08/26/16-12/02/16
Fuertes Diaz, Schendell Y. \$2700.00 One Time Stipend Fall 2016	Counseling: Students 4 Students Peer Mentor Effective: 08/22/16-12/09/16
Galvan, Alma S. \$300.00 One Time Stipend Fall 2016	Counseling: S4S Champions Effective: 08/26/16-12/02/16
Garcia, Lorenzo E. \$700.00 One Time Stipend Intersession 2017	Counseling: Students 4 Students Peer Mentor Effective: 01/09/17-02/09/17
Ha, Christine T. \$1600.00 One Time Stipend Fall 2016 \$700.00 One Time Stipend Intersession 2017	Counseling: Students 4 Students Peer Mentor Effective: 08/22/16-12/09/16 Effective: 01/09/17-02/09/17
MacHuca, Lineth L. \$300.00 One Time Stipend Fall 2016	Counseling: S4S Champions Effective: 08/26/16-12/02/16
Miller, Marvin L. \$300.00 One Time Stipend Fall 2016	Counseling: S4S Champions Effective: 08/26/16-12/02/16
Montoya Chavez, Pablo F. \$1600.00 One Time Stipend Fall 2016 \$700.00 One Time Stipend Intersession 2017	Counseling: Students 4 Students Peer Mentor Effective: 08/22/16-12/09/16 Effective: 01/09/17-02/09/17
Munoz, Annette M. \$300.00 One Time Stipend Fall 2016	Counseling: S4S Champions Effective: 08/26/16-12/02/16
Nguyen, Thuy T. \$300.00 One Time Stipend Fall 2016	Counseling: S4S Champions Effective: 08/26/16-12/02/16
Paz, Melissa K. \$1600.00 One Time Stipend Fall 2016	Counseling: Students 4 Students Peer Mentor Effective: 08/22/16-12/09/16
Pineda, Noe M. \$300.00 One Time Stipend Fall 2016	Counseling: S4S Champions Effective: 08/26/16-12/02/16
Pope, Brandon J. \$300.00 One Time Stipend Fall 2016	Counseling: S4S Champions Effective: 08/26/16-12/02/16

**SANTA ANA COLLEGE cont'd
STUDENT ASSISTANT LIST**

Ramirez, Cindy	Counseling: Students 4	Students Peer Mentor
\$2700.00 One Time Stipend Fall 2016	Effective:	08/22/16-12/09/16
\$500.00 One Time Stipend Intersession 2017	Effective:	01/09/17-02/09/17
Ramos-Ramirez, Amairani	Counseling: S4S Champions	
\$300.00 One Time Stipend Fall 2016	Effective:	08/26/16-12/02/16
Rivera Montelongo, Mayra G.	Counseling: S4S Champions	
\$300.00 One Time Stipend Fall 2016	Effective:	08/26/16-12/02/16
Rodriguez, Cristina	Counseling: S4S Champions	
\$300.00 One Time Stipend Fall 2016	Effective:	08/26/16-12/02/16
Sanchez, Brian L.	Counseling: Students 4	Students Peer Mentor
\$1600.00 One Time Stipend Fall 2016	Effective:	08/22/16-12/09/16
Sarabia, Katherine	Counseling: Students 4	Students Peer Mentor
\$3200.00 One Time Stipend Fall 2016	Effective:	08/22/16-12/09/16
\$700.00 One Time Stipend Intersession 2017	Effective:	01/09/17-02/09/17
Silva Arajuo, Roxana	Counseling: Students 4	Students Peer Mentor
\$250.00 One Time Stipend Intersession 2017	Effective:	01/09/17-02/09/17
Tran, Pierre T.	Counseling: Students 4	Students Peer Mentor
\$1600.00 One Time Stipend Fall 2016	Effective:	08/22/16-12/09/16
\$600.00 One Time Stipend Intersession 2017	Effective:	01/09/17-02/03/17
Valdovinos Alvarez, Irving	Counseling: S4S Champions	
\$300.00 One Time Stipend Fall 2016	Effective:	08/26/16-12/02/16
Vargas Sandoval, Brenda	Counseling: Students 4	Students Peer Mentor
\$2700.00 One Time Stipend Fall 2016	Effective:	08/22/16-12/09/16
\$600.00 One Time Stipend Intersession 2017	Effective:	01/09/17-02/03/17

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

Aguirre, Mayra	Effective: 02/02/2017 – 06/30/2017
Bravo, Alex	Effective: 02/02/2017 – 06/30/2017
Caliolio, Raphael	Effective: 02/02/2017 – 06/30/2017
Chang, David	Effective: 01/23/2017 – 06/30/2017
Cortez, Sonia	Effective: 01/17/2017 – 06/30/2017
Florentino Bustillo, Miguel	Effective: 01/26/2017 – 06/30/2017
Hernandez, Andrea	Effective: 02/07/2017 – 06/30/2017
Kazarian, Blake	Effective: 01/30/2017 – 06/30/2017
Lahdab, Yasmine	Effective: 02/01/2017 – 06/30/2017
Peker, Yusuf	Effective: 01/26/2017 – 06/30/2017
Perez, Joshua	Effective: 01/23/2017 – 06/30/2017
Poldrugo, Jessica	Effective: 02/07/2017 – 06/30/2017
Tsai, Patricia	Effective: 02/07/2017 – 06/30/2017
Vega, Leilany	Effective: 02/02/2017 – 06/30/2017
Williams, Kyle	Effective: 02/07/2017 – 06/30/2017

CALIFORNIA SCHOOL EMPLOYEE'S ASSOCIATION
PERMANENT CONTRACT ANNUAL SALARY SCHEDULE
Effective: July 1, 2016

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
1	\$31,067.75	\$32,651.37	\$34,286.54	\$36,011.80	\$37,814.33	\$39,719.85
2	\$31,956.13	\$33,539.77	\$35,226.42	\$37,003.18	\$38,870.09	\$40,839.98
3	\$32,857.40	\$34,453.91	\$36,217.80	\$38,058.96	\$39,977.35	\$41,985.88
4	\$33,938.90	\$35,612.67	\$37,389.44	\$39,282.09	\$41,264.86	\$43,324.89
5	\$35,046.16	\$36,810.05	\$38,651.21	\$40,582.48	\$42,616.75	\$44,754.03
6	\$36,282.18	\$38,123.32	\$40,054.61	\$42,063.12	\$44,187.54	\$46,389.18
7	\$37,749.95	\$39,655.48	\$41,638.26	\$43,749.76	\$45,964.30	\$48,243.18
8	\$39,282.09	\$41,264.86	\$43,324.89	\$45,539.42	\$47,818.33	\$50,213.09
9	\$40,930.12	\$43,003.01	\$45,178.91	\$47,457.81	\$49,826.83	\$52,324.63
10	\$42,784.12	\$44,947.16	\$47,200.32	\$49,556.47	\$52,015.61	\$54,616.40
11	\$44,689.66	\$46,917.05	\$49,260.32	\$51,758.12	\$54,358.89	\$57,075.55
12	\$47,032.94	\$49,427.71	\$51,899.74	\$54,487.65	\$57,255.80	\$60,088.35
13	\$49,504.97	\$51,964.11	\$54,564.90	\$57,333.07	\$60,191.34	\$63,229.88
14	\$52,170.12	\$54,783.78	\$57,539.06	\$60,410.21	\$63,474.50	\$66,654.67
15	\$55,105.65	\$57,848.08	\$60,757.85	\$63,770.64	\$67,002.32	\$70,336.95
16	\$58,466.07	\$61,401.61	\$64,440.13	\$67,684.67	\$71,083.72	\$74,624.38
17	\$61,929.49	\$65,032.40	\$68,289.80	\$71,714.61	\$75,319.64	\$79,117.81
18	\$65,740.52	\$69,049.46	\$72,525.75	\$76,156.53	\$79,980.45	\$83,971.74
19	\$70,066.59	\$73,568.62	\$77,276.66	\$81,164.96	\$85,207.76	\$89,495.18
20	\$74,843.27	\$78,589.93	\$82,516.85	\$86,624.02	\$91,014.45	\$95,546.52
21	\$80,019.08	\$84,023.25	\$88,246.30	\$92,688.24	\$97,284.67	\$102,164.34
22	\$86,830.03	\$91,156.09	\$95,726.76	\$100,542.08	\$105,550.50	\$110,842.19

Based on 12 Month/Year

Service Recognition:

10 Years	2.5%
15 Years	5.0%
20 Years	7.5%
25 Years	10 %
30 Years	12.50%

Differential Pay:

Bilingual Requirement	2.5%
Swing Shift	5%
Graveyard Shift	7.5%

COLA 1.06%

Board Approved: February 27, 2017

Rancho Santiago Community College District
CALIFORNIA SCHOOL EMPLOYEE'S ASSOCIATION
PERMANENT HOURLY SALARY SCHEDULE
Effective: July 1, 2016

GRADE	STEP 1	2.50%	5.00%	7.50%	10.00%	12.50%
C	\$10.50	\$10.76	\$11.03	\$11.29	\$11.55	\$11.81
B	\$12.56	\$12.88	\$13.20	\$13.51	\$13.82	\$14.13
A	\$14.42	\$14.79	\$15.14	\$15.50	\$15.86	\$16.22
1	\$14.88	\$15.26	\$15.62	\$16.00	\$16.37	\$16.74
2	\$15.30	\$15.69	\$16.06	\$16.45	\$16.83	\$17.21
3	\$15.74	\$16.14	\$16.52	\$16.92	\$17.32	\$17.71
4	\$16.25	\$16.66	\$17.07	\$17.48	\$17.89	\$18.29
5	\$16.78	\$17.20	\$17.62	\$18.04	\$18.45	\$18.88
6	\$17.38	\$17.82	\$18.25	\$18.69	\$19.12	\$19.55
7	\$18.08	\$18.53	\$18.98	\$19.43	\$19.89	\$20.34
8	\$18.81	\$19.28	\$19.75	\$20.22	\$20.69	\$21.16
9	\$19.60	\$20.10	\$20.58	\$21.07	\$21.57	\$22.05
10	\$20.49	\$21.01	\$21.52	\$22.03	\$22.54	\$23.05
11	\$21.41	\$21.94	\$22.48	\$23.01	\$23.55	\$24.08
12	\$22.52	\$23.09	\$23.65	\$24.21	\$24.77	\$25.34
13	\$23.71	\$24.30	\$24.90	\$25.49	\$26.08	\$26.68
14	\$24.99	\$25.61	\$26.24	\$26.87	\$27.49	\$28.11
15	\$26.39	\$27.06	\$27.71	\$28.38	\$29.03	\$29.69
16	\$28.00	\$28.70	\$29.41	\$30.11	\$30.80	\$31.50
17	\$29.66	\$30.40	\$31.14	\$31.88	\$32.62	\$33.36
18	\$31.48	\$32.26	\$33.06	\$33.84	\$34.62	\$35.41
19	\$33.56	\$34.40	\$35.24	\$36.08	\$36.92	\$37.76
20	\$35.85	\$36.75	\$37.64	\$38.54	\$39.43	\$40.33
21	\$38.33	\$39.28	\$40.25	\$41.20	\$42.16	\$43.12
22	\$41.59	\$42.63	\$43.67	\$44.71	\$45.75	\$46.79

Based on 12 Month/Year

Service Recognition:

10 Years 2.5%
15 Years 5.0%
20 Years 7.5%
25 Years 10 %
30Years 12.5%

Differential Pay:

Bilingual Requirement 2.5%

1.06% Cola

Board Approved: February 27, 2017

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Human Resources

To:	Board of Trustees	Date: February 27, 2017
Re:	Approval of Public Disclosure of Collective Bargaining Agreement between the Rancho Santiago Community College District and the California School Employees Association, Chapter 579	
Action:	Request for Action	

BACKGROUND

The District and the California School Employees Association (CSEA) have reached tentative agreement for the 2016-17 fiscal year. The tentative agreement was ratified by the CSEA membership on February 21, 2017.

ANALYSIS

The proposed agreement is presented to the Board of Trustees for approval. The fiscal implications of the proposed contract are presented on the attached disclosure.

RECOMMENDATION

It is recommended that the Board of Trustees approve the agreement with the California School Employees Association, Chapter 579 for the period of July 1, 2016 through June 30, 2017.

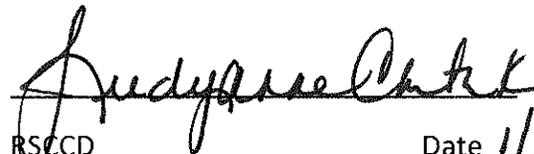
Fiscal Impact: As presented on attached disclosure	Board Date: February 27, 2017
Item Prepared by: Judyanne Chitlik, Vice Chancellor, Human Resources	
Item Submitted by: Judyanne Chitlik, Vice Chancellor, Human Resources	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

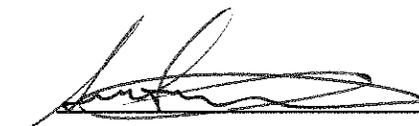
Tentative Agreement
between
California School Employees Association and its chapter #579
and
Rancho Santiago Community College District
1-25-17

The parties agree to the following terms and conditions which finalize the total compensation agreement for the 2016-17 fiscal year.

1. 1.06% on schedule retroactive to July 1st, 2016.
2. .5% off schedule retroactive to July 1st, 2016.
3. Professional growth increase from its current 7 increments to a new total of 10 increments effective upon ratification by the parties.
4. One floating holiday to be used between the date of ratification and June 30, 2017.


CSEA President 1/25/2017
Date


RSCCD Date 1/25/2017


CSEA LRR 1-25-17
Date

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT
 In Accordance with AB 1200 (Statutes of 1991, Chapter 1213) and Gov. Code 3547.5

Rancho Santiago Community College District

Name of Bargaining Unit: CSEA Chapter 579

The proposed agreement covers the period beginning July 1, 2016 and ending June 30, 2017
 and will be acted upon by the Governing Board at its meeting on February 27, 2017.

A. Proposed Change in Compensation

Compensation			Fiscal Impact of Proposed Agreement		
			Current Year 2016-17		
1.	Step and Column - Increase (Decrease) Due to movement plus any changes due to settlement	Cost (+/-)	\$269,733	\$0	\$
2.	Salary Schedule Increase (Decrease)	Cost (+/-)	\$365,341	\$0	\$
				%	%
3.	Other Compensation - Increase (Decrease) (Stipends, Bonuses, etc.) FRINGE BENEFITS	Cost (+/-)		\$0	\$
	1 Floating Holiday		\$126,057		
	0.50% off schedule payment		\$172,331		
	Increase of cash benefits		\$70,800		
	Longevity Increase		\$86,056	%	%
4.	Statutory Benefits - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, Ret Ben, etc.	Cost (+/-)	\$270,813	\$0	\$
	PERS rate increase from 11.847% to 13.888%		\$703,110	%	%
5.	Health/Welfare Plan - Increase (Decrease)	Cost (+/-)	\$564,501		\$
				%	%
6.	Total Compensation - Increase (Decrease) (Total Lines 1 - 5)	Cost (+/-)	\$2,628,742		\$
				%	%
7.	Total Number of Represented Employees		682		
8.	Total Compensation Cost for Average Employee - Increase (Decrease)	Cost (+/-)	\$3,854		\$
		Effective Impact %	5.52%		%

Please include comments and explanations as necessary:

1.06% on schedule retroactive to July 1, 2016

0.50% off schedule retroactive to July 1, 2016

Professional growth increase from its current 7 increments to a new total of 10 increments effective

upon ratification by the parties. Unknown cost, however each earned increment cost \$250 for 19 hour or less and \$500 for 20 hours or more.

B. Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff development days, teacher prep time, etc.)

Provide one floating holiday to be taken by June 30, 2017

C. What are the specific impacts on instructional and support programs to accommodate settlement? Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations?

None anticipated

D. What contingency language is included in the proposed agreement (reopeners, etc.)?

None

E. Source of Funding for Proposed Agreement

1. Current Year

Base revenue

2. How will the ongoing cost of the proposed agreement be funded in future years?

Base revenue plus general fund income

3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations)

N/A. Financial aspects of agreement will be reopened each year

F. Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	N/A
b. State Standard Minimum Reserve Percentage for this District	N/A
c. State Standard Minimum Reserve Amount for this District (Line 1 times Line 2 or \$50,000 for a district with less than 1,001 ADA)	N/A

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties	N/A
b. General Fund Budgeted Unrestricted Unappropriated Amount	N/A
c. Special Reserve Fund (J-207) Budgeted Designated for Economic Uncertainties	N/A
d. Special Reserve Fund (J-207) Budgeted Unappropriated Amount	N/A
e. Article XIII B Fund (J-241) Budgeted Designated for Uncertainties	N/A
f. Article XIII B Fund (J-241) Budgeted Unappropriated Amount	N/A
g. Total District Budgeted Unrestricted Reserves	N/A

3. Do unrestricted reserves meet the standard minimum reserve amount? Yes No

G. Certification

<p>The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement in accordance with the requirements of AB 1200 and GC 3547.5</p>	
<p>_____</p> <p>District Chancellor</p>	<p>_____</p> <p>Date</p>

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Human Resources

To: Board of Trustees	Date: February 27, 2017
Re: Approval of Compensation Adjustment for Management and Cabinet Employees	
Action: Request for Action	

BACKGROUND

Each year the Board of Trustees considers compensation adjustments for non-represented management and cabinet employees.

ANALYSIS

It is the recommendation of the Chancellor that the management and cabinet salary schedules be increased by 1.06% and by 0.5% off schedule payment effective July 1, 2016.

RECOMMENDATION

It is recommended that the Board of Trustees approve a 1.06% salary adjustment and a 0.5% off-schedule payment for management and cabinet employees effective July 1, 2016.

Fiscal Impact: None	Board Date: February 27, 2017
Item Prepared by: Judyanne Chitlik, Vice Chancellor, Human Resources	
Item Submitted by: Judyanne Chitlik, Vice Chancellor, Human Resources	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Human Resources

To:	Board of Trustees	Date: February 27, 2017
Re:	Approval of Agreement with AON Consulting, Inc. for Benefit Plan Consultation Services	
Action:	Request for Action	

BACKGROUND

AON Consulting, Inc. has been the district's Broker of Record for RSCCD's employee benefit programs for more than ten (10) years. Last year, the district moved into the Alliance of Schools for Cooperative Insurance Programs (ASCIP) insurance pool for the medical, dental and vision benefits and entered into a new agreement with AON clarifying their diminished role as our broker. The contract expired on December 31, 2016 and the district wishes to enter into a new contract with AON with the same terms and conditions as the previous contract.

ANALYSIS

AON Consulting, Inc. is the district's Broker of Records for life insurance benefits and MetLaw. Its fees are paid by commission; therefore, there is no cost to the district.

RECOMMENDATION

It is recommended that the Board of Trustees approve the agreement with AON Consulting, Inc. for benefit plan consultation services.

Fiscal Impact: None	Board Date: February 27, 2017
Item Prepared by: Judyanne Chitlik, Vice Chancellor, Human Resources	
Item Submitted by: Judyanne Chitlik, Vice Chancellor, Human Resources	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

Statement of Work

Employee Benefit Plan Consulting Services

This Statement of Work ("SOW"), effective as of February 28, 2017, is between Aon Consulting, Inc, an Aon Hewitt company, and its licensed brokerage affiliates ("Aon Hewitt") and Rancho Santiago Community College District ("Client"). This SOW and the services provided hereunder are subject to the terms and conditions in the Master Consulting Agreement between Aon Hewitt and Client, dated as of July 1, 2015 ("MCA"). In the event of any conflict between this SOW and the MCA, the terms of this SOW shall govern.

This SOW commences on February 28, 2017, and will remain in effect until December 31, 2021, unless terminated earlier by either party as permitted in the MCA. Aon Hewitt's obligation to render services will end at the expiration of this SOW.

Services

The services to be provided under this SOW are set forth in [Exhibit A](#) hereto ("Services"). Any work product arising out of the services set forth in Exhibit A shall constitute the "Deliverables" as that term is defined in Section 5 of the MCA. Client acknowledges that, in order for Aon Hewitt to meet critical completion dates and operate within budget expectations, Client will need to provide information requested by Aon Hewitt at various intervals. For example, Aon Hewitt may need Client to:

- Provide historical benefit plan documentation.
- React to preliminary project findings.
- Be accessible for conference calls and/or meetings.
- Approve final versions of project-related documentation.
- Provide written approval of Aon Hewitt's compensation and written instruction to bind Client's chosen insurance program.

Fees and Payment Schedule

Aon Hewitt is named broker of record for the plan. Aon Hewitt will receive commissions as disclosed and agreed to in a separate comprehensive disclosure statement, which will be provided in advance of insurance placements. Where permitted by applicable law, a portion of these commissions will be used for the purpose of delivering services to Client's employee benefit plan. Aon Hewitt will be responsible for the delivery of services described in this SOW. If services listed in Exhibit A are not permitted to be offset by the commissions received, then Client will pay for those services based on the time required to complete the assignment, or via a fixed fee if provided for in this SOW. Unless otherwise set forth in such writing, our fees for other projects will be determined in accordance with Aon Hewitt's then current billing rates and the value of Aon Hewitt services based on time, complexity, and the level of skill and urgency required. We will discuss estimated fees in more detail for larger projects. If you remove Aon Hewitt as broker of record during the course of this Agreement, commissions are not subject to return.

Out-of-Pocket Expenses

Charges from third-party vendors for printing or production services on Client's behalf will be passed through to Client, as well as any sales or use tax that Aon Hewitt becomes obligated to pay in connection with services provided on Client's behalf.

If Client require copies of files for transferring services to other service providers during or after this engagement, such services will be available based on Aon Hewitt's standard hourly time-and-expense rates.

Change In Scope

Please be aware that requested changes in the scope of services provided by Aon Hewitt could result in an increase in fees and charges. Changes in scope could include, but are not limited to, the following:

- Bidding the life, disability, medical, dental or vision coverage;
- Assignment of additional roles, responsibilities, or functions related to the plan; or
- Other factors which were not anticipated and increase the complexity of timing of plan operations or which affect Aon Hewitt's responsibilities or duties.

In the event that Client's operations or insurance programs substantially change by merger, acquisition, expansion, or other material change in scope and nature of exposures, Client will inform Aon Hewitt, and Client and Aon Hewitt will negotiate in good faith to revise this SOW as appropriate.

Changes in the services or additional projects may also be included as part of this engagement, as mutually agreed to in writing or email by the parties. Unless otherwise set forth in such writing, Aon Hewitt's fees for other projects will be determined on a time and materials basis in accordance with Aon Hewitt's then current billing rates and the value of Aon Hewitt's services based on Aon Hewitt's time, complexity, and the level of skill and urgency required. Aon Hewitt will discuss estimated fees in more detail for larger projects. Materials include (but are not limited to) such items as printing, binding, shipping, outside supplier charges, etc.

Disclosures

Aon Hewitt will disclose to Client all marketing quotes, including any applicable commission rates, received prior to binding any coverages for Client's insurance programs. Client will also be provided prior to binding with a disclosure of any amounts to be paid to Aon Hewitt and/or Aon Hewitt affiliate intermediaries if available, in connection with coverages placed for Client's insurance programs, including any fees, if applicable, paid to Aon Hewitt for services it provides to third parties.

In addition to retail commissions, Aon Hewitt may receive additional forms of compensation from insurers and third parties including but not limited to: national additional commissions, subscription market brokerage charges and/or administrative expense reimbursements. This revenue is in addition to and shall not be credited against the fees or any other compensation earned hereunder and shall not be applied to any service set forth in Exhibit A. As of the effective date of this SOW, the Health and Benefits Practice does not accept contingent compensation. If this policy on accepting contingent compensation changes, we will notify you at that time. Additional information is available upon request.

In some instances, insurance placements made by Aon Hewitt on Client's behalf may require the payment of state surplus lines or other premium taxes and/or fees in addition to the premium itself. Aon Hewitt will make every effort to identify any of these taxes and/or fees in advance, but in all instances the

payment of these taxes and/or fees will remain Client's responsibility. Aon Hewitt will invoice Client for the payment of these taxes and fees. Client acknowledges its responsibility to report and communicate in writing to Aon Hewitt changes in exposures, loss related data, and other material changes during the course of this SOW.

Aon Hewitt's goal is to procure insurance for Client with insurance companies possessing the financial strength to perform in today's economic environment. Toward this objective, Aon Hewitt regularly reviews publicly available information concerning an insurer's financial condition, including, but not limited to:

- Approvals by various regulatory authorities;
- Analyses of insurers by professional rating agencies such as A.M. Best, Standard and Poor's, Moody's, and/or Fitch; and
- The input of Aon Hewitt's global affiliates and correspondents.

Most Aon Hewitt placements are made with insurers that are rated "Excellent" by the professional rating agencies; however, Aon Hewitt does not guarantee the solvency of any insurer. Aon Hewitt encourages Client to review the publicly available information made available by Aon Hewitt. The decision to accept or reject an insurer will be made solely by Client.

Aon Hewitt and/or its affiliates may from time to time maintain contractual relationships with the insurers that are recommended as potential markets, or with whom Client's coverage may ultimately be placed. Further details concerning Aon Hewitt's relationship with insurance carriers can be found at <http://www.aon.com/about-aon/corporate-governance/corporate/market-relationships/contractual-relationship-with-carriers.jsp#>.

Aon Hewitt's professional services do not in any case include legal, investment, or accounting services, and we are not a fiduciary to your plans. The services and work product provided by Aon Hewitt hereunder are provided solely for Client's internal use; they are not intended to be used or relied upon by third parties.

This SOW must be signed below by authorized representatives of the parties. Counterparts may be delivered via facsimile, electronic mail (including pdf) or other transmission method and any counterpart so delivered shall be deemed to have been duly and validly delivered and be valid and effective for all purposes.

Rancho Santiago Community Colledge District

Aon Consulting, Inc.

By: _____

By: _____

Name: Judyanne Chitlik

Name: _____

Title: Vice Chancellor, HR

Title: _____

Date: _____

Date: _____

Exhibit A—Services to Be Provided

Services Included in Scope of Agreement	
I. Financial Management	
<i>A. Marketing Services - life and legal services</i>	
▪ Provide cost projections and funding analysis to include employer cost and employee contributions	Paid by commissions
▪ Conduct review of business provisions in supplier/carrier contract	Paid by commissions
▪ Monitor AM Best ratings of supplier/carriers	Paid by commissions
<i>B. Cost Control Strategy Analysis – life and legal services</i>	
▪ Review of actual claims vs. budget	Paid by commissions
▪ Analyze factors driving plan cost and recommend opportunities to better manage cost, access, and quality	Paid by commissions
▪ Provide claims reports on periodic basis (if available)	Paid by commissions
▪ Develop alternative employee contribution strategies and formulas	Paid by commissions
II. Vendor Management	
<i>A. Ongoing Management – life and legal services</i>	
▪ Assist with billing issues and other vendor problems	Paid by commissions
▪ Troubleshoot problem claims issues	Paid by commissions
▪ Coordinate with vendor to resolve issues on delivery, enrollment and other contract issues	Paid by commissions
<i>B. Scheduled Management</i>	
▪ Meet with your staff to discuss issues and open items, as needed	Paid by commissions
▪ Evaluate and assist with elective benefit offers	Paid by commissions
III. Plan and Benefit Management	
▪ Review programs to determine if competitive – on regional, industry and size basis – life and legal services	Paid by commissions
IV. Implementation Services	
▪ Help negotiate final contracts to ensure they conform to bid specifications – life and legal services	Paid by commissions
▪ Participate in design and system review meetings	Paid by commissions
▪ Review contracts and booklets	Paid by commissions
▪ Establish procedures with vendors	Paid by commissions
▪ Pre-Implementation Audit	Paid by commissions
▪ Review applications	Paid by commissions
V. Compliance and Regulatory Services	
▪ Send bulletins on hot topics and legislative issues	Paid by commissions
VI. Account Management and Client Services	
▪ Completion of stewardship report for life and legal services	Paid by commissions
▪ Meet with your staff on an as needed basis to discuss issues and open items	Paid by commissions
▪ Complete an action plan and update regularly	Paid by commissions
▪ Inform you of changes in the insurance marketplace	Paid by commissions

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Human Resources

To: Board of Trustees	Date: February 27, 2017
Re: Approval of Employee Calendar 2017-2018	
Action: Request for Action	

BACKGROUND

In accordance with the negotiated holidays specified in the Agreement between the District and California School Employees Association (CSEA) and its Chapter 579, the 2017-2018 Employee Calendar has been developed.

ANALYSIS

The calendar reflects the holidays designated in the Education Code, plus all additional holidays listed in the CSEA bargaining agreement.

RECOMMENDATION

It is recommended that the board approve the 2017-2018 Employee Calendar.

Fiscal Impact: None	Board Date: February 27, 2017
Item Prepared by: Judyanne Chitlik, Vice Chancellor, Human Resources	
Item Submitted by: Judyanne Chitlik, Vice Chancellor, Human Resources	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT EMPLOYEE CALENDAR 2017 - 2018

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
							1
JULY	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31	1	2	3	4	5
	6	7	8	9	10	11	12
AUGUST	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31	1	2
SEPTEMBER	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
OCTOBER	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31	1	2	3	4
NOVEMBER	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30	1	2
DECEMBER	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
	31	1	2	3	4	5	6
JANUARY	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
	28	29	30	31	1	2	3
FEBRUARY	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	1	2	3
MARCH	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	31
APRIL	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	1	2	3	4	5
MAY	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31	1	2
JUNE	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30

Independence Day: July 4

Labor Day: September 4

Veterans Day: November 10

Thanksgiving: November 23-24

Holiday Recess: December 25-29

New Years Day: January 1

Martin Luther King Holiday: January 15

Lincoln's Birthday: February 16

Presidents Day: February 19

Cesar Chavez Day: March 30

Spring Break: April TBD

Memorial Day: May 28

Board Approved: February 27, 2017