

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**  
**Board of Trustees (Regular meeting)**  
**Monday, March 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 March 13, 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 INFORMATIONAL ITEMS AND ORAL REPORTS**

- 2.1 Report from the Chancellor
- 2.2 Reports from College Presidents
  - Enrollment
  - Facilities
  - College activities
  - Upcoming events
- 2.3 Report from Student Trustee
- 2.4 Reports from Student Presidents
  - Student activities
- 2.5 Report from Classified Representative
- 2.6 Reports from Academic Senate Presidents
  - Senate meetings
- 2.7 Informational Presentation on the Budget
- 2.8 Reports from Board Committee Chairpersons
  - Board Facilities Committee
  - Orange County Community Colleges Legislative Task Force

## **3.0 INSTRUCTION**

- \*3.1 Approval of Corrected College Central Network, Inc.'s Career Services Central Application Service Provider (ASP) Agreement Action  
The administration recommends approval of the corrected agreement with College Central Network, Inc.'s Career Services Central ASP as presented.
- \*3.2 Acceptance of Professor Regina Lamourelle's Sabbatical Leave Report Action  
The administration recommends acceptance of Dr. Lamourelle's Sabbatical Leave Report.
- \*3.3 Approval of Upward Bound Math and Science Summer Residential Contract with California State University, Fullerton Action  
The administration recommends approval of the Upward Bound Math and Science Summer Residential Program Contract with California State University, Fullerton.

## **4.0 BUSINESS OPERATIONS/FISCAL SERVICES**

- \*4.1 Approval of Payment of Bills Action  
The administration recommends payment of bills as submitted.
- \*4.2 Approval of Budget Increases/Decreases and Budget Transfers Action  
The administration recommends approval of budget increases, decreases and transfers from February 25, 2017, to March 10, 2017.

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

- \*4.3 Approval of 2017-2018 Tentative Budget Assumptions Action  
The administration recommends approval of the 2017-2018 Tentative Budget Assumptions as presented.
- \*4.4 Approval of Amendment to Agreement with Hammel, Green and Abrahamson, Inc. for Professional Design Services for Science Center Project at Santa Ana College (SAC) Action  
The administration recommends approval of the amendment with Hammel, Green and Abrahamson, Inc. in Santa Monica for professional design services for the Science Center project at SAC as presented.
- \*4.5 Ratification of Agreements for Emergency Relocation of Music Building to Johnson Student Center at Santa Ana College per Resolution No. 17-01 with Patriot Contracting & Engineering, Inc., et. al. Action  
The administration recommends ratification of agreements, incorporated herein by reference, for the emergency relocation of the Music Building to the Johnson Student Center at SAC per Resolution No. 17-01 with Patriot Contracting & Engineering, Inc., et. al., as presented.
- \*4.6 Acceptance of Completion of Resolution No. 17-01 Authorizing Emergency Contracts for Immediate Construction Improvements to Johnson Student Center at Santa Ana College and Approval of Recording of Notice of Completion Action  
The administration recommends acceptance of the project as complete and approval of filing a Notice of Completion with the County as presented.
- \*4.7 Acceptance of Completion of Bid #1308 for Buildings A & B Soffit Repairs and Child Development Center (CDC) Post Repairs at Santiago Canyon College (SCC) and Approval of Recording of Notice of Completion Action  
The administration recommends acceptance of the project as complete and approval of filing a Notice of Completion with the County as presented.
- \*4.8 Acceptance of Completion of Bid #1312 for Tenant Improvements at District Office and Approval of Recording of Notice of Completion Action  
The administration recommends acceptance of the project as complete and approval of filing a Notice of Completion with the County as presented.
- \*4.9 Approval of Independent Contractor Action  
The administration recommends approval of the following independent contractor: Aric Bostick Success Training to provide keynote guest speaker services at Pathways to Teaching Annual Tomorrow's Teachers Conference and Orange County Teacher Pathway Partnership Teacher/Faculty Professional Development Day. Dates of service are April 21, 2017, through April 22, 2017. The fee is estimated at \$15,000.

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

- \*4.10 Approval of Purchase Orders Action  
The administration recommends approval of the purchase order listing for the period February 1, 2017, through March 10, 2017.

## **5.0 GENERAL**

- \*5.1 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:  
- Disabled Students Programs & Services (DSPS) (SCC)                      \$785,760

- \*5.2 Approval of Second Amendment to Sub-Agreement between RSCCD and IDMLOCO for Career Technical Education Data Unlocked Grant Action  
The administration recommends approval of the amendment to 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.

- \*5.3 Adoption of Resolution No. 17-08 Certifying Emergency Closure of Santa Ana College Early Childhood Education Center Action  
The administration recommends adoption of Resolution No. 17-08 certifying the SAC Early Childhood Education Center was closed due to an emergency gas and water outage on February 22, 23, and 24 of 2017.

- 5.4 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
  
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 (FARSCCD)  
California School Employees Association (CSEA), Chapter 579  
California School Employees Association, Chapter 888

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

3. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
  - a. Chancellor
4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

## **RECONVENE**

### **Issues discussed in Closed Session (Board Clerk)**

#### **Public Comment**

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

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

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

## **6.0 HUMAN RESOURCES**

### **6.1 Management/Academic Personnel**

**Action**

- Approval of Employment Agreements
- Approval of New Job Descriptions
- Approval of Adjusted Effective Dates of Appointment
- Approval of 2017-2018 Voluntary Workload Reduction Request Forms
- Approval of 2016-2017 Contract Extension Days
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Instructors of Record

### **6.2 Classified Personnel**

**Action**

- Approval of New Appointments
- Approval of Temporary to Contract Assignments
- Approval of Professional Growth Increments
- Approval of Changes in Position
- Approval of Changes in Salary Placement
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Temporary to Hourly Ongoing Assignments
- Approval of Temporary Assignments
- Approval of Additional Hours for Ongoing Assignments
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Instructional Associates/Associate Assistants
- Approval of Volunteers
- Approval of Student Assistant Lists

6.3 Authorization for Board Travel/Conferences Action  
It is recommended that the board authorize the submitted conference and travel by a board member.

6.4 Adoption of Resolution No. 17-07 Authorizing Payment to a Trustee Absent from Board Meeting Action  
It is recommended that the board adopt Resolution No. 17-07 authorizing payment to Student Trustee Esther Chian who was absent from the March 13, 2017, board meeting.

7.0 **ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on Wednesday, April 12, 2017.

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

**Board of Trustees**  
**(Regular meeting)**  
**March 13, 2017**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:38 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 Mr. Phillip Yarbrough. Ms. Esther Chian was not present due to being out-of-state on student business.

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

Mr. Hanna asked for a moment of silence for prayer or contemplation to remember all the members of the armed services who have given their lives for our country and all the RSCCD students who work hard every day for themselves and their families.

1.2 Pledge of Allegiance to the United States Flag

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

1.3 Approval of Additions or Corrections to Agenda

It was moved by Ms. Barrios and seconded by Mr. Hernandez to approve 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.

1.4 Public Comment

Mr. Morrie Barembaum spoke regarding RSCCD's Budget Allocation Model.

Ms. Mila Paunovic, Ms. Mary Steckler, and Ms. Julia C. Vercelli spoke regarding the proposal to the district from the Faculty Association of Rancho Santiago Community College District (FARSCCD).

1.5 Approval of Minutes

It was moved by Ms. Mendoza and seconded by Ms. Alvarez to approve the minutes of the meeting held February 27, 2017. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Ms. Labrado, Ms. Mendoza, and Mr. Yarbrough.

1.6 Approval of Consent Calendar

It was moved by Ms. Barrios and seconded by Mr. Yarbrough 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.

3.1 Approval of Community Services Program at Santa Ana College (SAC) for Summer 2017

The board approved the Community Services program at SAC for Summer 2017.

3.2 Approval of Community Services Program at Santiago Canyon College (SCC) for Summer 2017

The board approved the Community Services program at SCC for Summer 2017.

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 Transfers

The board approved budget increases, decreases, transfers, and intrafund transfers from February 11, 2017, to February 24, 2017.

4.3 Approval of Change Order #1 for P& P Develop, Inc. for Tenant Improvements at District Office

The board approved change order #1 for P&P Develop, Inc. for tenant improvements at the district office as presented.

4.4 Approval of Amendment to Agreement with Creative Design Associates, Inc. for ADA Consulting Services for District's Americans with Disabilities Act (ADA) Transition Plan for Various Sites

The board approved the amendment with Creative Design Associates, Inc. for ADA Consulting Services for the district's ADA transition plan for various sites as presented.

1.6 Approval of Consent Calendar (contd.)

4.5 Acceptance of Completion of Bid #1309 for Wallpaper Removal and Painting at District Office 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.

4.6 Approval of Independent Contractor

The board approved the following independent contractor: One Zero Digital Media LLC to create a series of seven promotional videos for the Business Division at Santa Ana College to promote its programs and increase enrollment. The videos will feature kinetic animation, video and photographs which will be obtained during two on-campus video shoots and one photo shoot. Dates of service are March 14, 2017, through June 30, 2017. The fee is estimated at \$24,800.

4.7 Approval of Appointment to Measure E Citizens' Bond Oversight Committee

The board approved the appointment for the Measure E Citizens' Bond Oversight Committee for the 2017 calendar year as presented.

5.1 Approval of First Amendment to Sub-Agreement between RSCCD and Concentric Sky 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.

5.2 Approval of Sub-Agreement between RSCCD and Mt. San Antonio Community College District on behalf of Center of Excellence serving Los Angeles and Orange County Region for Career Technical Education Data Unlocked Initiative

The board approved 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 Recognition in Honor of Women's History Month

In honor of Women's History Month, the board recognized Ms. Kelsey Bains, Athletic Trainer/Therapist, SCC; Ms. Judy Chitlik, Vice Chancellor, Human Resources, District; Ms. Michelle Parolise, Professor/Coordinator, Occupational Therapy Assistant, SAC; and Ms. Luisa Ruiz, High School & Community Outreach Specialist, SAC; for helping shape America's future through their public service, leadership, and professional achievements at the Rancho Santiago Community College District.

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

### **2.1 Report from the Chancellor**

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

### **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

Dr. Rose and Mr. Hernandez reported that staff is working on preparing evidence for its mid-term report on accreditation which is due in October. Mr. Hernandez indicated that the report allows staff to respond to the team's recommendations for improvement as well as SCC's self-identified improvement plans. He stated that a draft of the report is due in March and it is hopeful the report will be available for campus input in May, and submitted to the board for review in September 2017.

### **2.3 Report from Student Trustee**

Ms. Chian was not in attendance due to her participation at the National Student Advocacy Conference in Washington, D.C. at this time.

### **2.4 Reports from Student Presidents**

Mr. Trevor McBrayer, Associated Student Government Director-At-Large, Santiago Canyon College, provided a report to the board.

There was no representation from Santa Ana College.

### **2.5 Report from Classified Representative**

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

### **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 Reports from Board Committee Chairpersons

Ms. Alvarez provided a report on the March 8, 2017, Board Safety & Security Committee.

## 3.0 INSTRUCTION

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

## 4.0 BUSINESS OPERATIONS/FISCAL SERVICES

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

## 5.0 GENERAL

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

### 5.3 Adoption of Resolution No. 17-06 relating to Deferred Action for Childhood Arrivals (DACA)

It was moved by Ms. Alvarez and seconded by Ms. Mendoza to adopt Resolution No. 17-06. Discussion ensued. Ms. Barrios asked that the minutes include the fact that 38% of SAC students listed in the Student Success Scorecard report refer to SAC students that did not supply a social security number when registering for classes. The motion carried with the following vote: Aye –Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Ms. Labrado, Ms. Mendoza, and Mr. Yarbrough. Since Ms. Esther Chian, Student Trustee, RSCCD, was out-of-state on student business; Mr. Hanna asked that her correspondence expressing support of Resolution No. 17-06 be attached to the minutes.

### 5.4 Approval of Legislative Recommendation – Amendment to Senate Bill (SB) 769 Baccalaureate Degree Pilot Program

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve support of the amendment to SB 769 by Senator Jerry Hill. Discussion ensued. The motion carried with the following vote: Aye –Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Ms. Labrado, Ms. Mendoza, and Mr. Yarbrough.

### 5.5 Board Member Comments

Mr. Hernandez expressed appreciation for Ms. Theresa Hagelbarger's report on behalf of classified staff at the February 27, 2017, relating to California School Employees Association members serving students through SAC Career Technical Education internships.

### 5.5 Board Member Comments (contd.)

Mr. Hernandez reported that he attended a new board member reception and dinner meeting for the Orange County School Boards Association on March 1, 2017.

Mr. Hernandez reported that he attended a musical performance (Sound of Music) at Godinez Fundamental High School recently that included Mr. Phillip Pacier, SCC faculty member, as a member of the live band that performed. Ms. Mendoza reported she attended the musical also and commended the students on their performance. She asked if a partnership could be cultivated with local high school districts to use SAC Phillips Hall or SCC's performing arts center for performances.

Mr. Hernandez reported that while in Washington, D.C., he extended an invitation to Ms. Betsy DeVos, the United States Secretary of Education, to visit SAC; and he mentioned the possibility of the California Board of Governors holding an upcoming meeting.

Mr. Yarbrough reported that he received a lot of feedback on the editorial that he wrote regarding DACA students and he thanked Dr. Sara Lundquist for the helpful information she provided. While in Washington, D.C., he indicated that legislators expressed interest in protecting DACA students.

Mr. Yarbrough asked for the district's policy on the use of marijuana since he received a call from an *el Don* student reporter asking for information on this subject. He indicated that if the district doesn't have a policy, perhaps the Board Policy Committee should consider creating one.

Mr. Hanna and Ms. Alvarez congratulated the women honored for Women's History Month earlier in the board meeting. Mr. Hanna expressed appreciation for the three women currently serving as trustees for the district.

Ms. Alvarez and Ms. Mendoza commended everyone who made the immigration forum meeting at Centennial Education Center a success on March 10, 2017. Ms. Alvarez indicated there were 200 people present and 400 people following the forum on Facebook Live. Ms. Alvarez asked that translation equipment be provided in order to make the forums flow in a more timely manner.

Ms. Mendoza assured faculty that the board appreciates RSCCD faculty members, staff, and students.

## **RECESS TO CLOSED SESSION**

The board convened into closed session at 6:47 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
  - a. Full-time Faculty
  - b. Part-time Faculty
  - c. Classified Staff
  - d. Student Workers
  - e. Professional Experts
  
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
  
3. 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 888
  
4. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
  - a. Chancellor

## **RECONVENE**

The board reconvened at 8:34 p.m.

### **Public Comment**

There were no public comments.

### **Closed Session Report**

Ms. Barrios reported during closed session the board discussed public employment, anticipated/potential litigation, labor negotiations, and a public employee performance evaluation; and the board took action to authorize a settlement of potential litigation in exchange for a monetary payment with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

## **6.0 HUMAN RESOURCES**

### **6.1 Management/Academic Personnel**

It was moved by Mr. Yarbrough 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, Ms. Mendoza, and Mr. Yarbrough.

- Approve Employment Agreements
- Approve New Job Descriptions
- Approve Interim to Permanent Positions
- Approve Extension of Interim Assignments
- Approve Appointments
- Approve Hiring of Long-term Substitute per Education Code 87481 & 87482
- Approve Beyond Contract Stipends
- Approval Step Increases
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record

### **6.2 Classified Personnel**

It was moved by Mr. Yarbrough 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, Ms. Mendoza, and Mr. Yarbrough.

- Approve Revised Job Descriptions
- Approve New Appointments
- Approve Temporary to Contract Assignments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Changes in Assignment
- Approve Changes in Position
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Temporary to Hourly Ongoing Assignments
- Approve 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 Authorization for Board Travel/Conferences

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza to authorize the submitted conference and travel by a board member. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on Monday, March 27, 2017.

There being no further business, Mr. Hanna declared the meeting adjourned at 8:35 p.m.

Respectfully submitted,

---

Raúl Rodríguez, Ph.D.  
Chancellor

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

Minutes approved: March 27, 2017

**From:** Esther Chian  
**Sent:** Monday, March 13, 2017 10:56 PM  
**To:** Zeke Hernandez  
**Cc:** Lucarelli, Anita; John Hanna; Rodriguez, Raul  
**Subject:** Re: URGENT --- Support for DACA Resolution

Hello,

I just had the chance to look it over and I want to inform you that you have my full support of this resolution. I believe that it is a great step in the right direction in light of the current political climate.

Esther Chian  
Santiago Canyon College  
Associated Student Government  
Student President



On Mon, Mar 13, 2017 at 12:37 PM, Zeke Hernandez:

Hi Esther:

Hope all is well.

I e-write to you --- to see if you can somehow get word back to the Board that you are supportive of the resolution to support DACA students (in light of Trump's executive orders, etc.).

It is so important that your support go on record - from the student perspective.

Hope you get this ... and are able to respond.

Zeke Hernandez  
RSCCD Trustee, Area #1

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**Santa Ana College**

To:	Board of Trustees	Date: March 27, 2017
Re:	Approval of Corrected 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 April 1, 2017 – March 31, 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 corrected College Central Network, Inc.'s Career Services Central Application Service Provider (ASP) Agreement as presented.

Fiscal Impact:	\$4,500	Board Date: March 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<sup>®</sup>

## APPLICATION SERVICE PROVIDER (ASP) AGREEMENT

THIS AGREEMENT, dated as of 02/14/2017, between College Central Network, Inc., a Delaware corporation ("CCN") located at 245 8<sup>th</sup> 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 Wset 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.

SAC-16-013A

- (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 four thousand, five hundred (\$4,500.00) dollars no later than 05/01/2017 for the period beginning on 04/01/2017 and ending on 03/31/2020 , the Initial Term (the "Initial Term").

**SAC-16-013A**

- (ii) Following the Initial Term, this Agreement shall automatically renew with annual five (5%) percent increases, unless either party provides the other with written notice of intention not to renew at least ninety (90) business days (the "Business Days") prior to the expiration of the then current term (the "Renewal Term"). 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.
- (iii) Payments to be remitted under this Agreement to CCN shall be made payable and remitted to:

**CCN Financial Services, Inc.**  
P.O. Box 153943  
Irving, TX 75015-3943

- (iv) Payments for each renewal term shall be made, in advance, at the beginning of each Renewal Term. Past due accounts are subject to a service charge of one and one half (1.5%) percent per month until remittance is made. Any amount not paid when due shall bear the interest rate as stated above from the due date until paid.
- (v) Any E-Procurement Fees or equivalent imposed upon CCN by School when requiring CCN to register through its School E-Procurement system, are to be paid by School to CCN, in addition to the ASP Fee outlined in this Agreement. For example, if School requires that CCN register with an E-Procurement system to obtain payment of CCN's \$1500.00 ASP Fee, and the E-Procurement required by the School imposes a 1.75% transaction fee, then School will owe and pay CCN its \$1,500.00 ASP Fee, plus the 1.75% (\$26.25) E-Procurement fee charged to CCN, or a total of \$1,526.25.
- (vi) CCN reserves the right to suspend the CAREER SERVICES CENTRAL ASP service to School if the CAREER SERVICES CENTRAL ASP Fee as outlined herein isn't paid in full within the stated terms of this Agreement.

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

**SAC-16-013A**

School Initial \_\_\_\_\_

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.

**SAC-16-013A**

School Initial \_\_\_\_\_

3.1 (5)

4

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.

**SAC-16-013A**

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.

**SAC-16-013A**

School Initial \_\_\_\_\_

3.1 (7)

6

## 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.

School Initial \_\_\_\_\_

## 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

**SAC-16-013A**

*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**  
**Vice Chancellor, Business Operations**

Title: \_\_\_\_\_

Title: **and Fiscal Services**

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

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

**SAC-16-013A**

School Initial \_\_\_\_\_

3.1 (10)

## 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 provides the ability to document student, alumni and employer interactions and create 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.

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.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

Santiago Canyon College  
Academic Affairs

To:	Board of Trustees	Date:	March 27, 2017
Re:	Acceptance of Professor Regina Lamourelle's Sabbatical Leave Report		
Action:	Request for Approval		

**BACKGROUND**

SCC Professor of Child Development, Regina Lamourelle, returned from a fall 15/spring 16 Academic Study Leave/Professional Growth Sabbatical Leave. Dr. Lamourelle requested an extension of the FARSCCD contract deadline from September 20, 2016 to Tuesday, January 31, 2017, which the Sabbatical Leave Committee approved. The Sabbatical Leave Committee received Dr. Lamourelle's Sabbatical Leave Report on January 31, 2017, which included a copy of the *Teaching Critical Thinking* handbook she created, certificates of completion for online courses, a written log of 862 hours, and, a summary of the outcome of the sabbatical leave, which is attached.

**ANALYSIS**

The Sabbatical Leave Committee reviewed Dr. Lamourelle's submitted materials. After careful consideration, the Committee met and unanimously accepted and approved Dr. Llamourelle's Sabbatical Leave Report and materials.

**RECOMMENDATION**

It is recommended that the RSCCD Board of Trustees accept Dr. Lamourelle's Sabbatical Leave Report.

Fiscal Impact:	None	Board Date:	March 27, 2017
Prepared by:	Marilyn Flores, Ph.D., Vice President, Academic Affair, and Co-chair, Sabbatical Leave Committee		
Submitted by:	John Hernandez, Ph.D., Interim President		
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor		

## Report on Sabbatical Project

### My TAKE- Regina Rei Lamourelle, Ed. D

This sabbatical project was challenging for many reasons. I loved the topic and enjoyed thoroughly traveling to find out more about critical thinking in early learning programs. I met most of my goals although things did not go as smoothly as I anticipated. This was ironic since critical thinking was needed for me to figure out how to proceed when I faced the first obstacles. I had to decide how to overcome the additional obstacles presented to me because of participant apathy and resistance. I did not expect that there would be so much resistance to this topic. At first, no one would take my survey because they felt it was too personal. I reformatted it and asked participants to just tell me what they were good at and that the information about critical thinking was embedded in the Multiple Intelligences Survey. When I focused on ways they could tell me that they were intelligent, I got more participants.

Although this approach was received better, it was far from perfect. There were eight schools that I visited whose staff did not complete the surveys. I really wanted the results from two of these schools because I was interested see if their staff's profiles were different from the other schools since they prided themselves on being STEM or Reggio Schools. I would have expected that these types of schools would have demonstrated a more diverse response pattern than the other schools. I would have expected that they would have scored higher on the more science related critical thinking questions than the other schools.

Sadly, nothing I did worked to have them complete the survey. This was also true with some of the classroom visits and practicum programs. It took me more time than I anticipated to get the surveys returned. I had to make several follow-ups calls for this. Overall, I was surprised by the lack of collegially and unwillingness of early childhood colleagues, students and staff to support this type of research.

After reviewing the data, this experience is more meaningful since the study showed that early learning professionals do not see themselves as critical thinkers or experts at communication. The survey used Howard Gardner's nine multiple intelligences as indicators of critical thinking dispositions and attributes. The nine intelligences are:

1. Logical/mathematical Intelligence- Learners demonstrate a keen understanding of and an aptitude for order, numbers, logical information, problem-finding and problem-solving challenges
2. Verbal linguistic Intelligence -Involves the ability to use spoken or written language and gestures to communicate knowledge and understanding
3. Musical Intelligence- Involves the application and understanding of rhythm, musical notation and structures in the playing, creation, or analyzing of patterns of music.
4. Visual/Spatial intelligence- Learner's demonstrate the ability to perceive the spatial world in patterns and details.
5. Bodily-Kinesthetic Intelligence-Learners demonstrate proficiency in executing movement of the body and mind as a complete functioning until. Those with this intelligence ability show the world what they know in movement, application, and accomplishment of physical tasks and challenges. These learners sculpt reality with their bodies and minds.
6. Interpersonal intelligence is a meta-cognitive process of knowing one's strengths and weakness and knowing how to take advantage of them
7. Naturalist intelligence- Involves the ability of knowing the workings of the natural world and its plants and creatures.

8. Interpersonal intelligence- The ability to know the moods and motivations of others. These individuals are often collaborative, leaders, socially aware, empathetic, team-oriented and can give and accept input.
9. Existentialist intelligence-The ability to understand abstract meanings and phenomena related to the existence of human kind. This intelligence involves a keen understanding of values, collective consciousness, religion, and philosophy

Each Intelligence had ten questions with dispositions, actions, activities that respondents had to choose as qualities they believed they have or share. The surprising part was that of all the participants (n=480) from 20 different groups, college or programs, all, 100%, had virtually the same strong preference for Intrapersonal intelligence attributes as their number one choice and verbal linguistic attributes as the last choice. Bodily kinesthetic intelligence ranked second highest and logical/mathematical ranked second lowest. This is a troubling finding because people in early learning programs should view themselves as competent speakers, writers, and communicators. After all, these skills are critical for working with children and families to develop literacy and dispositions for school success.

One question, "*I can explain myself to others and be understood*" ranked 68/90. Public speaking ranked 89/90. This means that we are educating potential early care teachers who feel that they cannot communicate appropriately with others! As a college program, more than ever we must rethink our curriculum that allows students to take courses without completing basic foundational classes. It is also reliable that if the students themselves believe that they're not good at linguistic and logical activities, they are not likely to use these processes in their own lives or in the care of children. Research supports that there is less attention to math, science and language in preschool programs so this may be an indicator as to why. Our curriculum may not be challenging students to complete these types of classes before they complete child development classes. The bright spot in the survey was that the practicum students scored higher than students in general on many of the parameters surveyed. This suggests that skills needed can be taught.

All in all, the conversations I had with early learning professionals across the country were beneficial. I could share my research with many people who were surprised that the results were so similar among so many different programs and colleges.

As a college, the report suggests that we need to step up and offer more math and science classes for early learning professionals. Teachers will educate the next generation. If teacher education programs are lax in providing and requiring math and science education, then students will not get the skills they need for working in the 21<sup>st</sup> century. The research project suggests that early childhood student's math, science and communication skills need improvement. While it was anticipated that math and science questions would rank low, it was not expected that language and communication would be the lowest. If students themselves respond that they do not feel comfortable explaining themselves to others to be understood, then it follows that they are not speaking up as advocates or to explain their practice to parents.

Communication is key to change and getting information out. We cannot afford to have early learning professionals that graduate from college programs without the skills to read, write, and speak-up for themselves and the children in their care.

The other issue was the universal lack of focus on the facilities as important for the learning environment. While my sample was too small to be statistically significant for the facilities portion, it did reveal what I observed in many colleges and schools. Classrooms are not equipped or being used considering the tools needed for the 21<sup>st</sup> century. Only one classroom had tablets or students for every

student. The seating arrangements were inflexible and almost all instructors used the lecture format to deliver curriculum. Research does not support lectures only as a method or a classroom strategy that elicits critical thinking among students.

Along the way, I shared my work at conferences and workshops. I presented this information to attendees to workshops in Orlando, Pasadena, Costa Mesa, and Anaheim. I visited child development programs in California, Washington, Florida and Washington, D.C. As I was struck by the similarity in the respondent's preferences, it was interesting that the schools and furniture were almost identical across the board.

#### **RECOMMENDATIONS:**

- 1. Add classes that support critical thinking such as math, science and philosophy to the early learning curriculum. Embed assignments and activities throughout all classes on these topics.**
- 2. Address the language preparation needs of ECE student first, before they spend two years taking just discipline classes.**
- 3. Institute the cohort system so that students have built in peer groups and study groups.**
- 4. Communicate with the Speech and Communication professors to determine how this experience can be incorporated into ECE curriculum. Maybe add a learning community.**
- 5. Add elements of a 21<sup>st</sup> century classrooms as feasible. Adjust curriculum and classroom delivery methods to reflect student-centered learning.**

#### **CHALLENGES**

Unfortunately, I had foot surgery last May, 2016 which limited my mobility. In July, 2016, my husband was diagnosed with stage four lung cancer. This seriously set -back my ability to concentrate on and finish the sabbatical project. In July, 2017, after paying for this weeklong seminar, I had to cancel my attendance at UCSB on Learning and the Brain with world renown neuroeducator, Dr. Judy Willis. This was a key part of my project that I could not attend. I struggled with finding adequate classes online. Dr. Willis and her team sent me some information and resources that I included in the handbook. I completed the two online classes, a course from Annie Murphy Paul on affirmative testing, a self-paced workshop from Magna Systems on critical thinking and the District's online learning certification.

#### **DISSEMINATION AND NEXT STEPS**

This information will be shared with the California Community College Early Childhood Education Advisory group. This group advises the Chancellor's on matters concerning child development. They would be able to change or recommend different curriculum for community college child development students in training. Additionally, this information will be shared at a conference meeting of the Orange County Association for the Education of Young Children and submitted to the National Association for the Education of Young Children for consideration as a fall 2017 workshop. The author will write a proposal to present this information to other national conferences relevant to child development and to the faculty teaching early childhood education classes. The author will present this information along with brain appropriate practices for college educators at staff workshops for the district and submit various pieces of this research project for publication.

I believe I met the goal of the project although not as I had planned. My booklet turned into a book or a compendium on brain-appropriate strategies that I think it will be a good reference for early childhood staff. I will distribute a copy to my staff and use this to give some workshops on brain appropriate teaching in college programs during flex week.

### **APPRECIATION**

I am extremely grateful to the college board for allowing me to have this wonderful growth opportunity. I have a renewed interest in sharing what I know about brain-based learning and teaching. I feel the ideals and values about education as a student-centered endeavor are now more respected than ever. There is science that supports alternative teaching and learning strategies not just those practiced for decades. I have been supported and encouraged by Dean Von Lawson. I would not have been able to complete this project without his leadership and support. I also am grateful to Dean Aaron Voelcker and Ms. Haydeth for their help in analyzing my data. This was a massive endeavor with so many data points and they made the data statically meaningful. Ms. Styffe and Ms. Peeken were also supportive and helped keep me on track with all the different areas I needed and to help with some technical computer glitches. Ms. Kari Irwin was also a welcoming, listening ear and was available to discuss some of the findings of my project. She was instrumental in helping me get some of the changes needed to the ECE classroom to bring it up to 21st century standards before I completed my project. I am also grateful to all the adjuncts and other college personnel who helped me by allowing me to visit their classrooms and survey their students. I greatly appreciate the Sabbatical Committee that allowed me an extension to get the report and staff handbook in because of my personal circumstances.

Thank You for Supporting me in the Rewarding Endeavor,

Regina

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

Santiago Canyon College  
Student Services

To:	Board of Trustees	Date: March 27, 2017
Re:	Approval of Upward Bound Math and Science Summer Residential Contract with California State University, Fullerton	
Action:	Request for Approval	

**BACKGROUND**

Under the auspices of Santiago Canyon College's federally funded Upward Bound Math & Science program, a partnership has been cultivated between SCC and the Orange Unified School District to provide educational services to its academically at-risk students in an effort to promote higher education, and enhance their learning experience by assisting them with their current educational needs. In our inaugural year of funding, and throughout the grant term, we have included a summer residential component that will be coordinated between SCC and California State University, Fullerton. Students will reside in the dormitories for a two-week period, and will be provided with meals and classroom facilities. For our fifth year, 50 students will be invited to participate.

**ANALYSIS**

California State University, Fullerton will provide accommodations within their residence facility which is to include meals, housekeeping services, use of recreational areas, classrooms, meeting rooms and labs throughout our agreed upon contracted stay of two weeks.

**RECOMMENDATION**

It is recommended that the RSCCD Board of Trustees approve the Upward Bound Math and Science Summer Residential Program Contract with California State University, Fullerton.

Fiscal Impact:	Not to exceed \$39,000 (grant funded)	Board Date: March 27, 2017
Prepared by:	Loretta Jordan, Psy.D., Interim Dean of Student Affairs Ruth Babeshoff, Interim Vice President, Student Services	
Submitted by:	John Hernandez, Ph.D., Interim President	
Recommended by:	Raul Rodriguez, Ph.D., Chancellor	

**GRANT OF LICENSE BY CAMPUS PRESIDENT**

**HOUSING AND RESIDENCE LIFE  
CONFERENCE SERVICES – SUMMER 2017**

Agreement No. 17-0016

**Licensee: Santiago Canyon College  
8045 E. Chapman Ave.  
Orange, CA 92869**

This license agreement (hereinafter “License”) is, as of the last date of signature herein, made and entered into between the Trustees of the California State University (hereinafter called “TRUSTEES”) through the President of California State University, Fullerton (hereinafter called “CAMPUS”) and **Santiago Canyon College** herein after referred to as “LICENSEE” for the period **Sunday, July 16, 2017** through **Thursday, July 27, 2017**. CAMPUS and LICENSEE shall be collectively referred to herein as “the Parties.”

The use of housing facilities located on CAMPUS property is subject to the California Administrative Code of Regulations Title 5, Sections 42000 through 42103.

**WITNESSETH:**

WHEREAS, the President of CAMPUS finds that the property of CAMPUS herein described is not needed for CAMPUS purposes at the time or times covered by this License and that this License will not interfere with requirements of CAMPUS; and WHEREAS, LICENSEE desires to utilize that property of CAMPUS.

NOW, THEREFORE, it is mutually agreed between the Parties hereto as follows:

**GENERAL TERMS**

TRUSTEES, for and in consideration of the agreements of LICENSEE hereinafter expressed, hereby grant to LICENSEE permission to enter and have limited use of the facilities and property of CAMPUS described in this License, for the terms and at the times therein specified. LICENSEE shall use the said property only for the purpose specified on its *Summer Conference Inquiry Form*. All provisions of General Terms apply unless specifically excluded herein. No estate in real property is conveyed by this License.

**Governing Law**

This License shall be construed in accordance with and governed by the laws of the State of California. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated exclusively in the state courts located in the County of Orange, State of California.

### **Conduct and Supervision**

LICENSEE will maintain order and provide protection for persons and property, shall not permit a breach of peace or any act which might endanger life, limb, health or property, and, upon determination of necessity by CAMPUS at any time, shall provide or increase the number of police/security personnel, at LICENSEE's sole expense.

LICENSEE is responsible to supervise all personnel whom LICENSEE hires, LICENSEE shall ensure that all participants are properly notified of CAMPUS parking requirements, rates, and available parking lots. CAMPUS reserves the right to eject or cause to be ejected any objectionable person or persons. Neither CAMPUS nor its officers or employees shall be liable to LICENSEE for consequential damages.

### **Nondiscrimination**

LICENSEE covenants that during the term of this License, LICENSEE will not deny its benefits to any person on the basis of age, disability (physical or mental), gender (or sex), gender identity (including transgender), gender expression, genetic information, marital status, medical condition, nationality, race or ethnicity (including color or ancestry), religion (or religious creed), sexual orientation, sex stereotype, and veteran or military status, nor will it discriminate unlawfully against any employee or applicant for employment because of age, disability (physical or mental), gender (or sex), gender identity (including transgender), gender expression, genetic information, marital status, medical condition, nationality, race or ethnicity (including color or ancestry), religion (or religious creed), sexual orientation, sex stereotype, and veteran or military status. LICENSEE will insure that the evaluation and treatment of employees and applicants for employment are free of such discrimination. (Government Code Section 12940 et seq.)

### **Right of Entry**

It is understood and agreed that CAMPUS and their agents have the right to enter the said licensed areas or any part thereof at any time for the purpose of examination or supervision, or for the purpose of making repairs and alterations thereto as may be determined necessary by CAMPUS.

### **Declaration of Civil Defense**

It is agreed that this License is subject to a declaration of Civil Defense need, state or national emergency, or prior CAMPUS need, and that nothing in this License may prevent CAMPUS from using any portion of its real property not specified in this License. LICENSEE'S right to the use of any property will cease upon written notice by CAMPUS to LICENSEE that the property is needed for the exclusive use of CAMPUS to meet unanticipated demands of its educational objectives.

### **Quiet Possession**

LICENSEE agrees to so organize its activities as to cause as little disruption as possible to other uses of adjacent areas, and to not interfere in any way with the regular operations of CAMPUS.

### **Use of University Name**

It is expressly understood by LICENSEE that the name "California State University, Fullerton" may not be used without prior written approval of CAMPUS. It is further understood that CAMPUS is not sponsoring the activities of LICENSEE in any way but is only providing facilities and services as outlined in this License. Upon request, LICENSEE will provide CAMPUS with a copy of its proposed advertising materials no less than 20 business days before LICENSEE distributes or otherwise uses such materials. CAMPUS will make best efforts to promptly respond to any requests for approval to use such materials. However, any request to which CAMPUS fails to respond shall be deemed denied.

### **Assignment**

It is mutually understood and agreed that this License is not assignable by LICENSEE, either in whole or in part, nor shall LICENSEE license or sublet any part of the said property.

### **Termination**

This License may be terminated (a) by mutual consent in writing, (b) upon the determination by CAMPUS of a misrepresentation by LICENSEE, (c) due to LICENSEE'S failure to perform promptly any act required by this License, (d) upon the determination by CAMPUS of an academic or administrative necessity, or (e) by either party for any reason upon ninety (90) days written notice to the other Party prior to check in. CAMPUS has final authority over use of its licensed facilities.

If LICENSEE terminates this License ninety (90) days or more before the check-in date indicated in this License, all deposits to date will be refunded less a \$1,000 liquidated damages fee. In the event the deposit to date is less than \$1,000, the entire deposit will be forfeited.

If LICENSEE terminates this License less than ninety (90) days before the check-in date indicated in this License, all deposits will be forfeited as a liquidated damages fee. In the event that CAMPUS is unable to provide part or all of the facilities or services specified in this License, CAMPUS will give prompt written notice to LICENSEE.

### **Insurance**

CAMPUS requires evidence of insurance coverage at all times during the term of this License and any extension thereof. Evidence of insurance with policy endorsements must be provided *prior* to commencement of this License. LICENSEE is responsible for payment of all policy premiums and assessments. For specific specifications see Exhibit B.

### **Background Checks**

If the primary purpose of the event described in this License involves minors, or if LICENSEE will have regular and direct contact with minors during this event, LICENSEE shall submit an attestation (Exhibit C) to CAMPUS stating that all officers, employees, volunteers, representatives and agents participating in the event have passed a criminal record check within the past 12 months, including a search of state and federal sexual offender registries. LICENSEE shall update attestation as necessary during the period covered by this License.

### **Possessory Interest**

The Orange County Assessor may value the possessory interest created by this License. Under the California State Board of Equalization Revenue and Taxation Code, Section 107, a property interest tax may be levied on that possessory interest. LICENSEE is obligated to pay this property tax, and failure to do so may be considered a material breach of this License.

### **Taxes**

LICENSEE shall bear in connection with the holding of an event on CAMPUS, including, but not limited to, all costs arising from the use of patented, trademarked, or copyrighted materials, equipment, devices, processes or dramatic rights used on or incorporated at the conduct of an event.

The sale of event-related merchandise must be approved in writing in advance by CSUF Housing and Residence Life administrators. All sales are subject to the current California Sales Tax Rate for Orange

County. LICENSEE shall collect and pay all federal, state, local and county taxes, and all payroll taxes where applicable.

### **Indemnification**

LICENSEE, to the fullest extent permitted by law, agrees to indemnify, defend and hold harmless the State of California, TRUSTEES, CAMPUS and each of their respective officers, employees, representatives, volunteers and agents (collectively “Released Parties”) from any and all claims, causes of action, complaints, losses, costs or expenses, including reasonable attorney’s fees and costs, damages and/or liabilities (collectively “Liabilities”) caused by, arising out of or in any way connected with the performance of this License, or the use by LICENSEE of the said property, excepting any liability arising out of the sole negligence of the Released Parties.

### **Limitation of Liability**

CAMPUS assumes no responsibility for loss or theft of personal property, or damage to personal property of LICENSEE or any of its participants. CAMPUS assumes no liability whatsoever for any property placed by LICENSEE or any of its guests/participants in CAMPUS buildings or property.

## **LODGING**

### **Housing**

Beginning the night of DATE through the afternoon of DATE

With linen       Without linen       With dining       Without dining

Room assignments will be made by **LICENSEE**.

Final room assignment lists shall be provided to CAMPUS by LICENSEE no less than ten (10) business days prior to arrival. This list shall include all conference participants, staff, and chaperone assignments.

Keys will be checked out and in by CAMPUS and distributed to LICENSEE. LICENSEE shall be solely responsible for all keys issued by CAMPUS.

Week 1:

Check-in time: **(2 p.m.) on Sunday, July 16, 2017**

Check-out time: **(11 a.m.) on Thursday, July 20, 2017**

Week 2:

Check-in time: **(2 p.m.) on Sunday, July 23, 2017**

Check-out time: **(11 a.m.) on Thursday, July 27, 2017**

LICENSEE will be charged an additional night of lodging for each person not checked out at the time indicated above.

### **Amenities**

1. CSUF Housing and Residence Life will provide staff to assist guests during their stay, including after hour services such as lock outs.
2. Wireless connections are provided by CAMPUS. For guests visiting CAMPUS who are not students, faculty or staff members, visit [wireless.fullerton.edu](http://wireless.fullerton.edu) to obtain a temporary guest user account.

## **OTHER FACILITIES & EQUIPMENT**

### **Other Campus Facilities**

Use of classrooms, meeting rooms, fields and other non-Housing facilities shall be arranged with the Events and Facilities Use Office, (657) 278-8357, and must be made no later than thirty (30) days prior to the first day of the event. Details of all facilities approved for use by LICENSEE, including associated costs, are shown on Exhibit E, when applicable.

### **SPECIAL REQUESTS**

#### **Parking**

Parking permits in excess of the number below must be purchased by LICENSEE directly from Parking and Transportation Services.

#### **Other**

Any request for CAMPUS services and/or facilities other than classrooms and facilities must be submitted seven (7) business days prior to the need.

### **FINANCIAL AGREEMENTS**

#### **Charges**

The charges for facilities and services included herein are subject to Guaranteed Numbers and shall be as follows:

Description				AMOUNT
Conference Check In Date: 7/16/2017, 7/23/2017				
Conference Check Out Date: 7/20/2017, 7/27/2017				
Expected Attendance: 52				
Room Plan	# of people	# of nights	Rate	Total
July 16 - 20: Single Apartments	52	4	\$44.00	\$9,152.00
July 23 - 27: Single Apartments	52	4	\$44.00	\$9,152.00
<b>Subtotal Room Plan</b>				<b>\$18,304.00</b>
Linen	# of people	# of nights	Rate	Total
July 16 - 20: Single Apartments	52	4	\$7.00	\$1,456.00
July 23 - 27: Single Apartments	52	4	\$7.00	\$1,456.00
<b>Subtotal Linen</b>				<b>\$2,912.00</b>
Meal Plan	# of people	# of days	Rate	Total
Dinner: July 16	52	1	\$16.00	\$832.00
3 Meals a Day: July 17 - 20	52	4	\$35.00	\$7,280.00
Dinner: July 23	52	1	\$16.00	\$832.00
3 Meals a Day: July 24 - 27	52	4	\$35.00	\$7,280.00
<b>Subtotal Meal Plan</b>				<b>\$16,224.00</b>
Meeting Rooms	# of meeting rooms	# of days	Rate	Total
MRP 7/16, 7/23	1	2	\$80.00	\$160.00
Classroom: July 17 - 20	1	4	\$80.00	\$320.00
Classroom: July 24 -27	1	4	\$80.00	\$320.00
<b>Subtotal Meeting Rooms</b>				<b>\$800.00</b>
Parking Permits	# of vehicles	# of days	Rate/Day	Total
7 Vehicles: July 17 - 20	7	4	\$8.00	\$224.00
7 Vehicles: July 24 - 27	7	4	\$8.00	\$224.00
<b>Subtotal Parking Permits</b>				<b>\$448.00</b>
<b>Total</b>				<b>\$38,688.00</b>
Deposit= 25% of overall conference to secure facility due by 4/16/2017				\$9,672.00
<b>Total Amount Due by:</b>				<b>\$29,016.00</b>

There shall be a **\$50.00** charge added to the final invoice for each metal key or card key not returned to CAMPUS at the time of check out.

**Deposit and Payment**

LICENSEE will send CAMPUS a deposit of 25% of the quoted amount for anticipated services at the time of receiving signed License. Upon receipt of deposit, CAMPUS shall guarantee availability of agreed upon facility use. LICENSEE is responsible for electronic processing fees, if applicable in addition to fees assessed due to insufficient funds and returned checks.

**Deposit (25%) Due Date: Sunday, April 16, 2017**

**MAKE CHECKS PAYABLE TO:**

*California State University, Fullerton*

**Account # 504802 THOPR 10388**

**Payment Address:**  
**CSUF Housing and Residence Life**  
**Attn: Conference Services**  
**1509 East Campus Drive**  
**Fullerton, CA 92834**

**Final Billing**

CAMPUS will provide LICENSEE with a final invoice itemizing all charges and credits for the conference within (30) days of departure. LICENSEE shall remit payment to CAMPUS within thirty (30) days after receipt of the invoice. If payment is not received as stated above, service charges of **one and one-half (1-1/2) percent per month will be charged on the unpaid balance.** California State University campuses and the Chancellor's Office agree to process payment by Cash Posting Order. LICENSEE is responsible for electronic processing fees, if applicable in addition to fees assessed due to insufficient funds and returned checks.

**Final Payment (75%) Due Date: Wednesday, September 27, 2017**

**Payment Address:**  
**CSUF Housing and Residence Life**  
**Attn: Conference Services**  
**1509 East Campus Drive**  
**Fullerton, CA 92834**

**On-Site Additions or Deletions**

The Parties agree that modifications or changes may be required upon arrival or at any time thereafter. On-Site changes such as additional rooms, linens, accommodations, and/or services not specified in the original executed License must be authorized via the License Change Order Form signed by LICENSEE (Official Signatory or authorized On-Site Designee) and CAMPUS, thereby becoming a part of the License. All such charges will be included in the final invoice presented to LICENSEE by CAMPUS.

**Damages**

Prior to check-in and just after checkout, LICENSEE or its designee may make an inspection of the facilities in order to confirm condition upon check in with a CAMPUS Housing Office staff member. A written report of each of these inspections will be made as a reference for any damages/repairs that may be billed after use. LICENSEE accepts responsibility for exercising direct and complete supervision and control of its group participants. As such, LICENSEE is liable for all damages resulting from participant utilization of the facilities and services provided by CAMPUS. LICENSEE will also reimburse CAMPUS for all damages to facilities and services of CAMPUS resulting from the use of those facilities and services by LICENSEE and/or its participants. In addition, the terms and conditions of this License do not require CAMPUS to relinquish its control of its facilities and services to LICENSEE. CAMPUS retains the right to require LICENSEE, or any of its participants, to leave CAMPUS licensed facilities if CAMPUS determines that circumstances require it.

**Guaranteed Numbers**

LICENSEE will provide CAMPUS with guaranteed numbers for lodging and meal counts no later than **thirty (30)** days prior to check in. LICENSEE will be invoiced based on said guaranteed numbers or actual head counts, whichever is greater, subject to the following:

1. Charges shall be no less than 95% of the amount computed using the guaranteed numbers for lodging and meal counts; and
2. CAMPUS does not guarantee availability of lodging and meal counts in excess of that required for 105% of said guaranteed numbers for lodging and meal counts.

### **CAMPUS Regulations**

LICENSEE is required to adhere to CAMPUS policies, regulations, guidelines, and all **applicable** local, state, and federal laws concerning health, safety, and public order. Failure to comply with these regulations may result in forfeiture of the privilege to use CAMPUS licensed facilities and services or termination of this License.

CAMPUS regulations include but are not limited to the following in CAMPUS buildings and property:

- A. Shared rooms are reserved for married couples or occupants of the same gender.
- B. All individuals will abide by California law, federal law and CAMPUS regulations regarding intoxicants, narcotics, and drugs. Alcohol is allowed only inside suites and in accordance with California Law.
- C. Firearms, weapons, ammunition, fireworks, explosives, and highly flammable materials are not allowed within the residential buildings or on the grounds.
- D. Bicycles are not allowed in rooms, study rooms or stairwells.
- E. Remodeling or renovating of rooms or furniture, tampering with the electrical or mechanical fixtures in the rooms, placement of antennas for radios, television, etc. out of the windows, removal of or addition of furniture without prior written approval of the Director of Housing and Residence Life, or designee, is not permitted.
- F. Attaching any object to any CAMPUS premise by nail, screw, or alteration of the premises in any manner whatsoever without the prior written approval of the Director of Housing and Residence Life, or designee, is not permitted.
- G. Parking in the service or fire lanes adjacent to the residential buildings is not allowed.
- H. Tampering with or removal of windows or window screens from any part of any building is not allowed.
- I. Tampering with the fire system or with firefighting equipment is a misdemeanor and is punishable by a \$1,000 fine or six (6) months in jail.
- J. Removal of lounge or common area furniture into individual rooms and vice versa is not allowed.
- K. Gambling or solicitation in any form is not permitted.
- L. As of August 1, 2013, California State University, Fullerton is a "Non-Smoking" campus; smoking is not permitted anywhere on campus including parking lots.
- M. No pets allowed. Service and Emotional Support Animals are the exception to this rule.
- N. No participant or guest of a participant; under the age of 16 should be left unattended in a suite.

### **CAMPUS Authority**

CAMPUS may exercise the following rights at its sole discretion:

- A. Enter any room for the purpose of inspection, repair (upon prior notice), or emergency.
- B. Reassign residents within a residential building, after timely notification, in order to accomplish necessary repairs and renovation to the building.
- C. Revoke the campus privilege including residency in or utilization of any buildings by any occupant whose conduct becomes injurious or potentially injurious to the academic community.

### **Parental Release and Supervision of Youth**

Upon arrival LICENSEE agrees that every person under 18 years of age (“minor”) unaccompanied by a parent, shall have on file a medical release for hospital treatment or treatment by a physician, signed by at least one parent or guardian, to allow for treatment should accident or injury occur. One live-in chaperone is required per five (5) participants under 16 years old and one (1) per 10 participants ages 16-18.

LICENSEE further agrees that each of its employees or agents participating in the activity(ies) covered by this License, as well as each participant, will sign CAMPUS Release of Liability (Exhibit D). If any participant is a minor, parental signature on the Release of Liability is required.

**Curtailment**

In the event that CAMPUS housing buildings, property or facilities are destroyed or substantially damaged by fire or other casualty, or in the event other circumstances render the fulfillment of this License impractical or impossible, LICENSEE is obligated to pay only for those services, activities and events which occurred prior to said casualty or circumstance. LICENSEE hereby waives any claim for damages or compensation resulting from fire, casualty, or other circumstances causing curtailment of this License.

**Authorization of License**

The above rooms are being held on a first option basis until **DATE**. If the signed License and fully compliant insurance is not received by this date, CAMPUS reserves the right to release the space and guest rooms for sale to another group.

**No Agency**

Nothing herein shall be construed to create an agency relationship between the Parties. The Parties are independent contractors and no legal relationship is intended by this License.

**Entire Agreement and Amendments**

This License contains the entire agreement between the Parties and shall not be modified, amended or supplemented, or any rights herein waived, unless such amendment or modification is in writing and executed by an authorized representative of each Party.

**Severability**

If any section or provision of this License is held illegal, unenforceable or in conflict with any law by a court of competent jurisdiction, such section or provision shall be deemed severed and the validity of the remainder of this License shall not be affected thereby.

**Notices**

All notices under this License must be in writing and sent by prepaid mail or email as follows:

LICENSEE:  
Santiago Canyon College  
8045 E. Chapman Ave  
Orange, CA 92869

CAMPUS:  
1509 East Campus Drive  
Fullerton, CA 92834

IN WITNESS WHEREOF, this License is entered into by the authorized parties, hereto, upon the dates indicated below.

**CALIFORNIA STATE UNIVERSITY,  
FULLERTON**

The Rancho Santiago Community College  
District

---

---

Licensee Name

---

Larry Martin  
Director  
Housing and Residence Life

---

Peter J. Hardash  
Vice Chancellor  
Business Operations & Fiscal Services

---

Date

---

Date



**HOUSING AND RESIDENCE LIFE  
 CONFERENCE SERVICES – SUMMER 2017**

**LICENSE CHANGE ORDER FORM**

**Agreement No. 17-0016**

**Licensee:** Santiago Canyon College  
 8045 E. Chapman Ave  
 Orange, CA 92869

Pursuant to General Terms of the above-referenced Grant of License, this change order sets forth the terms under which said License Agreement is hereby modified. No other revisions or modifications are made.

	Add	Qty.	x	Rate	=	Total
Lodging Rooms						
Linen						
Meeting Room: Full Day						
Meeting Room: Half Day						
Special Meeting Room Accommodations						
Breakfast						
Lunch						
Dinner						
Breakfast, Lunch, Dinner						
Daily Parking Pass						
Key Replacement						
Other						

**CALIFORNIA STATE UNIVERSITY  
 FULLERTON**

**Rancho Santiago Community College District**

\_\_\_\_\_  
 Larry Martin Date  
 Director  
 Housing & Residence Life

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



# CALIFORNIA STATE UNIVERSITY, FULLERTON

---

## CSU INSURANCE REQUIREMENTS FOR Housing and Residence Life Conference Services (Excludes: Hazardous Waste Removal, Property Leases, Consulting, and Transportation Services)

CSU Risk Management Technical Letter RM 2012-01 mandates that all contractors, vendors and suppliers providing services to the University provide documentation of insurance with endorsements and each insurer listed with its NAIC code, rated by A.M. Best as A:VII or better, prior to commencement of any service.

The Certificate Holder named on all insurance documents shall read: **California State University Fullerton**, Contracts & Procurement Dept., 800 North State College Blvd., Fullerton, CA 92831.

Written notice must be provided to the University if any policy is cancelled before its expiration.

The University is required to account for four (4) coverage types with minimum limits as set forth below:

1. **General Liability (GL)**: Comprehensive or commercial form:  
    \$1,000,000/Occurrence  
    \$2,000,000/General Aggregate  
    \$1,000,000/Products-Completed Operations Aggregate
2. **Business Automobile Liability (AL)**: Owned, Scheduled, Non-Owned, and/or Hired Automobiles  
    \$1,000,000/Accident, combined single limit
3. **Workers Compensation (WC)**: As required under California State Law with Employers' Liability coverage  
    \$1,000,000/Accident, Disease each Employee, and Disease Policy Limit  
(NOTE: Required unless certified exemption is on file.)
4. **Sexual Assault and Molestation**:  
    \$1,000,000/Occurrence

Exhibit B



**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)  
DATE

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> Producer Name Address City, State Zip	<b>CONTACT NAME:</b> Contact Name
	<b>PHONE (A/C, No, Ext):</b> Contact Phone Number <b>FAX (A/C, No):</b> Contact Fax <b>E-MAIL ADDRESS:</b> Contact Email Address
<b>INSURED</b> Organization Name Address City, State Zip	INSURER(S) AFFORDING COVERAGE      NAIC #
	INSURER A : Insurance Company      NAIC#
	INSURER B : Insurance Company      NAIC#
	INSURER C : Insurance Company      NAIC#
	INSURER D :
	INSURER E :

**COVERAGES      CERTIFICATE NUMBER:      REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
X	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		X	Policy Number	Date	Date	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
X	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		X	Policy Number	Date	Date	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y / N    N / A	Policy Number	Date	Date	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
	Sexual Abuse and Molestation			Policy Number	Date	Date	Each Occurrence: \$1,000,000 General Aggregate: \$1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

The State of California, the Trustees of the California State University, California State University, Fullerton, and the officers, employees, volunteers and agents of each of them are additional insureds.

<b>CERTIFICATE HOLDER</b> California State University, Fullerton 800 N. State College Blvd. Fullerton, CA 92831	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE Contact Signature
--	---

© 1988-2014 ACORD CORPORATION. All rights reserved.

Exhibit B

POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY

This Endorsement Changes the Policy. Please read it carefully.

**Additional Insured- Owners, Lessees or Contractors (Form B)**

This endorsement modifies insurance provided under the following

**COMMERCIAL GENERAL LIABILITY COVERAGE PART**

**Name of Persons or Organization:**

The State of California; the Trustees of the California State University; California State University, Fullerton; and the officers, employees, volunteers and agents of each of them are additional insureds, except for professional liability and workers' compensation insurance.

Agreement to indemnify, defend and hold harmless the State of California; the Trustees of the California State University; California State University, Fullerton; and the officers, employees, volunteers and agents for and against any claim, action, judgment, loss, liability, cost or expense, including reasonable attorney fees arising out of or in any way connected with your work and performance of the service requested with the exception of any liability arising out of the sole negligence or willful misconduct of the State of California; the Trustees of the California State University; California State University, Fullerton; and the officers, employees, volunteers and agents.

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

WHO IS AN INSURED (Section II) is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of "your work" for that insured by or for you.

Location and Description of Job: California State University - Fullerton, 800 N. State College Blvd., Fullerton, CA 92831

Policy Number:

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED ENDORSEMENT**

This endorsement modifies insurance provided under the following.

**BUSINESS AUTO COVERAGE FORM**

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

This endorsement is effective on the inception date of the policy.

**SECTION II - LIABILITY COVERAGE 1. WHO IS AN INSURED** is amended to include as an "insured" the person(s) or organization(s) named in the Schedule below, but only with respect to their legal liability for acts or omissions of a person for whom Liability Coverage is afforded under this policy. You are authorized to act for the additional insured named in the Schedule in all matters pertaining to this insurance.

**SCHEDULE**

**Additional Insureds:**

The State of California; the Trustees of the California State University; California State University, Fullerton; and the officers, employees, volunteers and agents of each of them are additional insureds, except for professional liability and workers' compensation insurance.

All other terms and conditions of this Policy remain unchanged.

Exhibit C

**ATTESTATION**

Pursuant to the language in Agreement # \_\_\_\_\_, I attest that all officers, employees, volunteers, representatives and agents of \_\_\_\_\_ have undergone a criminal background check within the past 12 months, including a search of state and federal sexual offender registries.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date



**RELEASE OF LIABILITY, PROMISE NOT TO SUE, ASSUMPTION OF RISK  
& AGREEMENT TO PAY CLAIMS**

Activity: \_\_\_\_\_

\_\_\_\_\_

Activity Date(s) and Time(s): \_\_\_\_\_

Activity Location(s): \_\_\_\_\_

In consideration for being allowed to participate in this Activity, on behalf of myself and my next of kin, heirs and representatives, I **release from all liability and promise not to sue** the State of California; the Trustees of The California State University; California State University, Fullerton and their employees, officers, directors, volunteers and agents (collectively "University") from any and all claims, **including claims of the University's negligence**, resulting in any physical or psychological injury (including paralysis and death), illness, damages, or economic or emotional loss I may suffer because of my participation in this Activity, including travel to, from and during the Activity.

I am voluntarily participating in this Activity. I am aware of the risks associated with traveling to/from and participating in this Activity, which include but are not limited to physical or psychological injury, pain, suffering, illness, disfigurement, temporary or permanent disability (including paralysis), economic or emotional loss, and/or death. I understand that these injuries or outcomes may arise from my own or other's actions, inaction, or negligence; conditions related to travel; or the condition of the Activity location(s). **Nonetheless, I assume all related risks, both known or unknown to me, of my participation in this Activity, including travel to, from and during the Activity.**

I agree to **hold** the University **harmless** from any and all claims, including attorney's fees or damage to my personal property, that may occur as a result of my participation in this Activity, including travel to, from and during the Activity. If the University incurs any of these types of expenses, I agree to reimburse the University. If I need medical treatment, I agree to be financially responsible for any costs incurred as a result of such treatment. I am aware and understand that I should carry my own health insurance.

I am 18 years or older. I **understand the legal consequences of signing this document, including (a) releasing the University from all liability, (b) promising not to sue the University, (c) and assuming all risks of participating in this Activity, including travel to, from and during the Activity.**

I understand that this document is written to be as broad and inclusive as legally permitted by the State of California. I agree that if any portion is held invalid or unenforceable, I will continue to be bound by the remaining terms.

I have read this document, and I am signing it freely. No other representations concerning the legal effect of this document have been made to me.

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

Participant Name (print): \_\_\_\_\_

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

Exhibit D

***If Participant is under 18 years of age:***

I am the parent or legal guardian of the Participant. I understand the legal consequences of signing this document, including (a) releasing the University from all liability on my and the Participant's behalf, (b) promising not to sue on my and the Participant's behalf, (c) and assuming all risks of the Participant's participation in this Activity, including travel to, from and during the Activity. I allow Participant to participate in this Activity. I understand that I am responsible for the obligations and acts of Participant as described in this document. I agree to be bound by the terms of this document.

I have read this two-page document, and I am signing it freely. No other representations concerning the legal effect of this document have been made to me.

\_\_\_\_\_  
Signature of Minor Participant's Parent/Guardian

\_\_\_\_\_  
Name of Minor Participant's Parent/Guardian (print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Minor Participant's Name

Rancho Santiago Comm Coll District

Board Meeting of 03/27/17

AP0020

Bank Code: 92 District Funds

Check Registers Submitted for Approval

Page: 1

Checks Written for Period 03/01/17 Thru 03/14/17

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64772	General Fund Unrestricted	0.00	6,324.00	-6,324.00	92*0482952	92*0482952
64795	General Fund Unrestricted	50,296.75	0.00	50,296.75	92*0483423	92*0483445
64796	General Fund Unrestricted	85,539.15	0.00	85,539.15	92*0483448	92*0483463
64797	General Fund Unrestricted	18,893.72	0.00	18,893.72	92*0483476	92*0483489
64798	General Fund Unrestricted	295.00	0.00	295.00	92*0483510	92*0483510
64799	General Fund Unrestricted	51,229.81	0.00	51,229.81	92*0483518	92*0483542
64801	General Fund Unrestricted	3,605.90	0.00	3,605.90	92*0483569	92*0483579
64802	General Fund Unrestricted	20,934.66	0.00	20,934.66	92*0483580	92*0483606
64803	General Fund Unrestricted	980.65	0.00	980.65	92*0483611	92*0483611
64806	General Fund Unrestricted	1,098.51	0.00	1,098.51	92*0483639	92*0483648
64807	General Fund Unrestricted	15,436.98	0.00	15,436.98	92*0483652	92*0483669
64808	General Fund Unrestricted	9,592.20	0.00	9,592.20	92*0483670	92*0483719
64811	General Fund Unrestricted	7,892.57	0.00	7,892.57	92*0483724	92*0483739
64813	General Fund Unrestricted	25,509.16	0.00	25,509.16	92*0483760	92*0483772
64815	General Fund Unrestricted	7,886.28	0.00	7,886.28	92*0483788	92*0483798
64816	General Fund Unrestricted	23,191.12	0.00	23,191.12	92*0483801	92*0483825
64817	General Fund Unrestricted	37,841.10	0.00	37,841.10	92*0483829	92*0483861
64822	General Fund Unrestricted	1,478.07	0.00	1,478.07	92*0483897	92*0483903
64823	General Fund Unrestricted	1,178.23	0.00	1,178.23	92*0483911	92*0483919
64824	General Fund Unrestricted	29,216.38	0.00	29,216.38	92*0483937	92*0483963
64827	General Fund Unrestricted	285.85	0.00	285.85	92*0483995	92*0483995
64828	General Fund Unrestricted	18,295.31	0.00	18,295.31	92*0483998	92*0484016
64829	General Fund Unrestricted	5.45	0.00	5.45	92*0484023	92*0484023
64830	General Fund Unrestricted	6,346.00	0.00	6,346.00	92*0484024	92*0484066
64834	General Fund Unrestricted	43,945.43	0.00	43,945.43	92*0484096	92*0484122
64835	General Fund Unrestricted	177.01	0.00	177.01	92*0484127	92*0484127
64838	General Fund Unrestricted	21,308.07	0.00	21,308.07	92*0484139	92*0484149
64839	General Fund Unrestricted	7,983.19	0.00	7,983.19	92*0484150	92*0484175
64840	General Fund Unrestricted	1,250.00	0.00	1,250.00	92*0484176	92*0484177
64845	General Fund Unrestricted	21,973.88	0.00	21,973.88	92*0484206	92*0484211
64846	General Fund Unrestricted	29,079.36	0.00	29,079.36	92*0484212	92*0484228
64848	General Fund Unrestricted	41,574.70	0.00	41,574.70	92*0484231	92*0484241
<b>Total Fund 11 General Fund Unrestricted</b>		<b>\$584,320.49</b>	<b>\$6,324.00</b>	<b>\$577,996.49</b>		

Checks Written for Period 03/01/17 Thru 03/14/17

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64722	General Fund Restricted	0.00	3,800.00	-3,800.00	92*0482018	92*0482018
64743	General Fund Restricted	0.00	900.00	-900.00	92*0482424	92*0482424
64795	General Fund Restricted	12,947.92	0.00	12,947.92	92*0483425	92*0483443
64796	General Fund Unrestricted	2,563.12	0.00	2,563.12	92*0483446	92*0483464
64797	General Fund Restricted	9,186.35	0.00	9,186.35	92*0483468	92*0483487
64798	General Fund Restricted	30,568.17	500.00	30,068.17	92*0483490	92*0483517
64799	General Fund Restricted	16,598.45	0.00	16,598.45	92*0483521	92*0483547
64801	General Fund Restricted	61,098.55	0.00	61,098.55	92*0483557	92*0483578
64802	General Fund Restricted	3,985.21	0.00	3,985.21	92*0483594	92*0483605
64803	General Fund Restricted	71,270.65	0.00	71,270.65	92*0483607	92*0483633
64806	General Fund Restricted	4,855.15	0.00	4,855.15	92*0483641	92*0483647
64807	General Fund Restricted	54,944.76	0.00	54,944.76	92*0483649	92*0483653
64812	General Fund Restricted	97,736.46	0.00	97,736.46	92*0483740	92*0483759
64813	General Fund Restricted	10,422.11	0.00	10,422.11	92*0483762	92*0483773
64815	General Fund Restricted	63,351.79	0.00	63,351.79	92*0483781	92*0483793
64816	General Fund Restricted	69,294.44	0.00	69,294.44	92*0483799	92*0483828
64817	General Fund Restricted	1,870.14	0.00	1,870.14	92*0483862	92*0483871
64822	General Fund Restricted	884.32	0.00	884.32	92*0483890	92*0483905
64823	General Fund Restricted	14,207.70	0.00	14,207.70	92*0483906	92*0483935
64824	General Fund Restricted	5,970.65	0.00	5,970.65	92*0483945	92*0483958
64827	General Fund Restricted	158,815.14	0.00	158,815.14	92*0483967	92*0483996
64828	General Fund Restricted	543.79	0.00	543.79	92*0483997	92*0484020
64833	General Fund Restricted	175,733.16	0.00	175,733.16	92*0484077	92*0484095
64834	General Fund Restricted	452.66	0.00	452.66	92*0484107	92*0484120
64835	General Fund Restricted	20,628.39	0.00	20,628.39	92*0484123	92*0484126
64838	General Fund Unrestricted	318.33	0.00	318.33	92*0484145	92*0484145
64839	General Fund Restricted	20,706.78	0.00	20,706.78	92*0484151	92*0484172
64841	General Fund Restricted	647.25	0.00	647.25	92*0484178	92*0484190
64847	General Fund Restricted	276.17	0.00	276.17	92*0484230	92*0484230
64849	General Fund Restricted	179,674.95	0.00	179,674.95	92*0484242	92*0484263
64850	General Fund Restricted	36,485.13	0.00	36,485.13	92*0484265	92*0484284
<b>Total Fund 12 General Fund Restricted</b>		<b>\$1,126,037.69</b>	<b>\$5,200.00</b>	<b>\$1,120,837.69</b>		

Checks Written for Period 03/01/17 Thru 03/14/17

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64796	General Fund Unrestricted	36,858.11	0.00	36,858.11	92*0483459	92*0483465
64797	GF Unrestricted One-Time Func	13,599.88	0.00	13,599.88	92*0483466	92*0483484
64803	GF Unrestricted One-Time Func	9,439.37	0.00	9,439.37	92*0483613	92*0483635
64806	GF Unrestricted One-Time Func	1,027.82	0.00	1,027.82	92*0483645	92*0483645
64807	General Fund Unrestricted	643.06	0.00	643.06	92*0483657	92*0483657
64812	GF Unrestricted One-Time Func	10,138.96	0.00	10,138.96	92*0483743	92*0483751
64813	GF Unrestricted One-Time Func	7,468.18	0.00	7,468.18	92*0483761	92*0483767
64816	GF Unrestricted One-Time Func	5,797.00	0.00	5,797.00	92*0483800	92*0483800
64817	GF Unrestricted One-Time Func	14,322.00	0.00	14,322.00	92*0483842	92*0483842
64824	GF Unrestricted One-Time Func	41,494.15	0.00	41,494.15	92*0483936	92*0483962
64827	GF Unrestricted One-Time Func	36.51	0.00	36.51	92*0483988	92*0483988
64828	General Fund Unrestricted	1,474.35	0.00	1,474.35	92*0484021	92*0484022
64833	GF Unrestricted One-Time Func	16,448.55	0.00	16,448.55	92*0484082	92*0484087
64834	GF Unrestricted One-Time Func	2,192.56	0.00	2,192.56	92*0484113	92*0484113
64839	GF Unrestricted One-Time Func	797.69	0.00	797.69	92*0484168	92*0484168
64846	GF Unrestricted One-Time Func	4,563.18	0.00	4,563.18	92*0484225	92*0484225
64847	General Fund Unrestricted	615.81	0.00	615.81	92*0484229	92*0484229
64850	GF Unrestricted One-Time Func	2,548.50	0.00	2,548.50	92*0484264	92*0484273
<b>Total Fund 13 GF Unrestricted One-Time</b>		<b>\$169,465.68</b>	<b>\$0.00</b>	<b>\$169,465.68</b>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64670	Child Development Fund	0.00	32.90	-32.90	92*0481198	92*0481198
64794	Child Development Fund	24,378.23	0.00	24,378.23	92*0483403	92*0483422
64800	Child Development Fund	4,981.71	0.00	4,981.71	92*0483548	92*0483556
64805	Child Development Fund	77.39	0.00	77.39	92*0483637	92*0483638
64814	Child Development Fund	2,244.36	0.00	2,244.36	92*0483774	92*0483780
64821	Child Development Fund	642.16	0.00	642.16	92*0483888	92*0483889
64826	Child Development Fund	56.74	0.00	56.74	92*0483965	92*0483966
64832	Child Development Fund	3,042.61	0.00	3,042.61	92*0484072	92*0484076
64837	Child Development Fund	3,836.67	0.00	3,836.67	92*0484132	92*0484138
64844	Child Development Fund	1,437.43	0.00	1,437.43	92*0484193	92*0484205
<b>Total Fund 33 Child Development Fund</b>		<b>\$40,697.30</b>	<b>\$32.90</b>	<b>\$40,664.40</b>		

Checks Written for Period 03/01/17 Thru 03/14/17

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64793	Capital Outlay Projects Fund	65,690.15	0.00	65,690.15	92*0483394	92*0483402
64810	Capital Outlay Projects Fund	36,323.45	0.00	36,323.45	92*0483721	92*0483723
64820	Capital Outlay Projects Fund	863,767.81	0.00	863,767.81	92*0483879	92*0483887
64831	Capital Outlay Projects Fund	42,659.33	0.00	42,659.33	92*0484067	92*0484071
64836	Capital Outlay Projects Fund	39,206.12	0.00	39,206.12	92*0484128	92*0484131
64843	Capital Outlay Projects Fund	106,471.25	0.00	106,471.25	92*0484192	92*0484192
<b>Total Fund 41 Capital Outlay Projects Fun</b>		<b>\$1,154,118.11</b>	<b>\$0.00</b>	<b>\$1,154,118.11</b>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64809	Bond Fund, Measure E	106.94	0.00	106.94	92*0483720	92*0483720
64819	Bond Fund, Measure E	16,730.64	0.00	16,730.64	92*0483877	92*0483878
<b>Total Fund 42 Bond Fund, Measure E</b>		<u><u>\$16,837.58</u></u>	<u><u>\$0.00</u></u>	<u><u>\$16,837.58</u></u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64792	Bond Fund, Measure Q	547,855.42	0.00	547,855.42	92*0483387	92*0483393
64804	Bond Fund, Measure Q	3,876.00	0.00	3,876.00	92*0483636	92*0483636
64818	Bond Fund, Measure Q	144,795.28	0.00	144,795.28	92*0483872	92*0483876
64825	Bond Fund, Measure Q	72,887.50	0.00	72,887.50	92*0483964	92*0483964
<b>Total Fund 43 Bond Fund, Measure Q</b>		<b>\$769,414.20</b>	<b>\$0.00</b>	<b>\$769,414.20</b>		

Checks Written for Period 03/01/17 Thru 03/14/17

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64791	Workers' Compensation Fund	161.52	0.00	161.52	92*0483386	92*0483386
64842	Workers' Compensation Fund	552,230.00	0.00	552,230.00	92*0484191	92*0484191
<b>Total Fund 62 Workers' Compensation Fu</b>		<b><u>\$552,391.52</u></b>	<b><u>\$0.00</u></b>	<b><u>\$552,391.52</u></b>		

---

**SUMMARY**

Total Fund 11 General Fund Unrestricted	577,996.49
Total Fund 12 General Fund Restricted	1,120,837.69
Total Fund 13 GF Unrestricted One-Time Fund	169,465.68
Total Fund 33 Child Development Fund	40,664.40
Total Fund 41 Capital Outlay Projects Fund	1,154,118.11
Total Fund 42 Bond Fund, Measure E	16,837.58
Total Fund 43 Bond Fund, Measure Q	769,414.20
Total Fund 62 Workers' Compensation Fund	552,391.52
Grand Total:	<u><u>\$4,401,725.67</u></u>

Checks Written for Period 02/25/17 Thru 03/10/17

<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>
311703210	Bookstore Fund	280,492.62	0.00	280,492.62	31*0107643	31*0107683
<b>Total Fund 31 Bookstore Fund</b>		<u><u>\$280,492.62</u></u>	<u><u>\$0.00</u></u>	<u><u>\$280,492.62</u></u>		

Checks Written for Period 02/25/17 Thru 03/10/17

<b>Register #</b>	<b>Fund Title</b>	<b>Amount</b>	<b>Voided Checks</b>	<b>Adjusted Amount</b>	<b>Beg Check #</b>	<b>End Check #</b>
711703210	Associated Students Fund	4,462.16	450.00	4,012.16	71*0007901	71*0007917
<b>Total Fund 71 Associated Students Fund</b>		<b><u>4,462.16</u></b>	<b><u>450.00</u></b>	<b><u>4,012.16</u></b>		

Checks Written for Period 02/25/17 Thru 03/10/17

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
721703210	Representation Fee Trust Fund	11,730.24	1,108.00	10,622.24	72*0000097	72*0000101
<b>Total Fund 72 Representation Fee Trust Fun</b>		<b><u>\$11,730.24</u></b>	<b><u>\$1,108.00</u></b>	<b><u>\$10,622.24</u></b>		

Checks Written for Period 02/25/17 Thru 03/10/17

<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>
761702528	Community Education Fund	12,489.13	0.00	12,489.13	76*0007129	76*0007132
761703210	Community Education Fund	12,036.15	0.00	12,036.15	76*0007133	76*0007137
<b>Total Fund 76 Community Education Fund</b>		<b><u><u>\$24,525.28</u></u></b>	<b><u><u>\$0.00</u></u></b>	<b><u><u>\$24,525.28</u></u></b>		

Checks Written for Period 02/25/17 Thru 03/10/17

<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>
791702528	Diversified Trust Fund	18.86	0.00	18.86	79*0020595	79*0020595
791703210	Diversified Trust Fund	12,516.91	0.00	12,516.91	79*0020596	79*0020613
<b>Total Fund 79 Diversified Trust Fund</b>		<u><u>\$12,535.77</u></u>	<u><u>\$0.00</u></u>	<u><u>\$12,535.77</u></u>		

Checks Written for Period 02/25/17 Thru 03/10/17

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
811702528	Diversified Agency Fund	20,906.03	500.00	20,406.03	81*0047493	81*0047503
811703210	Diversified Agency Fund	26,350.70	37.20	26,313.50	81*0047504	81*0047535
<b>Total Fund 81 Diversified Agency Fund</b>		<b><u>\$47,256.73</u></b>	<b><u>\$537.20</u></b>	<b><u>\$46,719.53</u></b>		

**SUMMARY**

Total Fund 31 Bookstore Fund	280,492.62
Total Fund 71 Associated Students Fund	4,012.16
Total Fund 72 Representation Fee Trust Fund	10,622.24
Total Fund 76 Community Education Fund	24,525.28
Total Fund 79 Diversified Trust Fund	12,535.77
Total Fund 81 Diversified Agency Fund	46,719.53
<b>Grand Total:</b>	<b><u><u>\$378,907.60</u></u></b>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
BUDGET BOARD REPORT  
From 02/25/2017 To 03/10/2017  
Board Meeting on 03/27/2017**

**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.

<b>BUDGET TRANSFERS</b>	<b>From</b>	<b>To</b>
<b><u>Fund 11: General Fund Unrestricted</u></b>		
1000 ACADEMIC SALARIES	34,326	
2000 CLASSIFIED SALARIES		70,361
3000 EMPLOYEE BENEFITS		62,314
4000 SUPPLIES & MATERIALS		27,062
5000 OTHER OPERATING EXP & SERVICES		102,616
6000 CAPITAL OUTLAY		70,132
7900 RESERVE FOR CONTINGENCIES	<b>298,159</b>	
<b>Total Transfer Fund 11</b>	<b>\$332,485</b>	<b>\$332,485</b>
<b><u>Fund 12: General Fund Restricted</u></b>		
1000 ACADEMIC SALARIES		46,154
2000 CLASSIFIED SALARIES		42,560
3000 EMPLOYEE BENEFITS		9,366
4000 SUPPLIES & MATERIALS		44,397
5000 OTHER OPERATING EXP & SERVICES	128,952	
6000 CAPITAL OUTLAY	305	
7000 OTHER OUTGO	13,220	
<b>Total Transfer Fund 12</b>	<b>\$142,477</b>	<b>\$142,477</b>
<b><u>Fund 13: GF Unrestricted One-Time Funds</u></b>		
2000 CLASSIFIED SALARIES		8,500
3000 EMPLOYEE BENEFITS		2,285,832
4000 SUPPLIES & MATERIALS	17,290	
5000 OTHER OPERATING EXP & SERVICES	2,336,747	
6000 CAPITAL OUTLAY		99,659
7900 RESERVE FOR CONTINGENCIES	39,954	
<b>Total Transfer Fund 13</b>	<b>\$2,393,991</b>	<b>\$2,393,991</b>
<b><u>Fund 33: Child Development Fund</u></b>		
1000 ACADEMIC SALARIES	500	
4000 SUPPLIES & MATERIALS		500
<b>Total Transfer Fund 33</b>	<b>\$500</b>	<b>\$500</b>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
BUDGET BOARD REPORT  
From 02/25/2017 To 03/10/2017  
Board Meeting on 03/27/2017**

<b>BUDGET TRANSFERS</b>	<b>From</b>	<b>To</b>
<b><u>Fund 41: Capital Outlay Projects Fund</u></b>		
6000 CAPITAL OUTLAY		1,051,740
7900 RESERVE FOR CONTINGENCIES	1,051,740	
	<hr/>	<hr/>
<b>Total Transfer Fund 41</b>	<b>\$1,051,740</b>	<b>\$1,051,740</b>
<b><u>Fund 79: Diversified Trust Fund</u></b>		
5000 OTHER OPERATING EXP & SERVICES		1,700
6000 CAPITAL OUTLAY		5,500
7900 RESERVE FOR CONTINGENCIES	7,200	
	<hr/>	<hr/>
<b>Total Transfer Fund 79</b>	<b>\$7,200</b>	<b>\$7,200</b>

<b>BUDGET INCREASES AND DECREASES</b>	<b>Revenue</b>	<b>Appropriation</b>
<b><u>Fund 12: General Fund Restricted</u></b>		
8100 FEDERAL REVENUES	43,039	
8600 STATE REVENUES	26,005,277	
8800 LOCAL REVENUES	1,074	
1000 ACADEMIC SALARIES		(161,031)
2000 CLASSIFIED SALARIES		430,799
3000 EMPLOYEE BENEFITS		209,957
4000 SUPPLIES & MATERIALS		62,374
5000 OTHER OPERATING EXP & SERVICES		25,406,729
6000 CAPITAL OUTLAY		90,600
7000 OTHER OUTGO		9,962
	<hr/>	<hr/>
<b>Total Transfer Fund 12</b>	<b>\$26,049,390</b>	<b>\$26,049,390</b>

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 02/25/2017 To 03/10/2017  
Board Meeting on 03/27/2017**

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.

<b>BUDGET TRANSFERS</b>		<b>From</b>	<b>To</b>
<b><u>Fund 11: General Fund Unrestricted</u></b>			
<b>B020473</b>	<b>02/27/17</b>		
2000	CLASSIFIED SALARIES		8,092
3000	EMPLOYEE BENEFITS		2,010
4000	SUPPLIES & MATERIALS		4,836
5000	OTHER OPERATING EXP & SERVICES		206,421
7900	RESERVE FOR CONTINGENCIES	221,359	
<b>Total Reference B020473</b>		<b>\$221,359</b>	<b>\$221,359</b>
<b>Reason:</b>	Special Project Adjustment		
<b>Description:</b>	Revised amounts for training trusts 11/2/16		
<b>B020533</b>	<b>03/06/17</b>		
1000	ACADEMIC SALARIES	34,026	
4000	SUPPLIES & MATERIALS	1,774	
5000	OTHER OPERATING EXP & SERVICES		35,800
<b>Total Reference B020533</b>		<b>\$35,800</b>	<b>\$35,800</b>
<b>Reason:</b>	Adjustment		
<b>Description:</b>	Cover new Instructional Svcs. Agreements-2016-17.		
<b>B020534</b>	<b>03/06/17</b>		
2000	CLASSIFIED SALARIES		70,932
3000	EMPLOYEE BENEFITS		49,771
5000	OTHER OPERATING EXP & SERVICES	120,703	
<b>Total Reference B020534</b>		<b>\$120,703</b>	<b>\$120,703</b>
<b>Reason:</b>	Adjustment		
<b>Description:</b>	Refund facility manager		
<b>B020573</b>	<b>03/09/17</b>		
6000	CAPITAL OUTLAY		76,800
7900	RESERVE FOR CONTINGENCIES	76,800	
<b>Total Reference B020573</b>		<b>\$76,800</b>	<b>\$76,800</b>
<b>Reason:</b>	Adjustment		
<b>Description:</b>	Cover CJ classroom chairs		

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
BUDGET BOARD REPORT  
From 02/25/2017 To 03/10/2017  
Board Meeting on 03/27/2017**

**BUDGET TRANSFERS** **From** **To**

**Fund 12: General Fund Restricted**

<b>B020477</b>	<b>02/28/17</b>		
1000	ACADEMIC SALARIES	4,000	
2000	CLASSIFIED SALARIES		69,508
4000	SUPPLIES & MATERIALS		4,500
5000	OTHER OPERATING EXP & SERVICES	50,008	
7000	OTHER OUTGO	20,000	

<b>Total Reference B020477</b>	<b>\$74,008</b>	<b>\$74,008</b>
--------------------------------	-----------------	-----------------

**Reason:** Special Project Adjustment  
**Description:** Fund Marketing, Food account and Stu Assistants

<b>B020512</b>	<b>03/03/17</b>		
1000	ACADEMIC SALARIES		37,761
2000	CLASSIFIED SALARIES	25,467	
3000	EMPLOYEE BENEFITS		5,006
4000	SUPPLIES & MATERIALS		3,250
5000	OTHER OPERATING EXP & SERVICES	26,325	
7000	OTHER OUTGO		5,775

<b>Total Reference B020512</b>	<b>\$51,792</b>	<b>\$51,792</b>
--------------------------------	-----------------	-----------------

**Reason:** Special Project Adjustment  
**Description:** Make adjustments to existing 16-17 Equity Budget/SAC.

**Fund 13: GF Unrestricted One-Time Funds**

<b>B020474</b>	<b>02/27/17</b>		
3000	EMPLOYEE BENEFITS		2,283,722
5000	OTHER OPERATING EXP & SERVICES	2,283,722	

<b>Total Reference B020474</b>	<b>\$2,283,722</b>	<b>\$2,283,722</b>
--------------------------------	--------------------	--------------------

**Reason:** Adjustment  
**Description:** Corr acct-book one time Retiree FD-ARC

<b>B020487</b>	<b>02/28/17</b>		
5000	OTHER OPERATING EXP & SERVICES	70,000	
6000	CAPITAL OUTLAY		70,000

<b>Total Reference B020487</b>	<b>\$70,000</b>	<b>\$70,000</b>
--------------------------------	-----------------	-----------------

**Reason:** Adjustment  
**Description:** Move funds to appropriate object code (CJ entry gate)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
BUDGET BOARD REPORT  
From 02/25/2017 To 03/10/2017  
Board Meeting on 03/27/2017**

<b>BUDGET TRANSFERS</b>	<b>From</b>	<b>To</b>
<b>B020500    03/01/17</b>		
5000    OTHER OPERATING EXP & SERVICES		17,935
7900    RESERVE FOR CONTINGENCIES	17,935	
	<hr/>	<hr/>
<b>Total Reference B020500</b>	<b>\$17,935</b>	<b>\$17,935</b>
<b>Reason:</b> Adjustment		
<b>Description:</b> Cover invoice for TracDat Annual Subscription renewal.		
<b>B020514    03/03/17</b>		
6000    CAPITAL OUTLAY		2,819
7900    RESERVE FOR CONTINGENCIES	2,819	
	<hr/>	<hr/>
<b>Total Reference B020514</b>	<b>\$2,819</b>	<b>\$2,819</b>
<b>Reason:</b> Adjustment		
<b>Description:</b> Allocate funds for President's Office: work chair/new aeron.		
<b>B020574    03/09/17</b>		
6000    CAPITAL OUTLAY		19,200
7900    RESERVE FOR CONTINGENCIES	19,200	
	<hr/>	<hr/>
<b>Total Reference B020574</b>	<b>\$19,200</b>	<b>\$19,200</b>
<b>Reason:</b> Adjustment		
<b>Description:</b> Cover CJ classroom chairs		
<b><u>Fund 41: Capital Outlay Projects Fund</u></b>		
<b>B020471    02/27/17</b>		
6000    CAPITAL OUTLAY		15,000
7900    RESERVE FOR CONTINGENCIES	15,000	
	<hr/>	<hr/>
<b>Total Reference B020471</b>	<b>\$15,000</b>	<b>\$15,000</b>
<b>Reason:</b> Special Project Adjustment		
<b>Description:</b> Allocate funds to contractor services		
<b>B020559    03/08/17</b>		
6000    CAPITAL OUTLAY		1,036,740
7900    RESERVE FOR CONTINGENCIES	1,036,740	
	<hr/>	<hr/>
<b>Total Reference B020559</b>	<b>\$1,036,740</b>	<b>\$1,036,740</b>
<b>Reason:</b> New Budget		
<b>Description:</b> SCC Bld. U Portable Cert Prj. Bal Measure E Fd 42 closed (RDA).		

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
BUDGET BOARD REPORT  
From 02/25/2017 To 03/10/2017  
Board Meeting on 03/27/2017**

<b>BUDGET TRANSFERS</b>		<b>From</b>	<b>To</b>
<b><u>Fund 79: Diversified Trust Fund</u></b>			
<b>B020527</b>	<b>03/06/17</b>		
5000	OTHER OPERATING EXP & SERVICES		1,700
6000	CAPITAL OUTLAY		5,500
7900	RESERVE FOR CONTINGENCIES	7,200	
<b>Total Reference B020527</b>		<b>\$7,200</b>	<b>\$7,200</b>
<b>Reason:</b> Special Project Adjustment			
<b>Description:</b> Pur high volume scanner, upgrade Xerox lease, CACCRAO			
 <b><u>Fund 12: General Fund Restricted</u></b>			
<b>B020481</b>	<b>02/28/17</b>		
8600	STATE REVENUES	(186,799)	
1000	ACADEMIC SALARIES		(186,799)
<b>Total Reference B020481</b>		<b>\$(186,799)</b>	<b>\$(186,799)</b>
<b>Reason:</b> Special Project Adjustment			
<b>Description:</b> Adj FY 16/17 3SP Credit Alloc-SAC P1, 17/18 roll-over bu.			
 <b>B020483</b>	 <b>02/28/17</b>		
8600	STATE REVENUES	37,512	
1000	ACADEMIC SALARIES		37,512
<b>Total Reference B020483</b>		<b>\$37,512</b>	<b>\$37,512</b>
<b>Reason:</b> Special Project Adjustment			
<b>Description:</b> Adj FY 16/17 DSPS P1 Alloc-SCC FY 17/18 roll-over bu.			
 <b>B020493</b>	 <b>03/01/17</b>		
8600	STATE REVENUES	191,200	
4000	SUPPLIES & MATERIALS		54,300
5000	OTHER OPERATING EXP & SERVICES		49,900
6000	CAPITAL OUTLAY		87,000
<b>Total Reference B020493</b>		<b>\$191,200</b>	<b>\$191,200</b>
<b>Reason:</b> New Budget			
<b>Description:</b> Calrecycle Bev Container Recycl Grant (DO) apprvd:2/17/17.			
 <b>B020497</b>	 <b>03/01/17</b>		
8600	STATE REVENUES	26,038,597	
2000	CLASSIFIED SALARIES		466,123
3000	EMPLOYEE BENEFITS		211,620
4000	SUPPLIES & MATERIALS		5,000
5000	OTHER OPERATING EXP & SERVICES		25,352,254
6000	CAPITAL OUTLAY		3,600
<b>Total Reference B020497</b>		<b>\$26,038,597</b>	<b>\$26,038,597</b>
<b>Reason:</b> New Budget			
<b>Description:</b> 16/17 Strong Workforce Regional			

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
 BUDGET BOARD REPORT  
 From 02/25/2017 To 03/10/2017  
 Board Meeting on 03/27/2017**

**BUDGET INCREASES AND DECREASES**

			Revenue	Appropriation
<b>B020507</b>	<b>03/03/17</b>			
8600	STATE REVENUES		(34,395)	
1000	ACADEMIC SALARIES			(34,395)
<b>Total Reference B020507</b>			<b>\$(34,395)</b>	<b>\$(34,395)</b>
<b>Reason:</b> Special Project Adjustment				
<b>Description:</b> Adj 16/17 3SP Noncredit Alloc-CEC P1 for 17/18 roll-over bud				

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

To:	Board of Trustees	Date: March 27, 2017
Re:	Approval of the 2017-18 Tentative Budget Assumptions	
Action:	Request for Approval	

**BACKGROUND**

Each year, the Board of Trustees approves Budget Assumptions that serve as the foundation used in the development of the district's annual budget.

**ANALYSIS**

At this stage of the 2017-18 budget preparation cycle, the district is basing its assumptions on the Governor's January Budget Proposal which includes a 1.48% Cost of Living Adjustment (COLA) and a modest base allocation increase. Although his proposal also includes 1.34% systemwide growth funding, the district assumptions do not include any funding for growth based on the colleges' current growth estimates and the fact that at P1 reporting, the district is currently in stabilization with an FTES loss of 2.17%. The attached budget assumptions presume the need to borrow 2017 summer credit FTES to maintain the 2015-16 base apportionment revenue. With the remaining revenue assumptions, there is a net increase of approximately \$3.4 million in additional ongoing funding and no additional one-time funding.

The expense assumptions net approximately \$9.1 million in additional ongoing costs including cost of COLA, step and column movement, a projected 3.5% increase in health and welfare benefits for the second half of the year, continuing PERS and STRS rate increases, the increased cost of the Annual Required Contribution for the retiree health benefits based on the most recent actuarial report, and other increased costs. Based on these assumptions, the ongoing budget produces a structural deficit of \$5.65 million. If left in place in the Adopted Budget, the Budget Stabilization Fund would be reduced on a one-time basis, without other reductions being made.

These assumptions, which are the starting point to be used as the basis for building the 2017-18 Tentative Budget, were unanimously recommended by both the Fiscal Resources Committee and District Council. When additional information becomes available, such as the May Revise, these assumptions will be updated for the Tentative Budget presented to the Board of Trustees for approval on June 12, 2017. Once a state budget is enacted by the Legislature by the end of June, any necessary changes to our state funding can be made in the district's proposed Adopted Budget for approval by the Board of Trustees on September 11, 2017.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the 2017-18 Tentative Budget Assumptions as presented.

Fiscal Impact:	Projected \$5.65 million ongoing deficit	Board Date: March 27, 2017
Prepared by:	Adam M. O'Connor, Assistant Vice Chancellor, Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
UNRESTRICTED GENERAL FUND  
2017-18 Tentative Budget Assumptions  
March 21, 2017**

I. State Revenue

A. Budgeting will continue to utilize the District's Budget Allocation Model (BAM) based on SB 361.

B. FTES Workload Measure Assumptions:

Year	Base	Actual	Funded	Actual Growth
2012/13	27,711.41	28,185.04	28,185.04	1.71%
2013/14	28,185.04	28,688.93	28,688.93	1.79%
2014/15	28,688.93	28,908.08	28,908.08	0.76%
2015/16	P3 28,908.08	28,901.63	28,901.63	-0.02%
2016/17	P1 28,901.43	28,274.99	28,274.99	-2.17%

a - based on submitted P3, small reduction, but slight increase in revenue based on mix of FTES between CR, NC and CDCP

b - based on submitted P1, anticipated loss of FTES at 2.17%

This estimated decline in revenue is based on the 320 report submitted at P1. The district is in stabilization in 2016/17 based on this reporting. This decline is equivalent to 692 Credit FTES and will result in a large reduction in revenue as of 7/1/17 without significant growth or borrowing FTES from summer 2017.

The budget proposal includes 1.34% systemwide Growth/Access funding, 1.48% COLA, and a small base allocation increase.

Projected COLA of 1.48%	<b>\$2,300,000</b>	
Projected Growth/Access (Decline of 2.17%)	<b>\$0</b>	<b>(Effective loss of \$3,456,189 in revenue based on this decline in FTES)</b>
Projected Base Allocation Increase	<b>\$590,000</b>	
Continued Projected Deficit (est. 0.708%)	<b>\$0</b>	
Apportionment Base Incr (Decr) for 2017/18	<b>\$2,890,000</b>	

2017/18 Potential Growth at 0.5% based on 1.34% system 29,046

C. Education Protection Account (EPA) funding estimated at \$22,783,410 based on 2016/17 Advance. These are not additional funds. The EPA is only a portion of general purpose funds that offsets what would otherwise be state aid in the apportionments. We intend to charge a portion of faculty salaries to this funding source in compliance with EPA requirements.

D. Unrestricted lottery is projected at \$144 per FTES (\$4,269,070). Restricted lottery at \$45 per FTES (\$1,334,084). (2016/17 P1 of resident & nonresident factored FTES, 29,646.32 x 144 = \$4,269,070 unrestricted lottery; 29,646.32 x 45 = \$1,334,084.) Slight increase.

E. Estimated reimbursement for part-time faculty compensation is estimated at \$592,773 (2016/17 Advance). Unchanged.

F. Categorical programs will continue to be budgeted separately; self-supporting, matching revenues and expenditures. COLA is being proposed on certain categorical programs. Without COLA, other categorical reductions would be required to remain in balance if settlements were reached with bargaining groups. The colleges will need to budget for any program match requirements using unrestricted funds.

G. BOG fee waivers 2% administration funding estimated at 2016/17 Advance of \$294,302. Unchanged.

H. Mandates Block Grant estimated at a total budget of \$795,000. Unchanged. No additional one-time allocation proposed.

II. Other Revenue

I. Non-Resident Tuition budgeted at \$2,925,000. \$325,000 increase. (SAC \$2,300,000, SCC \$625,000)

J. Interest earnings estimated at \$650,000. Increase based on County interest rate and cash balance increase.

K. Other miscellaneous income (includes fines, fees, rents, etc.) is estimated at approximately \$350,000. Unchanged.

L. Apprenticeship revenue estimated at \$2,670,285. Unchanged.  
(Corresponding expenses related to this allocation must be budgeted for additional apprenticeship course offerings)

M. Scheduled Maintenance/Instructional Equipment allocation \$1 million (no match required).

N. Energy Efficiency/Prop 39 revenue allocation of \$1.1 million. Slight increase from 2016/17.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
UNRESTRICTED GENERAL FUND  
2017-18 Tentative Budget Assumptions  
March 21, 2017**

III. Appropriations and Expenditures

- A. As the District's budget model is a revenue allocation model, revenues flow through the model to the colleges as earned. The colleges have the responsibility, within their earned revenue, to budget for ALL necessary expenditures including but not limited to all full time and part time employees, utilities, instructional services agreements, multi-year maintenance and other contracts, supplies, equipment and other operating costs.
- B. The state is estimating a Cost of Living Allowance (COLA) of 1.48%. Any collectively bargained increased costs will be added to the budget. The estimated cost of a 1% salary increase is \$1.4 million.
- C. Step and column movement is budgeted at an additional cost of approximately \$1.2 million including benefits. (FARSCCD approximate cost \$410,000, CSEA approximate cost \$476,000, Management/Other approximate cost \$314,000)
- D. Health and Welfare benefit premium cost increase as of 1/1/18 is estimated at 3.5% for an additional cost of approximately \$501,000 for active employees and an additional cost of \$170,000 for retirees, for a combined increase of \$671,000. State Unemployment Insurance local experience charges are estimated at \$250,000 (2016/17 budgeted amount). Unchanged. CalPERS employer contribution rate will increase in 2017/18 from 13.888% to 15.8% for an increase of \$607,948. (Note: The cost of each 1% increase in the PERS rate is approximately \$350,000.) CalSTRS employer contribution rate will increase in 2017/18 from 12.58% to 14.43% for an increase of \$1,196,296. (Note: The cost of each 1% increase in the STRS rate is approximately \$700,000.)
- E. The full-time faculty obligation (FON) for Fall 2017 is estimated at 364.4. The District is currently recruiting to replace 18 faculty vacancies (plus one additional noncredit position which does not count toward the FON). The District expects to meet its obligation. SAC has 13 vacancies and is adding one new position. SCC is filling five vacancies. The current cost for a new position is budgeted at Class VI, Step 12 at approximately \$136,500. Penalties for not meeting the obligation amount to approximately \$71,000 per FTE not filled.
- F. The current rate per Lecture Hour Equivalent (LHE) effective 7/1/15 for hourly faculty is \$1,249. Unchanged.
- G. Retiree Health Benefit Fund (OPEB/GASB 45 Obligation) - The District will continue to contribute an amount to fund the total actuarially determined Annual Required Contribution (ARC). The ARC increased in 2016/17 by over \$3.3 million from \$8.35 million to a cost of \$11.7 million. This increased cost was covered with one-time funds in 2016/17, but with no new one-time allocation proposed in the state budget, this is now added as an ongoing expense. This will require an increase in the percentage charged to payroll from 1% to 3.63% effective 7/1/17. The unrestricted general fund portion of this increase amounts to approximately \$2.6 million.
- H. Capital Outlay Fund - In addition to the state allocation for Scheduled Maintenance/Instructional Equipment, the District will continue to budget \$1.5 million for capital outlay needs.
- I. Utilities cost increases of 5%, estimated at \$200,000.
- J. Information Technology licensing contract escalation cost of 7%, estimated at \$125,000.
- K. Property and Liability Insurance transfer estimated at \$1,970,000. Unchanged.
- L. Other additional DS/Institutional Cost expenses:
  - Legal Expenses of \$150,000 ongoing
  - 50% Cost of New Sergeant Position \$70,000 ongoing
- M. Child Development Fund - The District will continue to budget \$250,000 as an interfund transfer from the unrestricted general fund as a contingency plan. (\$140,000 was transferred in 2014/15 and 2015/16, and expected in 2016/17)

<b>Rancho Santiago Community College District</b> <b>Unrestricted General Fund Summary</b> <b>2017-18 Tentative Budget Assumptions Analysis</b> <b>March 21, 2017</b>
--

	<u><b>New Revenues</b></u>	Ongoing Only	One-Time
B	COLA 1.48%	\$2,300,000	
B	Growth (Decline of 2.17%)	\$0	
B	Base Allocation	\$590,000	
B	Deficit Factor est. at 0.708%	\$0	
D	Unrestricted Lottery	\$126,529	
H	Mandates Block Grant (one-time)	\$0	\$0
I	Non-Resident Tuition	\$325,000	
J	Interest Earnings	\$100,000	
L	Apprenticeship - SCC	\$0	
EGHK	Misc Income	\$0	
	<b>Total</b>	\$3,441,529	\$0
	 <u><b>New Expenditures</b></u>		
B	COLA 1.48%	\$2,300,000	
C	Step/Column	\$1,200,000	
D	Health and Welfare/Benefits Increase	\$671,000	
D	CalPERS Increase	\$607,948	
D	CalSTRS Increase	\$1,196,296	
E	Full Time Faculty Obligation Hires	\$0	
E/F	Hourly Faculty Budgets (Convert to Full Time)	\$0	
G	Increased Cost of Retiree Health Benefit ARC	\$2,576,106	
H	Capital Outlay/Scheduled Maintenance Match	\$0	
I	Utilities Increase	\$200,000	
J	ITS Licensing/Contract Escalation Cost	\$125,000	
K	Property, Liability and All Risks Insurance	\$0	
I.L	Apprenticeship - SCC	\$0	
L	Other Additional DS/Institutional Costs	\$220,000	\$0
	<b>Total</b>	\$9,096,350	\$0
	2017-18 Budget Year Surplus (Deficit)	(\$5,654,821)	

**Note: Budget Stabilization Fund Balance at 6/30/2017 is estimated at \$13.7 million.**

<sup>1</sup> This estimated decline in revenue is based on the 320 report submitted at P1. The district is in stabilization in 2016-17 based on this reporting. This decline is equivalent to 692 FTES and will result in this reduction in revenue effective 7/1/2017 without significant growth or borrowing FTES from summer 2017.

\* Reference to budget assumption number

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

To:	Board of Trustees	Date: March 27, 2017
Re:	Approval of Amendment to Agreement with Hammel, Green and Abrahamson, Inc. for Professional Design Services for the Science Center Project at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

This is an amendment to an existing agreement for additional architectural design services. On October 13, 2014 the Board of Trustees approved an agreement with Hammel, Green and Abrahamson, Inc. (HGA) for professional design services for the new Science Center at Santa Ana College. The amendment is needed to provide additional design services related to: 1) Quick Copy Center relocation; 2) relocation of welding stations; and 3) additional landscape services.

As part of the Science Center project two J Buildings will be demolished and some of the programs and activities need to be relocated. The Quick Copy Center needs to be relocated, as its current location will be demolished. Additional design services are required due to a change in the original location in the Temporary Village from VL-312 to VL-107. The change in location was due to relocation of a Middle College High School (MCHS) classroom into VL-312. A new location in the village has been identified for the Quick Copy Center in VL-107 which requires a new layout for the tenant improvements to the portable, including assessment and design of the floor to ensure structural integrity for the weight of the Quick Copy equipment.

The existing welding program (Building K) is located west of the new Science Center. The program currently has welding stations that receive power from one of the J buildings scheduled for demolition. HGA will be providing design services to relocate existing welding stations within Building K's exterior yard to ensure the program can continue to operate at maximum capacity.

Additional landscape services have been added to include areas adjacent to the southwest and southeast edges of the Library building. This scope of work was originally included in the Central Plant / Infrastructure project, but due to the close proximity of other work being completed by the Science Center project the District reallocated the scope of work to be included in the Science Center.

The agreement needs to be amended to clarify the final scope of work for the project prior to retaining Division of State Architect (DSA) approval.

**ANALYSIS:**

The amendment is to increase the contract by \$73,172. The District has reviewed the fee and it is reasonable and within industry standards. The total revised contract amount is \$4,706,137. The

services covered by this agreement commenced on October 14, 2014 and ends June 30, 2020. The total project budget is \$73.38 million and remains unchanged at this point in time as the latest cost estimates are still within target budget. Cost estimates are undertaken at points in time during phases of design to confirm project budgets are adequate. Therefore, it is recommended to move forward with the additional scope of work to clarify the project for the architect.

This agreement is funded by Measure Q.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the amendment with Hammel, Green and Abrahamson, Inc. (Santa Monica) for Professional Design Services for the Science Center Project at Santa Ana College as presented.

Fiscal Impact:	\$73,172	Board Date: March 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 Rodríguez, Ph.D., Chancellor	

# Board Agreement Summary

**Board Date: 3/27/17**

Project: Science Center

Site: **Santa Ana College**

---

Consultants: **Hammel, Green and Abrahamson, Inc.**

---

Type of Service: Architectural and Engineering Professional Design Services

---

Agreement Summary	Amount	Reimbursables	Duration	
			Start	End
Original Contract Amount	\$3,909,395.00	\$ 200,000.00	10/14/2014	12/31/2019
Amendment #1	\$21,860.00		10/14/2014	12/31/2019
Amendment #2	\$480,000.00		10/14/2014	6/30/2020
Amendment #3	\$21,710.00		10/14/2014	6/30/2020
Amendment #4	\$73,172.00		10/14/2014	6/30/2020
<b>Total Agreement Amount</b>	<b>\$4,706,137.00</b>			

---

**AGREEMENT NO: 0077.00/DESCRIPTION:**

Amendment #4 for additional design services for the Quick Copy Center relocation, Welding Program relocation and additional landscape services.

This agreement #0077.00 and any amendments are incorporated herein by reference and are included as part of the agenda.

---

**Total Proposed Amount:** **\$73,172.00**

---

**New Contract End Date:** **6/30/2020**

---

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: March 27, 2017
Re:	Ratification of Agreements for the Emergency Relocation of the Music Building to the Johnson Student Center at Santa Ana College per Resolution No.17-01 with Patriot Contracting & Engineering, Inc., et. al.	
Action:	Request for Ratification	

**BACKGROUND:**

On February 6, 2017 the Board of Trustees approved Resolution No. 17-01 Authorizing Emergency Contracts for Immediate Construction Improvements to the Johnson Student Center at Santa Ana College as a result of the relocation of Music Building (N) programs. Construction improvements and relocation activities have been completed in the Johnson Student Center and according to Emergency Resolution No. 17-01, the Board of Trustees shall ratify the agreements associated with such work which is also required by the Orange County Department of Education. The ratification of the approval of all agreements summarized herein covers all costs associated with the emergency work and relocation.

**ANALYSIS:**

The following consultants, contractors and vendors provided: services, goods, work, repairs, and building improvements for the relocation from Music Building into the Johnson Student Center (see attached Summary for Details).

<b><u>Contractor/Vendor</u></b>	<b><u>Services</u></b>	<b><u>Contract Amount</u></b>
HGA	Architectural Design Services	\$34,757.00
CR&R	Dumpsters Service	\$2,975.90
American Relocation & Logistics	Disassemble, re-assemble and move furniture	\$9,889.22
Patriot Contracting	Electrical and data - Safe-Off Services	\$5,046.12
Patriot Contracting	General Contractor Services	\$457,771.00
GST – A/V Contractor	A/V Equipment, sound booth removal and re-installation, computer integration etc.	\$19,696.14
Window Shades East	Window Shades	\$6,100.00
American Relocation & Logistics	Moving Services from N to Johnson (including specialty move for pianos)	\$11,000.00
SchoolsIn	Purchase of white boards (with music staff lines)	\$1,889.80
Fuller Street	Rental of risers	\$9,100.00
C I Services	Roof repairs	\$22,300.00
A Good Sign	ADA Signage, directional signage etc.	\$4,640.00
Wenger	Student lockers for instrument storage	\$10,151.83
Home Depot	Shelving Units	344.67
Quality Piano Tuning	Piano tuning	\$1,430.00

<b>FINAL TOTAL</b>	\$597,091.68
--------------------	--------------

These contracts were funded by Capital Facilities and Redevelopment Agency Funds.

**RECOMMENDATION:**

The administration recommends the ratification of agreements, incorporated herein by reference, for the Emergency Relocation of the Music Building to the Johnson Student Center at Santa Ana College per Resolution No.17-01 with Patriot Contracting & Engineering, Inc., et. al., as presented.

Fiscal Impact:	\$597,091.68	Board Date: March 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 Rodríguez, Ph.D., Chancellor	

# Board Summary

**Board Date: 3/27/17**

Project: Emergency Contracts for Immediate Construction Improvements to the Johnson Student Center per Emergency Resolution 17-01

Site: **Santa Ana College**

---

Consultants/Vendors: Various

---

Type of Service: multiple services; professional services, contractor services, miscellaneous vendors

---

<b>Contractor/Vendor</b>	<b>Services</b>	<b>Dollar Amount</b>	<b>Purchase Order</b>
HGA	Architectural Design Services	\$34,757.00	17-P0045343
CR&R	Dumpsters Service	\$2,975.90	17-P0044499
American Relocation & Logistics	Disassemble, re-assemble and move furniture	\$9,889.22	17-P0044661
Patriot Contracting	Electrical and data - Safe-Off Services	\$5,046.12	17-P0044543
Patriot Contracting	General Contractor Services	\$457,771.00	17-P0044603
GST – A/V Contractor	A/V Equipment, sound booth removal and re-installation, computer integration etc.	\$19,696.14	17-P0044606
Window Shades East	Window Shades	\$6,100.00	17-P0044692
American Relocation & Logistics	Moving Services from N to Johnson (including specialty move for pianos)	\$11,000.00	17-P0044526
SchoolsIn	White boards with music staff lines	\$1,889.80	17-P0044845
Fuller Street	Rental of risers	\$9,100.00	17-P0044718
C I Services	Roof repairs	\$22,300.00	17-P0044649
A Good Sign	ADA Signage, directional signage etc.	\$4,640.00	17-P0044603
Wenger	Student lockers for instrument storage	\$10,151.83	17-P0044715
Home Depot	Shelving Units	\$344.67	17-P0044761
Quality Piano Tuning	Piano Tuning	\$1,430.00	17-P0045482

---

**DESCRIPTION:**

Ratification of agreements per Resolution 17-01, approved by the Board of Trustees on February 6, 2017.

These agreements and any amendments are incorporated herein by reference and are included as part of the agenda.

---

**Total Proposed Amount: \$597,091.68**

---

**Contract End Date: N/A**

---

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

To:	Board of Trustees	Date: March 27, 2017
Re:	Accept the Completion of Resolution 17-01 Authorizing Emergency Contracts for Immediate Construction Improvements to the Johnson Student Center at Santa Ana College and Approve a Recording of a Notice of Completion	
Action:	Request for Acceptance and Approval	

**BACKGROUND:**

On February 6, 2017, the Board of Trustees approved a construction contract with Patriot Contracting & Engineering, Inc. per Resolution 17-01 Authorizing Emergency Contracts for Immediate Construction Improvements to the Johnson Student Center at Santa Ana College as a result of the relocation of the Music Building (N) programs. The construction contract work for Patriot Contracting & Engineering, Inc. was completed on February 13, 2017.

**ANALYSIS:**

The District, upon approval by the Board of Trustees may record a Notice of Completion with the office of the Orange County Clerk-Recorder, as outlined under California Civil Code §9204. Total cost of the project related to Patriot Contracting & Engineering, Inc.'s contract was \$457,771.00.

This project was funded by Capital Facilities and Redevelopment Agency Funds.

**RECOMMENDATION:**

It is recommended that the Board of Trustees Accept the Project as Complete and Approve the Filing of a Notice of Completion with the County as presented.

Fiscal Impact:	N/A	Board Date: March 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 Rodríguez, Ph.D., Chancellor	

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

NO FEES CHARGED PER GOVERNMENT CODE §6103

AND WHEN RECORDED MAIL TO:

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

THIS SPACE FOR RECORDER'S USE ONLY

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

2323 N. Broadway  
Santa Ana, CA 92706-1640

## NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §9204 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santa Ana College, located at 1530 W. 17<sup>th</sup> Street, Santa Ana, Orange, caused improvements to be made to the property to with: Resolution 17-01 Authorizing Emergency Contracts for Immediate Construction Improvements to the Johnson Student Center for Santa Ana College at Santa Ana College, the contract for the doing of which was heretofore entered into on the 6<sup>th</sup> day of February, 2017, which contract was made with Patriot Contracting & Engineering, Inc. PO 17-P0044603 as contractor; that said improvements were completed on the 13<sup>th</sup> day of February, 2017 and accepted by formal action of the governing Board of said District on the 6<sup>th</sup> day of February, 2017; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is United Fire & Casualty Company.

I, the undersigned, say: I am the Vice Chancellor of Rancho Santiago Community College District the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, 2017 at Santa Ana, California.

Rancho Santiago Community College District of Orange County, California

by \_\_\_\_\_

Peter J. Hardash, Vice Chancellor  
Rancho Santiago Community College District

State of California  
County of Orange

On \_\_\_\_\_ before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)

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

To:	Board of Trustees	Date: March 27, 2017
Re:	Accept the Completion of Bid #1308 for Buildings A & B Soffit Repairs and Child Development Center (CDC) Post Repairs at Santiago Canyon College and Approve a Recording of a Notice of Completion	
Action:	Request for Acceptance and Approval	

**BACKGROUND:**

On November 14, 2016, the Board of Trustees approved a contract with Newbuild Construction and Restoration, Inc. for Bid #1308 for Buildings A & B Soffit Repairs and Child Development Center (CDC) Post Repairs at Santiago Canyon College. The project was completed on March 24, 2017.

**ANALYSIS:**

The Project was completed on March 24, 2017. The District, upon approval by the Board of Trustees may record a Notice of Completion with the office of the Orange County Clerk-Recorder, as outlined under California Civil Code §9204. Total cost of the project was \$245,000.

This project was funded by Scheduled Maintenance.

**RECOMMENDATION:**

It is recommended that the Board of Trustees Accept the Project as Complete and Approve the Filing of a Notice of Completion with the County as presented.

Fiscal Impact:	N/A	Board Date: March 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 Rodríguez, Ph.D., Chancellor	

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

NO FEES CHARGED PER GOVERNMENT CODE §6103

AND WHEN RECORDED MAIL TO:

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

THIS SPACE FOR RECORDER'S USE ONLY

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

2323 N. Broadway  
Santa Ana, CA 92706-1640

## NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §9204 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santiago Canyon College, located 1845 Chapman Avenue, Orange, caused improvements to be made to the property to with: Bid #1308 for Buildings A&B Soffit Repairs and CDC Post Repairs at Santiago Canyon College, the contract for the doing of which was heretofore entered into on the 14th day of November, 2016, which contract was made with Newbuild Construction and Restoration, Inc. PO 17-P0044071 as contractor; that said improvements were completed on the 24th day of March 2017 and accepted by formal action of the governing Board of said District on the 27th day of March, 2017; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is The Ohio Casualty Insurance Company.

I, the undersigned, say: I am the Vice Chancellor of Rancho Santiago Community College District the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, 2017 at Santa Ana, California.

Rancho Santiago Community College District of Orange County, California

by \_\_\_\_\_

Peter J. Hardash, Vice Chancellor  
Rancho Santiago Community College District

State of California  
County of Orange

On \_\_\_\_\_ before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)

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

To:	Board of Trustees	Date: March 27, 2017
Re:	Accept the Completion of Bid #1312 for Tenant Improvements at District Office and Approve a Recording of a Notice of Completion	
Action:	Request for Acceptance and Approval	

**BACKGROUND:**

On January 9, 2017, the Board of Trustees approved a contract with P&P Develop, Inc. for Bid #1312 for Tenant Improvements at District Office. The project was completed on March 18, 2017.

**ANALYSIS:**

The Project was completed on March 18, 2017. The District, upon approval by the Board of Trustees may record a Notice of Completion with the office of the Orange County Clerk-Recorder, as outlined under California Civil Code §9204. Total cost of the project was \$66,400.

This project was funded by Capital Outlay Funds and Career Tech Education (CTE) Enhancement Fund.

**RECOMMENDATION:**

It is recommended that the Board of Trustees Accept the Project as Complete and Approve the Filing of a Notice of Completion with the County as presented.

Fiscal Impact:	N/A	Board Date: March 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 Rodríguez, Ph.D., Chancellor	

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

NO FEES CHARGED PER GOVERNMENT CODE §6103

AND WHEN RECORDED MAIL TO:

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

THIS SPACE FOR RECORDER'S USE ONLY

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

2323 N. Broadway  
Santa Ana, CA 92706-1640

**NOTICE OF COMPLETION**

Notice is hereby given, pursuant to the provisions of Section §9204 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as District Office, located 2323 N. Broadway, Santa Ana, Orange, caused improvements to be made to the property to with: Bid #1312 for Tenant Improvements at District Office, the contract for the doing of which was heretofore entered into on the 9th day of January 2017, which contract was made with P&P Develop Inc. PO 17-P0044721 and PO 17-P0044387 as contractor; that said improvements were completed on the 18th day of March, 2017 and accepted by formal action of the governing Board of said District on the 27th day of March, 2017; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is American Contractors Indemnity Company.

I, the undersigned, say: I am the Vice Chancellor of Rancho Santiago Community College District the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, 2017 at Santa Ana, California.

Rancho Santiago Community College District of Orange County, California

by \_\_\_\_\_

Peter J. Hardash, Vice Chancellor  
Rancho Santiago Community College District

State of California  
County of Orange

On \_\_\_\_\_ before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
Board Meeting: March 27, 2017

INDEPENDENT CONTRACTORS

Aric Bostick Success Training

Attachment A – Independent Contractor Agreement

Attachment B – Scope of Work

Attachment C - Biography

Service: To provide Keynote guest speaker services at Pathways to Teaching Annual Tomorrow's Teachers Conference and at Orange County Teacher Pathway Partnership Teacher/Faculty Professional Development Day.

Date(s) of Service: April 21, 2017 and April 22, 2017

Fee: \$15,000.00

Requested by: Phyllis Nakagawa

Funded by: Contracted Services: Pathways to Teaching  
12-2501-675000-29345-5100  
and  
District In-Service Activities: Pathways to Teaching  
12-2501-675000-29345-5230

INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT, made and entered into this 27th of March, 2017 by and between Aric Bostick Success Training, Inc. herein after referred to as INDEPENDENT CONTRACTOR and the RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereafter referred to as DISTRICT.

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

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

**TO PROVIDE KEYNOTE GUEST SPEAKER SERVICES AT PATHWAYS TO TEACHING ANNUAL TOMORROW’S TEACHERS CONFERENCE AND AT ORANGE COUNTY TEACHER PATHWAY PARTNERSHIP TEACHER/FACULTY PROFESSIONAL DEVELOPMENT DAY PER SUBMITTED EVENT DETAILS.**

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

WHEREAS the DISTRICT under the terms of this agreement hereby agrees to pay the INDEPENDENT CONTRACTOR for services at Fifteen Thousand Dollars & No Cents (\$15,000.00).

The contracted services are to commenced on April 21, 2017 and April 22, 2017.

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

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

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

WHEREAS the INDEPENDENT CONTRACTOR shall indemnify and hold harmless the DISTRICT, its officers, agents, and employees from every claim or demand made, and every

liability, loss, damages, or expense, of any nature whatsoever, which may be incurred by reason of:

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

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

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

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

INDEPENDENT CONTRACTOR

RANCHO SANTIAGO  
COMMUNITY COLLEGE DISTRICT

\_\_\_\_\_  
Signature

By \_\_\_\_\_

\_\_\_\_\_  
Printed Name

Peter J. Hardash

Printed Name

\_\_\_\_\_  
Title

Vice Chancellor of Business

Operations/Fiscal Services

Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



## SPEAKER SERVICE CONTRACT Event Details

**This is to confirm that Aric Bostick, representative of Aric Bostick Success Training, Inc., will be the guest speaker for Janis Perry with Orange County Teacher Pathway Partnership, as detailed below:**

**ORGANIZATION:** Orange County Teacher Pathway Partnership—Tomorrow's Teacher's Student Conference

**CLIENT:** Janis Perry  
Phone: 949-307-1098  
Email: perry\_janis@sccollege.edu

**CONTRACT ADDRESS:** 8045 East Chapman Ave  
Orange, CA 92869

**EVENT ADDRESS:** Same As Above

**DATE OF PROGRAM:** April 21, 2017

**TYPE OF PROGRAM:** Tomorrow's Teachers Student Conference

**TIME:** TBD—1, 50-minute Keynote and 2, 40-minute Breakout Sessions all in the morning

**Number of Attendees:** 300 Keynote, 40 each workshop

**EQUIPMENT NEEDS:** LCD Projector and Screen, Hand-held microphone, (1) Eight-foot table or (2) Six-foot tables, Extension cord

**FEE:** \$6,500.00 all inclusive

**ADDITIONAL EXPENSES:** included

---

*Additional Conditions of this Contract Agreement are on page 2 & 3*



**SPEAKER SERVICE CONTRACT**  
**Event Details**

**This is to confirm that Aric Bostick, representative of Aric Bostick Success Training, Inc., will be the guest speaker for Janis Perry with Orange County Teacher Pathway Partnership/Santiago Canyon College, as detailed below:**

**ORGANIZATION:** Orange County Teacher Pathway Partnership/Santiago Canyon College

**CLIENT:** Janis Perry  
Phone: 949-307-1098  
Email: perry\_janis@sccollege.edu

**CONTRACT ADDRESS:** 8045 East Chapman Ave  
Orange, CA 92869

**EVENT ADDRESS:** Same As Above

**DATE OF PROGRAM:** April 22, 2017

**TYPE OF PROGRAM:** Teacher/Faculty Professional Dev

**TIME:** 9:00-1:00

**Number of Attendees:** 200

**EQUIPMENT NEEDS:** LCD Projector and Screen, Hand-held microphone, (1) Eight-foot table or (2) Six-foot tables, Extension cord

**FEE:** \$8,500.00 all inclusive

**ADDITIONAL EXPENSES:** included

---

***Additional Conditions of this Contract Agreement are on page 2 & 3***

## ABOUT ARIC

Aric Bostick, one of the nation's top motivational speakers and success trainers, has the keen ability to inspire teens and adults from all walks of life. Aric encourages teens to believe in themselves and teaches them how to set goals and follow their dreams. He educates parents and teachers in how to connect with and model this message to young people in their lives. Aric travels to all corners of the United States, sharing the tools needed to live a fulfilling, successful life. Aric believes every student can achieve his or her goals, if given the motivation and right tools necessary to do so.

### Why did Aric become a motivational speaker?

1. To challenge students to dig deep, giving them the hope and ability to change their lives, as did the coach who inspired him when he was a teen.
2. To inspire teachers to make a difference with each and every student.
3. To help parents become models of success and happiness for their children.

## ARIC'S STORY

Aric is proof that setting goals and striving to live out your dream is possible even under the most difficult circumstances. From personal experience, he understands that many students and teens don't have the "perfect" home life. Divorce, emotional neglect, instability and verbal or physical abuse can certainly create a sense of self-doubt and hamper one's ability to achieve in school and in life.

Aric faced some of these very same circumstances as a teen, but rather than surrender, he decided to harness his energy to do something positive for himself to change things in his own life. That's why, in high school, Aric decided to leave his mother's home in Houston and move back to San Antonio with his father. But Aric knew he needed more, and he determined to make a change not only in where he lived, but also in how he lived his life. Aric began accompanying his father, a recovered alcoholic, to assemblies where he listened to inspirational speakers and participated in deep therapeutic sessions. These experiences taught Aric how to take personal responsibility for his own thoughts, behavior and, ultimately, achievements in life. Aric began his quest by going to college and becoming a teacher at San Antonio's Judson High School.

He recognized that his students were looking for someone to help guide them and inspire them, just as he had when he was a teen. It became Aric's mission to help his students overcome their own personal stories—the stories that were holding each of them back. Aric started by launching an after school program called the Goal Setters Club. He quickly saw how powerful this experience was and what a difference it made in students' lives, thus, he knew he needed to reach as many students as possible.

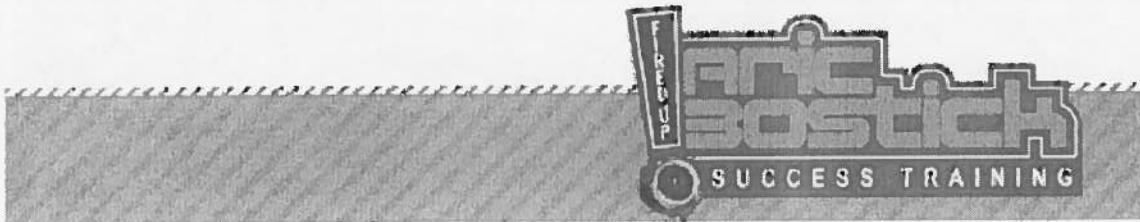


## Attachment "C"

Aric's career as a motivational speaker was born. In the past decade, Aric has spoken to over half a million students across the United States on how to be true to themselves by living their own dreams—not someone else's. Aric teaches actionable lessons on how to succeed at the game of life by making good choices, staying in school, and being a role model for others, helping others to see their own potential.

Aric's presentations and workshop training for parents and teachers are equally as powerful; firing them up to make a difference in young people's lives, showing them what it takes to be a great parent and teacher, and sharing with them the communication and motivation tools he's found to benefit students.

Aric's all-encompassing assemblies, team building, and motivational messages are empowering and infectious.



Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044779	2/1/2017	12	Television (TV/Film/Video)	Instructional Supplies	B & H PHOTO VIDEO INC	283.63
17-P0044780	2/1/2017	11	Accreditation	Other Licenses & Fees	ACCJC ACCREDITING COMMISSION	1,000.00
17-P0044781	2/1/2017	11	Admin Services Office	Reproduction/Printing Expenses	WE DO GRAPHICS INC	630.34
17-P0044782	2/1/2017	12	Career Education Office	Conference Expenses	WELLS FARGO BANK	267.40
17-P0044783	2/1/2017	11	Admin Services Office	Reproduction/Printing Expenses	WE DO GRAPHICS INC	317.86
17-P0044784	2/1/2017	12	CJ/Academies	Instructional Supplies	SEHI COMPUTER PRODUCTS	1,305.54
17-P0044785	2/1/2017	33	EHS Administration	Non-Instructional Supplies	YOUNG PS ACQUISITIONS, LLC	187.08
17-P0044786	2/1/2017	11	Digital Media Center	Food and Food Service Supplies	TOP HAT PRODUCTIONS	1,145.34
17-P0044787	2/1/2017	33	CDC Centennial Education Ctr	Instructional Supplies	DISCOUNT SCHOOL SUPPLY	479.84
17-P0044788	2/1/2017	11	Fire Academy	Instructional Agrmt - Facility	CITY OF RIALTO	7,256.45
17-P0044789	2/1/2017	11	Grounds	Contracted Repair Services	MATERIAL HANDLING SUPPLY INC	2,378.51
17-P0044790	2/1/2017	11	Maintenance	Contracted Repair Services	CONTROL MAINTENANCE & REPAIR INC	4,475.50
17-P0044791	2/1/2017	12	Automotive Technology/Engine	Software License and Fees	IMMERSED TECHNOLOGIES INC	3,000.00
17-P0044792	2/1/2017	11	Maintenance	Repair & Replacement Parts	RSD REFRIGERATION SUPPLIES	6,000.00
17-P0044793	2/1/2017	11	Maintenance	Repair & Replacement Parts	HOME DEPOT	6,000.00
17-P0044794	2/1/2017	11	Maintenance	Non-Instructional Supplies	GRAINGER	3,000.00
17-P0044795	2/1/2017	11	Custodial	Non-Instructional Supplies	AMERICAN CHEMICAL & SANITARY	3,000.00
17-P0044796	2/1/2017	33	EHS Administration	Software License and Fees	MANAGEMENT INFORMATION TECH	2,837.97
17-P0044797	2/1/2017	11	Broadcast Journalism	Contracted Repair Services	A1 INTERNATIONAL VIDEO	150.00
17-P0044798	2/1/2017	12	Art	Instructional Supplies	HOME DEPOT	500.00
17-P0044799	2/1/2017	12	Continuing Education Division	Rental - Facility (Short-term)	OC CHILDREN'S THERAPEUTIC ART CTR	409.50
17-P0044800	2/1/2017	11	Custodial	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	10,000.00
17-P0044801	2/1/2017	11	Maintenance	Non-Instructional Supplies	IRVINE PIPE SUPPLY	3,000.00
17-P0044803	2/1/2017	12	Continuing Education Division	Rental - Facility (Short-term)	DELHI CENTER	694.75
17-P0044804	2/1/2017	12	Fine & Performing Arts Office	Instructional Supplies	HOME DEPOT	1,000.00
17-P0044805	2/1/2017	12	Corporate Training Institute	Inst Dues & Memberships	ICHRIE INT'L COUNCIL ON HOTEL, RESTAURANT	365.00
17-P0044806	2/1/2017	11	Maintenance	Non-Instructional Supplies	HOME DEPOT	500.00
17-P0044807	2/1/2017	11	Fire Academy	Instructional Agrmt - Facility	CITY OF HUNTINGTON BEACH	16,654.75
17-P0044809	2/1/2017	11	Fire Academy	Instructional Agrmt - Facility	CITY OF RIVERSIDE	17,732.43
17-P0044810	2/1/2017	11	Fire Academy	Instructional Agrmt - Facility	CITY OF CORONA	16,927.75
17-P0044811	2/1/2017	11	Fire Academy	Instructional Agrmt - Facility	CITY OF LAGUNA BEACH	21,283.97
17-P0044812	2/1/2017	12	Career Education Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	500.00
17-P0044813	2/1/2017	11	President's Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,000.00
17-P0044814	2/1/2017	13	Continuing Education Division	Equip-All Other >\$1,000<\$5,000	HOME DEPOT	2,726.99
17-P0044815	2/1/2017	12	Student Development	Other Exp Paid for Students	DON BOOKSTORE	4,140.00
17-P0044816	2/1/2017	12	Student Equity	Books Paid for Students	DON BOOKSTORE	22,000.00
17-P0044817	2/1/2017	12	Counseling	Non-Instructional Supplies	SEHI COMPUTER PRODUCTS	571.27

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

4.10 (1)

No. 4.10

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044818	2/1/2017	12	Manufacturing Technology	Equip-All Other > \$5,000	PATON GROUP	36,338.13
17-P0044819	2/1/2017	13	Maintenance	Contracted Services	SIGNATURE FLOORING INC	7,603.00
17-P0044820	2/1/2017	41	Facility Planning Office	Bldg Impr - Spcl Ins/Mat Tes	COUNTY OF ORANGE	740.00
17-P0044821	2/1/2017	12	Student Equity	Books Paid for Students	DON BOOKSTORE	5,000.00
17-P0044822	2/1/2017	12	Biology	Instructional Supplies	GILSON INC	841.53
17-P0044823	2/1/2017	12	Library Services	Library Books	GREENHAVEN PUBLISHING LLC	168.65
17-P0044824	2/1/2017	12	Library Services	Library Books	EBSCO SUBSCRIPTION SVCS	681.36
17-P0044825	2/1/2017	12	SAC Continuing Ed-Instruction	Software License and Fees	FAIRFIELD LANGUAGE TECHNOLOGIES	6,195.63
17-P0044826	2/1/2017	33	EHS Administration	Food and Food Service Supplies	SMART & FINAL	1,000.00
17-P0044827	2/1/2017	12	Academic Affairs Office	Instructional Supplies	GOLDEN STAR TECHNOLOGY, INC.	2,543.08
17-P0044828	2/1/2017	12	Student Equity	Books Paid for Students	DON BOOKSTORE	5,000.00
17-P0044829	2/1/2017	33	CDC Santiago Canyon College	Food and Food Service Supplies	SYSCO FOOD SVC	11,400.00
17-P0044830	2/1/2017	12	Marketing	Equip-Fed Prgm >\$1,000< \$5,000	GOLDEN STAR TECHNOLOGY, INC.	1,034.40
17-P0044831	2/2/2017	11	Maintenance	Contracted Repair Services	GMS ELEVATOR	410.00
17-P0044832	2/2/2017	11	Maintenance	Contracted Repair Services	DAY LITE MAINTENANCE CO INC	378.00
17-P0044833	2/2/2017	11	Maintenance	Contracted Repair Services	C.I. SERVICES INC	353.00
17-P0044834	2/2/2017	12	Student Equity	Contracted Services	RUCHI RANGNATH	3,100.00
17-P0044835	2/2/2017	12	Financial Aid Office	Conference Expenses	CCCSFAAA	150.00
17-P0044836	2/2/2017	12	MESA	Other Participant Travel Exp	HILTON IRVINE ORANGE COUNTY AIRPORT	563.56
17-P0044837	2/2/2017	12	DSPS Office	Conference Expenses	ACCCA	325.00
17-P0044838	2/2/2017	12	Career Education Office	Conference Expenses	JUSTICE INVESTORS, LP	510.05
17-P0044839	2/2/2017	11	Maintenance	Contracted Repair Services	ALLEYCAT DEVELOPMENT INC	14,500.00
17-P0044840	2/2/2017	41	Facility Planning Office	Site Improv - Contractor Svcs	HAMEL CONCRETE, INC	443,000.00
17-P0044841	2/2/2017	11	Digital Media Center	Contracted Custodial Services	TEAM ONE MANAGEMENT	860.00
17-P0044842	2/2/2017	12	Marketing	Equip-All Other >\$200 < \$1,000	CDW GOVERNMENT INC.	516.88
17-P0044844	2/3/2017	11	Fire Academy	Repair & Replacement Parts	ORANGE COUNTY DIESEL, INC.	2,000.00
17-P0044845	2/3/2017	41	Facility Planning Office	Non-Instructional Supplies	SCHOOL'S IN LLC	2,010.61
17-P0044846	2/3/2017	13	Counseling	Equip-All Other >\$200 < \$1,000	CN SCHOOL AND OFFICE SOLUTIONS INC	1,640.49
17-P0044847	2/3/2017	13	Santiago Canyon College	Advertising	DAILY 49ER	1,200.00
17-P0044848	2/3/2017	12	Counseling & Student Sup Ofc	Conference Expenses	LORETTA M. JORDAN	307.00
17-P0044849	2/3/2017	12	Sci, Math, Health Sci Office	Instructional Supplies	VWR FUNDING INC	326.92
17-P0044850	2/3/2017	12	SAC Continuing Ed-Instruction	Non-Instructional Supplies	CASAS	1,383.56
17-P0044851	2/3/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	KELLY PAPER	1,973.98
17-P0044852	2/3/2017	12	Counseling & Student Sup Ofc	Conference Expenses	CCCCSSAA CALIF COMMUNITY COLL	495.00
17-P0044853	2/3/2017	12	Resource Development	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00
17-P0044854	2/3/2017	12	Student Services Office	Conference Expenses	MIDDLE COLLEGE NATIONAL CONSORTIUM	2,850.00
17-P0044855	2/3/2017	12	Small Business Dev Ctr Office	Food and Food Service Supplies	O C SUPERINTENDENT OF SCHOOLS	2,041.20

4.10 (2)

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044856	2/3/2017	12	Ctr for Intl Trade Dev Office	Conference Expenses	ALEJANDRA L. LANDA	429.60
17-P0044857	2/3/2017	12	Ctr for Intl Trade Dev Office	Conference Expenses	NASBITE	745.00
17-P0044858	2/3/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	DON BOOKSTORE	734.86
17-P0044859	2/3/2017	12	Ctr for Intl Trade Dev Office	Conference Expenses	NASBITE	595.00
17-P0044860	2/3/2017	12	Student Development	Other Participant Travel Exp	NEW EAST FRONTIERS INC	680.16
17-P0044861	2/3/2017	12	Student Development	Conference Expenses	NEW EAST FRONTIERS INC	226.72
17-P0044862	2/3/2017	12	Student Development	Conference Expenses	NEW EAST FRONTIERS INC	226.72
17-P0044863	2/3/2017	12	Talent Search	Conference Expenses	SOCAL WESTOP	150.00
17-P0044864	2/3/2017	12	DSPS Office	Non-Instructional Supplies	NESTLE WATERS NORTH AMERICA	250.00
17-P0044865	2/3/2017	12	Continuing Education Division	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	482.94
17-P0044866	2/3/2017	12	DSPS Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	105.36
17-P0044867	2/3/2017	12	EOPS	Supplies Paid for Students	DON BOOKSTORE	2,500.00
17-P0044868	2/3/2017	12	Counseling	Food and Food Service Supplies	ALBERTSON'S	175.00
17-P0044869	2/3/2017	12	Student Development	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00
17-P0044870	2/3/2017	12	Center for Teacher Education	Books Paid for Students	DON BOOKSTORE	5,500.00
17-P0044871	2/3/2017	13	Human Svcs & Technology Office	Equip-All Other >\$200 < \$1,000	APPERSON	984.04
17-P0044872	2/3/2017	13	Santiago Canyon College	Advertising	WELLS FARGO BANK	1,500.00
17-P0044873	2/3/2017	12	Counseling	Software License and Fees	COLLEGESOURCE INC	3,680.00
17-P0044874	2/3/2017	12	Corporate Training Institute	Inst Dues & Memberships	ANAHEIM CHAMBER OF COMMERCE	360.00
17-P0044875	2/3/2017	12	Corporate Training Institute	Inst Dues & Memberships	OC HISPANIC CHAMBER OF COMMERCE	500.00
* 17-P0044876	2/3/2017	12	Communications & Media Studies	Equip-All Other >\$1,000<\$5,000	B & H PHOTO VIDEO INC	4,251.08
* 17-P0044876	2/3/2017	13	Communications & Media Studies	Equip-All Other >\$1,000<\$5,000	B & H PHOTO VIDEO INC	1,850.48
PO Amt Total for *17-P0044876 :						6,101.56
17-P0044877	2/3/2017	11	Fine & Performing Arts Office	Equip-All Other >\$200 < \$1,000	B & H PHOTO VIDEO INC	810.24
17-P0044878	2/3/2017	12	Geography	Instructional Supplies	VWR FUNDING INC	135.77
17-P0044879	2/3/2017	41	Facility Planning Office	Bldg Impr - Contractor Svcs	MARATHON BUSINESS SOLUTIONS, INC	31,007.60
17-P0044880	2/3/2017	11	District Wide Technology	Contracted Services	NTH GENERATION COMPUTING INC	14,756.50
17-P0044881	2/3/2017	11	Educational Services Office	Food and Food Service Supplies	SMART & FINAL	100.00
17-P0044882	2/6/2017	11	Custodial	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	10,000.00
17-P0044883	2/6/2017	12	Career Education Office	Conference Expenses	CCCAOE CALIF COM COLL ASSOC	495.00
17-P0044884	2/6/2017	12	Talent Search	Conference Expenses	MONTEREY MARRIOTT	1,456.90
17-P0044885	2/6/2017	12	Talent Search	Conference Expenses	SOCAL WESTOP	700.00
17-P0044886	2/6/2017	12	Career Education Office	Conference Expenses	MARILYN MARTINEZ-FLORES	199.90
17-P0044887	2/6/2017	11	President's Office	Conference Expenses	CCLC COMMUNITY COLLEGE LEAGUE	375.00
17-P0044888	2/6/2017	12	Research	Conference Expenses	MARTA GHEORGHE	495.00

Legend: \* = Multiple Funds for this P.O.

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount	
17-P0044889	2/6/2017	1	41	Facility Planning Office	Site Improv - Splc Ins/Mat Tes	CONVERSE CONSULTANTS	14,720.00
17-P0044890	2/6/2017	1	11	Broadcast Journalism	Software License and Fees	APPLE COMPUTER INC	1,248.00
17-P0044891	2/6/2017	1	11	Library Services	Software License and Fees	EX LIBRIS USA INC	900.00
17-P0044892	2/6/2017	1	33	EHS Administration	Software License and Fees	PARENTS AS TEACHERS NAT'L CENTER	215.00
* 17-P0044893	2/6/2017	1	12	Theatre Arts	Equip-All Other >\$1,000<\$5,000	ONEIDA AIR SYSTEMS	7,306.05
* 17-P0044893	2/6/2017	1	13	Theatre Arts	Equip-All Other >\$1,000<\$5,000	ONEIDA AIR SYSTEMS	4,617.20
PO Amt Total for *17-P0044893 :						11,923.25	
17-P0044894	2/6/2017	1	12	Continuing Education Division	Non-Instructional Supplies	CDW GOVERNMENT INC.	297.71
17-P0044895	2/6/2017	1	11	Distance Education	Non-Instructional Supplies	NANCY C. PUN	32.31
17-P0044897	2/6/2017	1	33	CDC Santiago Canyon College	Non-Instructional Supplies	LAKESHORE LEARNING MATERIALS	977.29
17-P0044898	2/6/2017	1	12	Counseling	Non-Instructional Supplies	EAGLE GRAPHICS INC	1,886.84
17-P0044899	2/6/2017	1	12	Distance Education	Instructional Supplies	B & H PHOTO VIDEO INC	1,615.24
17-P0044900	2/7/2017	1	12	Fire Academy	Instructional Agreements	DEPT OF FORESTRY & FIRE PROTECTION	4,432.00
17-P0044901	2/7/2017	1	12	Educational Services Office	Contracted Services	BELTRAMO KAREN E	30,000.00
17-P0044902	2/7/2017	1	12	Professional Development	Conference Expenses	CCLC COMMUNITY COLLEGE LEAGUE	1,350.00
17-P0044903	2/7/2017	1	12	CJ/Academies	Instructional Supplies	PURELAND SUPPLY LLC	12,521.84
17-P0044904	2/7/2017	1	11	Maintenance	Contracted Services	INDUSTRIAL TECHNICAL SERVICES	3,312.57
17-P0044905	2/7/2017	1	33	CDC Centennial Education Ctr	Instructional Supplies	LAKESHORE LEARNING MATERIALS	1,476.48
17-P0044906	2/7/2017	1	33	CDC Centennial Education Ctr	Instructional Supplies	LAKESHORE LEARNING MATERIALS	1,670.05
17-P0044907	2/7/2017	1	12	Inmate Education Program	Books, Mags & Subscrip-Non-Lib	LESLIE K. KAY	130.09
17-P0044908	2/7/2017	1	12	Human Svcs & Technology Office	Instructional Supplies	SUSAN A. GIBSON	75.76
17-P0044909	2/7/2017	1	12	DSPS Office	Non-Instructional Supplies	BADGE-A-MINIT	242.93
17-P0044910	2/7/2017	1	12	Kinesiology - Intercoll Athlet	Instructional Supplies	HENRY SCHEIN INC	3,951.64
17-P0044911	2/7/2017	1	12	Kinesiology - Intercoll Athlet	Instructional Supplies	NAT'L SPORTS APPAREL LLC	808.34
17-P0044912	2/7/2017	1	13	Kinesiology - Intercoll Athlet	Instructional Supplies	VS ATHLETICS	538.02
17-P0044913	2/7/2017	1	12	Fire Academy	Instructional Supplies	CAL MED DIVERSIFIED INC	1,684.94
17-P0044915	2/7/2017	1	12	Veterans Resource Center	Other Participant Prog Svc/Exp	MIGUEL RAMIREZ	87.00
17-P0044916	2/7/2017	1	12	Veterans Resource Center	Other Participant Travel Exp	ABEL ARREDONDO, JR.	233.00
17-P0044917	2/7/2017	1	13	Maintenance	Equip-All Other >\$1,000<\$5,000	PYRO-COMM SYSTEMS INC	2,770.38
17-P0044918	2/7/2017	1	11	Kinesiology - Physical Educ	Contracted Repair Services	HAGERMAN DIANA	650.00
17-P0044919	2/7/2017	1	12	Fire Technology	Instructional Supplies	CREATIVE HEALTH PRODUCTS	1,586.61
17-P0044920	2/7/2017	1	12	Professional Development	Rental-Equipment (Short-term)	APEX AUDIO INC	280.15
17-P0044921	2/7/2017	1	12	Transfer Center	Transportation - Student	MICHELANGELO LEASING INC	945.00
17-P0044922	2/7/2017	1	11	Maintenance	Maint/Oper Service Agreements	BLANKENSHIP, SHARLENE	4,500.00
17-P0044923	2/7/2017	1	13	Continuing Education Division	Equip-All Other >\$1,000<\$5,000	CDW GOVERNMENT INC.	7,621.41

Legend: \* = Multiple Funds for this P.O.

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044924	2/7/2017	11	Athletics	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	256.97
17-P0044925	2/7/2017	13	Humanities & Social Sci Office	Equip-All Other >\$200 < \$1,000	CDW GOVERNMENT INC.	12,278.43
17-P0044926	2/7/2017	12	Academic Affairs Office	Instructional Supplies	KELLY PAPER	1,973.98
17-P0044927	2/7/2017	11	Career Education Office	Inst Dues & Memberships	RP GROUP	350.00
17-P0044928	2/7/2017	12	Career Education Office	Inst Dues & Memberships	NAT'L ASSOC OF COLLEGES AND EMPLOYERS	615.00
17-P0044929	2/7/2017	13	Humanities & Social Sci Office	Equip-All Other >\$1,000<\$5,000	SEHI COMPUTER PRODUCTS	2,142.83
17-P0044930	2/7/2017	12	Music	Equip-All Other >\$200 < \$1,000	WOODWIND & BRASSWIND	974.61
17-P0044931	2/7/2017	13	Kinesiology - Physical Educ	Equip-All Other >\$1,000<\$5,000	PROMOUNDS INC	3,879.72
17-P0044932	2/7/2017	12	Ctr for Intl Trade Dev Office	Non-Instructional Supplies	DELL COMPUTER	144.32
17-P0044933	2/7/2017	12	EOPS	Equip-All Other >\$200 < \$1,000	SEHI COMPUTER PRODUCTS	1,968.79
17-P0044934	2/8/2017	12	Career Education Office	Conference Expenses	MARINES' MEMORIAL CLUB	681.12
17-P0044935	2/8/2017	12	Career Education Office	Conference Expenses	ACADEMIC SENATE FOR	540.00
17-P0044936	2/8/2017	12	Student Equity	Contracted Services	ALEXANDER NATHAN	3,500.00
17-P0044937	2/8/2017	12	Student Equity	Contracted Services	PENDAKUR SUMUN	5,000.00
17-P0044938	2/8/2017	11	Fire Academy	Instructional Agreements	CITY OF ANAHEIM	7,194.01
17-P0044939	2/8/2017	11	Maintenance	Contracted Repair Services	TRANE CO	1,925.51
17-P0044940	2/8/2017	11	Educational Services Office	Non-Instructional Supplies	XEROX CORP	140.38
17-P0044941	2/8/2017	11	Grounds	Maint/Oper Service Agreements	GREAT SCOTT TREE SERVICE INC	9,885.00
17-P0044942	2/8/2017	12	Academic Affairs Office	Contracted Repair Services	COAST ELECTRIC	623.59
17-P0044943	2/8/2017	12	Financial Aid Office	Conference Expenses	BALTIMORE PADRON, III	950.00
17-P0044944	2/8/2017	62	Risk Management	Non-Instructional Supplies	AMAZON COM	54.92
17-P0044945	2/8/2017	11	Computer Science	Software License and Fees	KESSLER RON P	320.00
17-P0044946	2/8/2017	11	District Wide Technology	Equip-All Other >\$200 < \$1,000	OPTIV SECURITY INC	21,147.92
17-P0044947	2/8/2017	12	Financial Aid Office	Conference Expenses	CCCSFAAA	500.00
17-P0044948	2/8/2017	12	Fine & Performing Arts Office	Instructional Supplies	AMAZON COM	337.87
17-P0044949	2/8/2017	11	Maintenance	Contracted Repair Services	HUNTINGTON BEACH GLASS & MIRROR, INC.	3,000.00
17-P0044950	2/8/2017	43	Facility Planning Office	Site Improv - SWPPP	STATE WATER RESOURCES	200.00
17-P0044951	2/8/2017	41	Admin Services Office	Contracted Repair Services	VORTEX INDUSTRIES	1,200.00
17-P0044952	2/8/2017	41	Admin Services Office	Contracted Repair Services	VORTEX INDUSTRIES	2,415.20
17-P0044953	2/8/2017	41	Facility Planning Office	Bldg Impr - Relocation/Moving	XEROX CORP	845.00
17-P0044954	2/8/2017	41	Facility Planning Office	Bldg Impr - Relocation/Moving	XEROX CORP	8,079.00
17-P0044955	2/8/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	GOLDEN STAR TECHNOLOGY, INC.	771.49
17-P0044956	2/9/2017	12	SAC Continuing Ed-Instruction	Books, Mags & Subscrip-Non-Lib	DON BOOKSTORE	3,755.63
17-P0044957	2/9/2017	13	Santiago Canyon College	Advertising	ASSOCIATED STUDENT AT UC IRVINE	1,310.70
17-P0044958	2/9/2017	13	Administrative Services Office	Advertising	NGUOI VIET DAILY NEWS	1,411.20
17-P0044959	2/9/2017	11	Maintenance	Rental-Equipment (Short-term)	UNITED SITE SERVICES OF CALIF INC	915.40
17-P0044960	2/9/2017	11	Mailroom	Contracted Repair Services	UNITED AUTOMOTIVE SVC INC	108.00

4.10 (5)

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0044961	2/9/2017	13	Publications	Reproduction/Printing Expenses	WE DO GRAPHICS INC	345.60
17-P0044963	2/9/2017	12	Engineering	Non-Instructional Supplies	DISPLAYS2GO	570.70
17-P0044964	2/9/2017	12	Engineering	Transportation - Student	MICHELANGELO LEASING INC	551.25
17-P0044965	2/9/2017	12	Counseling	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	127.12
17-P0044967	2/9/2017	12	Continuing Education Division	Equip-All Other >\$200 < \$1,000	ERGO DESKTOP LLC	656.20
17-P0044968	2/9/2017	12	Professional Development	Food and Food Service Supplies	CRAVE RESTAURANT GROUP, LLC	478.36
17-P0044969	2/9/2017	11	Transportation	Contracted Repair Services	PETE'S ROAD SVC	500.00
17-P0044970	2/9/2017	11	Transportation	Contracted Repair Services	UNITED AUTOMOTIVE SVC INC	5,000.00
17-P0044971	2/9/2017	12	Academic Affairs Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	500.00
17-P0044972	2/9/2017	12	Engineering	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	24.78
17-P0044973	2/9/2017	12	Counseling	Non-Instructional Supplies	VARIDESK LLC	204.73
17-P0044974	2/9/2017	12	Biology	Instructional Supplies	C.C. IMEX	240.50
17-P0044975	2/9/2017	12	Nursing	Books Paid for Students	ATI ASSESSMENT TECHNOLOGIES	279.38
17-P0044977	2/9/2017	12	Professional Development	Food and Food Service Supplies	JAY'S CATERING	3,605.00
17-P0044978	2/9/2017	12	Corporate Training Institute	Inst Dues & Memberships	LOS ANGELES AREA CHAMBER OF COMMERCE	560.00
17-P0044979	2/9/2017	12	EOPS	Other Exp Paid for Students	OREA DAVID OMAR	2,000.00
17-P0044980	2/9/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	SAM ASH MUSIC	927.02
17-P0044981	2/9/2017	12	Upward Bound	Food and Food Service Supplies	ARAMARK CORPORATION	491.66
17-P0044982	2/9/2017	41	Facility Planning Office	Bldg Impr - Relocation/Moving	INLAND CUTTER SERVICE INC	1,800.00
17-P0044983	2/9/2017	11	Maintenance	Contracted Repair Services	GEARY FLOORS INC	6,010.00
17-P0044984	2/9/2017	12	Orange Educ Ctr-Instruction	Books, Mags & Subscrip-Non-Lib	CAMBRIDGE UNIV PRESS	1,129.62
17-P0044985	2/9/2017	12	Orange Educ Ctr-Instruction	Books, Mags & Subscrip-Non-Lib	PEARSON ED	1,010.90
17-P0044986	2/9/2017	12	Foster Youth	Food and Food Service Supplies	R VISHNY LLC	500.00
17-P0044987	2/9/2017	12	SAC Continuing Ed-Instruction	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	65,984.95
17-P0044988	2/9/2017	12	Financial Aid Office	Non-Instructional Supplies	SEHI COMPUTER PRODUCTS	209.54
17-P0044989	2/9/2017	12	Counseling	Food and Food Service Supplies	SMART & FINAL	250.00
17-P0044990	2/9/2017	12	Orange Educ Ctr-Instruction	Books, Mags & Subscrip-Non-Lib	PEARSON ED	418.03
17-P0044991	2/9/2017	12	Financial Aid Office	Food and Food Service Supplies	CARLS JR SPECIAL EVENTS DEPT	2,580.61
17-P0044992	2/9/2017	12	Orange Educ Ctr-Instruction	Books, Mags & Subscrip-Non-Lib	NEW READERS PRESS	633.41
17-P0044993	2/9/2017	11	Kinesiology - Intercol Athlet	Software License and Fees	AGILE SPORTS TECHNOLOGIES	400.00
17-P0044994	2/9/2017	12	Orange Educ Ctr-Instruction	Books, Mags & Subscrip-Non-Lib	CENGAGE LEARNING/ EDUC. TO GO	2,183.49
17-P0044995	2/9/2017	12	Counseling	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	1,256.60
17-P0044996	2/9/2017	12	Nursing	Equip-Fed Prgm >\$1,000< \$5,000	GOLDEN STAR TECHNOLOGY, INC.	2,005.25
17-P0044997	2/9/2017	11	Graphic Communications	Books, Mags & Subscrip-Non-Lib	COMMUNICATION ARTS	89.00
17-P0044998	2/9/2017	12	Television (TV/Film/Video)	Instructional Supplies	ORVAC ELECTRONICS	500.00
17-P0044999	2/9/2017	11	Kinesiology - Physical Educ	Repair & Replacement Parts	NAT'L SPORTS APPAREL LLC	600.00
17-P0045000	2/9/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	CDW GOVERNMENT INC.	413.44

4.10 (6)

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0045001	2/9/2017	11	Graphic Communications	Books, Mags & Subscrip-Non-Lib	COMMUNICATION ARTS	89.00
17-P0045002	2/10/2017	12	Center for Teacher Education	Conference Expenses	NACCTEP NAT'L ASSOC OF COMM	2,854.44
17-P0045003	2/10/2017	12	Counseling	Conference Expenses	TANISHA D. BURRUS	150.00
17-P0045004	2/10/2017	12	Center for Teacher Education	Conference Expenses	MARRIOTT HOTEL	4,179.12
17-P0045005	2/10/2017	11	Educational Services Office	Conference Expenses	ACCT ASSOC OF COMMUNITY	860.00
17-P0045006	2/10/2017	11	Maintenance	Maint/Oper Service Agreements	GARCIA ALBERTO	150.00
17-P0045007	2/10/2017	11	Administrative Services Office	Non-Instructional Supplies	BLANKENSHIP, SHARLENE	3,702.29
17-P0045008	2/10/2017	41	Facility Planning Office	Bldg Impr - Contractor Svcs	STANLEY ACCESS INC	78,936.00
17-P0045009	2/13/2017	12	Financial Aid Office	Conference Expenses	ALEXANDRIA A. VEGA	835.00
17-P0045011	2/14/2017	13	Continuing Education Division	Equip-All Other >\$200 < \$1,000	CN SCHOOL AND OFFICE SOLUTIONS INC	3,429.04
17-P0045012	2/14/2017	11	Fine & Performing Arts Office	Contracted Repair Services	WILLIAMS ROBERT	245.00
17-P0045013	2/14/2017	12	MESA	Other Participant Travel Exp	MICHELANGELO LEASING INC	740.25
17-P0045014	2/14/2017	11	Maintenance	Contracted Repair Services	WEATHERITE CORP	1,740.00
17-P0045015	2/14/2017	11	Warehouse	Non-Instructional Supplies	METALCRAFT INC	860.45
17-P0045016	2/14/2017	12	Academic Affairs Office	Instructional Supplies	SEHI COMPUTER PRODUCTS	392.19
17-P0045017	2/14/2017	12	Academic Affairs Office	Contracted Repair Services	CEPA	2,098.54
17-P0045019	2/14/2017	11	Maintenance & Operations	Contracted Services	MOORE FLOORING INC	3,843.00
17-P0045020	2/14/2017	41	Facility Planning Office	Bldg Impr - Environmental	COUNTY OF ORANGE	5,000.00
17-P0045021	2/14/2017	11	Admin Services Office	Public Agencies' Assess & Fees	STATE OF CALIF	4,050.00
17-P0045022	2/14/2017	11	Administrative Services Office	Equip-All Other >\$1,000<\$5,000	TROY GROUP INC	3,117.58
17-P0045023	2/14/2017	11	Safety & Security Office	Non-Instructional Supplies	AMAZON COM	574.54
17-P0045024	2/14/2017	12	Foster Youth	Food and Food Service Supplies	OREA DAVID OMAR	182.00
17-P0045025	2/14/2017	12	Student Development	Conference Expenses	CSU SACRAMENTO	150.00
17-P0045026	2/14/2017	12	Student Development	Other Participant Travel Exp	CSU SACRAMENTO	1,500.00
17-P0045027	2/14/2017	12	Student Development	Conference Expenses	CSU SACRAMENTO	150.00
17-P0045028	2/14/2017	12	Career Education Office	Conference Expenses	HYATT CORPORATION LLC	472.40
17-P0045029	2/14/2017	12	Distance Education	Books, Mags & Subscrip-Non-Lib	CHERYLEE S. KUSHIDA	87.00
17-P0045030	2/14/2017	13	Administrative Services Office	Advertising	OUTFRONT MEDIA INC	26,355.60
17-P0045031	2/14/2017	12	Biology	Instructional Supplies	VWR FUNDING INC	668.93
17-P0045032	2/14/2017	12	DSPS Office	Food and Food Service Supplies	VERONICA I. OFORLEA	297.21
17-P0045033	2/14/2017	12	Center for Teacher Education	Transportation - Student	MICHELANGELO LEASING INC	3,000.00
17-P0045034	2/14/2017	11	Digital Media Center	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	245.29
17-P0045035	2/14/2017	12	Chemistry	Instructional Supplies	FLINN SCIENTIFIC INC	537.27
17-P0045036	2/14/2017	13	Occupational Therapy	Equip-All Other >\$1,000<\$5,000	ABC SCHOOL EQUIPMENT INC	2,577.69
17-P0045037	2/14/2017	12	Exercise Science	Instructional Supplies	VARSITY BRANDS HOLDING CO INC	519.04
17-P0045038	2/14/2017	11	Mailroom	Non-Instructional Supplies	POWERTRON	517.20
17-P0045039	2/14/2017	12	Student Services Office	Non-Instructional Supplies	CARD INTEGRATORS INC	38,763.07

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

4.10 (7)

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0045040	2/14/2017	12	Health & Wellness	Equip-All Other >\$200 < \$1,000	SEHI COMPUTER PRODUCTS	210.77
17-P0045041	2/15/2017	33	CDC Administration	District In-Service Activities	HIGH SCOPE EDUCATIONAL RESEARCH FOUNDATION	3,730.00
17-P0045042	2/15/2017	11	Maintenance	Contracted Repair Services	THYSSENKRUPP ELEVATOR CORP	2,500.00
17-P0045043	2/15/2017	11	Admin Services Office	Public Agencies' Assess & Fees	CITY OF ORANGE	100.00
17-P0045044	2/15/2017	11	Maintenance	Contracted Services	BOYD & ASSOCIATES	525.00
17-P0045046	2/15/2017	12	Orientation/Coord/Training	Non-Instructional Supplies	SAMY'S CAMERA	226.28
17-P0045047	2/15/2017	11	Maintenance	Contracted Repair Services	DAY LITE MAINTENANCE CO INC	10,000.00
17-P0045048	2/15/2017	12	Student Equity	Food and Food Service Supplies	ORANGE TREE DELI & CATERING	1,124.91
17-P0045049	2/15/2017	33	CDC Administration	Other Licenses & Fees	NAEYC	800.00
17-P0045050	2/15/2017	13	Santiago Canyon College	Contracted Services	TAM GLOBAL LLC	192.78
17-P0045051	2/15/2017	11	Facility Planning Office	Reproduction/Printing Expenses	AMERICAN REPROGRAPHICS CO LLC	935.30
17-P0045052	2/15/2017	33	CDC Administration	Other Licenses & Fees	NAEYC	925.00
17-P0045053	2/15/2017	12	Counseling	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00
17-P0045054	2/15/2017	12	Counseling	Food and Food Service Supplies	JAY'S CATERING	277.51
17-P0045056	2/15/2017	12	Counseling	Other Exp Paid for Students	DON BOOKSTORE	300.00
17-P0045057	2/15/2017	33	CDC Administration	Other Licenses & Fees	NAEYC	150.00
17-P0045058	2/15/2017	12	Student Equity	Food and Food Service Supplies	ORANGE TREE DELI & CATERING	574.31
17-P0045059	2/15/2017	12	MESA	Transportation - Student	MICHELANGELO LEASING INC	517.13
17-P0045060	2/15/2017	12	Veterans Resource Center	Inst Dues & Memberships	NAVUB	150.00
17-P0045061	2/15/2017	12	MESA	Transportation - Student	MICHELANGELO LEASING INC	472.50
* 17-P0045062	2/15/2017	12	SAC Continuing Ed-Instruction	Software License and Fees	DON BOOKSTORE	16,686.00
* 17-P0045062	2/15/2017	13	SAC Continuing Ed-Instruction	Books, Mags & Subscrip-Non-Lib	DON BOOKSTORE	5,740.60
PO Amt Total for *17-P0045062 :						22,426.60
17-P0045063	2/15/2017	12	Small Business Dev Ctr Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	24.33
17-P0045064	2/15/2017	13	Humanities & Social Sci Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,027.83
17-P0045065	2/15/2017	13	Administrative Services Office	Advertising	VIET BAO DAILY NEWS INC	2,100.00
17-P0045066	2/15/2017	12	Library Services	Library Books	GREENHAVEN PUBLISHING LLC	42.16
17-P0045067	2/15/2017	41	Facility Planning Office	Bldg Impr - Relocation/Moving	SOUTHWEST TOYOTA LIFT	200.00
17-P0045068	2/16/2017	11	Maintenance & Operations	Contracted Repair Services	HIGH RISE GLASS & DOORS INC	17,603.00
17-P0045069	2/16/2017	12	Academic Affairs Office	Contracted Repair Services	VERNIER SOFTWARE & TECHNOLOGY LLC	4,787.00
17-P0045070	2/16/2017	12	Continuing Education Division	Contracted Services	COAST ELECTRIC	918.76
17-P0045071	2/16/2017	12	Manufacturing Technology	Instructional Supplies	R.L. STEPHENS TOOL & EQUIPMENT CO	489.40
17-P0045072	2/16/2017	12	Photography	Instructional Supplies	SAMY'S CAMERA	500.00
17-P0045073	2/16/2017	13	Humanities & Social Sci Office	Non-Instructional Supplies	IMMEDIATE FEEDBACK ASSESSMENT TECHNIQUES	198.18
17-P0045074	2/16/2017	12	Corporate Training Institute	Contracted Services	EDUCATIONAL TESTING SVC	7,075.00

4.10 (8)

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0045075	2/16/2017	13	Sci, Math, Health Sci Office	Equip-All Other >\$200 < \$1,000	APPERSON	984.04
17-P0045076	2/16/2017	13	Sci, Math, Health Sci Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,998.80
17-P0045077	2/16/2017	12	LA/OC Regional Consortia	Equip-Mod Furn>\$1,000 < \$5,000	ALLSTEEL INC	2,012.12
17-P0045078	2/16/2017	11	International Student Program	Software License and Fees	NAFSA	295.00
17-P0045079	2/16/2017	12	Continuing Education Division	Food and Food Service Supplies	ORANGE TREE DELI & CATERING	518.49
17-P0045080	2/16/2017	12	Student Equity	Transportation - Student	MICHELANGELO LEASING INC	630.00
17-P0045081	2/16/2017	11	International Student Program	Courier/Delivery Services	FEDEX	504.87
17-P0045082	2/16/2017	12	Foster Youth	Food and Food Service Supplies	OREA DAVID OMAR	35.00
17-P0045083	2/16/2017	13	Continuing Education Division	Equip-All Other >\$1,000<\$5,000	AED SUPERSTORE	3,600.48
17-P0045084	2/16/2017	11	Maintenance & Operations	Contracted Repair Services	IRVINE VALLEY AIR CONDITIONING INC	7,000.00
17-P0045085	2/16/2017	11	Digital Media Center	Contracted Repair Services	ORANGE COUNTY FIRE PROTECTION	449.47
17-P0045086	2/16/2017	12	Upward Bound	Food and Food Service Supplies	LAKYSHIA M. PEREZ	1,015.00
17-P0045087	2/16/2017	11	Digital Media Center	Equip-All Other >\$200 < \$1,000	GOLDEN STAR TECHNOLOGY, INC.	256.70
17-P0045088	2/16/2017	12	Academic Affairs Office	Instructional Supplies	SCANTRON CORP	69.04
* 17-P0045089	2/16/2017	12	Continuing Education Division	Non-Instructional Supplies	SOS SURVIVAL PRODUCTS	265.00
* 17-P0045089	2/16/2017	13	Continuing Education Division	Non-Instructional Supplies	SOS SURVIVAL PRODUCTS	6,979.51
PO Amt Total for *17-P0045089 :						7,244.51
17-P0045090	2/16/2017	11	Custodial	Non-Instructional Supplies	GLASBY MAINTENANCE SUPPLY	1,000.00
17-P0045091	2/16/2017	12	Student Equity	Food and Food Service Supplies	ORANGE TREE DELI & CATERING	636.53
17-P0045092	2/16/2017	12	SAC Continuing Ed-Instruction	Equip-All Other >\$200 < \$1,000	CDW GOVERNMENT INC.	901.47
17-P0045093	2/16/2017	13	Districtwide	Election	COUNTY OF ORANGE	100,484.43
17-P0045094	2/16/2017	11	Human Resources Office	Legal Expenses	LIEBERT CASSIDY WHITMORE	23,700.00
17-P0045095	2/16/2017	12	Center for Teacher Education	Other Participant Prog Svc/Exp	DON BOOKSTORE	3,998.00
17-P0045096	2/16/2017	12	DSPS	Reproduction/Printing Expenses	SCHOOL DATEBOOKS	3,138.74
17-P0045097	2/16/2017	12	ACT Center	Equip-All Other >\$200 < \$1,000	VARIDESK LLC	1,066.72
17-P0045098	2/16/2017	12	Academic Computing	Equip-All Other >\$200 < \$1,000	CN SCHOOL AND OFFICE SOLUTIONS INC	14,192.40
17-P0045099	2/16/2017	41	Facility Planning Office	Bldg Impr - Relocation/Moving	CP BOURG INC	3,500.00
17-P0045100	2/16/2017	12	Sci, Math, Health Sci Office	Instructional Supplies	FORESTRY SUPPLIERS INC	297.57
17-P0045101	2/16/2017	12	Library Services	Instructional Supplies	AMAZON COM	5,000.00
17-P0045102	2/16/2017	11	Library Services	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00
17-P0045103	2/21/2017	12	Diesel	Instructional Supplies	UNITED RENTALS	85.00
17-P0045104	2/21/2017	11	American Sign Language	Contracted Services	GLOBAL WORKS INC	9,208.00
17-P0045105	2/21/2017	12	Media Systems	Instructional Supplies	MAR VAC ELECTRONICS	2,000.00
17-P0045106	2/21/2017	12	LA/OC Regional Consortia	Conference Expenses	CHABOT-LAS POSITAS COMMUNITY COLLEGE	50.00
17-P0045107	2/21/2017	12	LA/OC Regional Consortia	Conference Expenses	CCCAOE CALIF COM COLL ASSOC	495.00

4.10 (9)

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0045108	2/21/2017	12	LA/OC Regional Consortia	Conference Expenses	CCCAOE CALIF COM COLL ASSOC	495.00
17-P0045109	2/21/2017	12	Counseling	Conference Expenses	CALIFORNIA COMMUNITY COLLEGES CALWORKS ASSOC	550.00
17-P0045110	2/21/2017	41	Admin Services Office	Contracted Repair Services	NEWBUILD CONSTRUCTION AND RESTORATION INC	10,407.50
17-P0045111	2/21/2017	12	Inmate Education Program	Books, Mags & Subscrip-Non-Lib	LESLIE K. KAY	71.46
17-P0045112	2/21/2017	11	Chancellor's Office	Conference Expenses	WELLS FARGO BANK	535.00
17-P0045113	2/21/2017	11	Chancellor's Office	Conference Expenses	WELLS FARGO BANK	1,669.20
17-P0045114	2/21/2017	12	Sci, Math, Health Sci Office	Instructional Supplies	SKULLS UNLIMITED INTERNATIONAL INC	3,383.36
17-P0045115	2/21/2017	12	Automotive Technology/Engine	Equip-All Other >\$200 < \$1,000	MATCO TOOLS	5,241.04
17-P0045116	2/21/2017	12	Pathways to Teaching	Books, Mags & Subscrip-Non-Lib	DON BOOKSTORE	518.40
17-P0045117	2/21/2017	11	District Wide Technology	Building Improvements	D4 SOLUTIONS INC.	557.36
17-P0045118	2/21/2017	11	District Wide Technology	Building Improvements	D4 SOLUTIONS INC.	4,396.11
17-P0045119	2/21/2017	12	Counseling	Food and Food Service Supplies	HAVE KITCHEN WILL TRAVEL, INC.	598.61
17-P0045120	2/22/2017	12	Orientation/Coord/Training	Conference Expenses	CCC EOPS REGION VIII	1,000.00
17-P0045121	2/22/2017	41	Facility Planning Office	Site Improv - Contractor Svcs	ARAMEXX GROUP INC	248,532.00
17-P0045122	2/22/2017	12	EOPS	Conference Expenses	CCC EOPS REGION VIII	175.00
17-P0045123	2/22/2017	11	Maintenance & Operations	Contracted Repair Services	KYA SERVICES LLC	1,555.74
17-P0045124	2/22/2017	33	EHS Administration	Conference Expenses	PARENTS AS TEACHERS NAT'L CENTER	1,680.00
17-P0045125	2/22/2017	11	Board of Trustees	Conference Expenses	OCSBA ORANGE CO SCHOOL BOARD ASSOC	70.00
17-P0045126	2/22/2017	12	Counseling	Software License and Fees	CPP INC	195.00
17-P0045127	2/22/2017	12	Orange Educ Ctr-Instruction	Instructional Supplies	PURELAND SUPPLY LLC	890.02
17-P0045128	2/22/2017	12	Academic Affairs Office	Instructional Supplies	DUNN EDWARDS CORP	3,000.00
17-P0045129	2/22/2017	11	Custodial	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	5,000.00
17-P0045130	2/22/2017	41	Admin Services Office	Contracted Repair Services	NEWBUILD CONSTRUCTION AND RESTORATION INC	1,955.00
17-P0045131	2/22/2017	13	Humanities & Social Sci Office	Non-Instructional Supplies	IRONBOUND FILMS INC	323.25
17-P0045132	2/22/2017	12	Student Development	Inst Dues & Memberships	THE NATL HEP/CAMP ASSOCIATION	1,500.00
17-P0045133	2/22/2017	12	Academic Affairs Office	Conference Expenses	WESTED	6,750.00
17-P0045134	2/22/2017	11	Custodial	Non-Instructional Supplies	AMERICAN CHEMICAL & SANITARY	4,000.00
17-P0045135	2/22/2017	11	Maintenance	Non-Instructional Supplies	GREEN'S SECURITY CTR INC	500.00
17-P0045136	2/22/2017	12	Talent Search	Food and Food Service Supplies	SMART & FINAL	400.00
17-P0045137	2/22/2017	12	Center for Teacher Education	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,000.00
17-P0045138	2/22/2017	12	EOPS	Food and Food Service Supplies	SUPER ANTOJITO'S EXPRESS MEXICAN FOOD	275.00
17-P0045139	2/22/2017	13	Sci, Math, Health Sci Office	Non-Instructional Supplies	VITALITY MEDICAL INC	430.00
17-P0045140	2/22/2017	11	Admin Services Office	Non-Instructional Supplies	NOVA SOLUTIONS INC	155.08
17-P0045141	2/22/2017	11	Maintenance & Operations	Non-Instructional Supplies	CN SCHOOL AND OFFICE SOLUTIONS INC	202.03
17-P0045142	2/22/2017	11	Facility Planning Office	Advertising	TAM GLOBAL LLC	55.00
17-P0045143	2/22/2017	11	Facility Planning Office	Advertising	CALIFORNIA NEWSPAPERS PARTNERSHIP	776.00
17-P0045144	2/22/2017	11	Facility Planning Office	Advertising	VIET BAO DAILY NEWS INC	700.00

4.10 (10)

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0045145	2/22/2017	11	Facility Planning Office	Advertising	EL AVISO MAGAZINE	442.00
17-P0045146	2/22/2017	12	Exercise Science	Instructional Supplies	LOCOCO SPORTS INC	5,284.61
17-P0045147	2/22/2017	12	EOPS	Supplies Paid for Students	EAGLE GRAPHICS INC	1,000.91
17-P0045148	2/22/2017	12	Upward Bound	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,500.00
17-P0045149	2/23/2017	11	Maintenance	Contracted Services	SO CAL LAND MAINTENANCE INC	9,100.00
17-P0045150	2/23/2017	41	Facility Planning Office	Bldg Impr - Contractor Svcs	PROTECTION 1 FENCE & IRON CORP	901.63
17-P0045151	2/23/2017	12	Student Services Office	Conference Expenses	WELLS FARGO BANK	922.19
17-P0045152	2/23/2017	11	District Wide Technology	Equip-All Other > \$5,000	NTH GENERATION COMPUTING INC	21,105.64
17-P0045153	2/23/2017	11	District Wide Technology	Equip-All Other >\$200 < \$1,000	MONOPRICE INC	729.60
17-P0045154	2/23/2017	41	Facility Planning Office	Bldg Impr - Relocation/Moving	AMERICAN RELOCATION & LOGISTICS INC	6,427.00
17-P0045155	2/23/2017	12	MESA	Conference Expenses	COMMUNITY COLLEGE ASSOC OF MESA DIRECTORS	1,162.00
17-P0045156	2/23/2017	12	MESA	Conference Expenses	CATHERINE M. SHAFFER	2,763.07
17-P0045157	2/23/2017	12	MESA	Other Participant Travel Exp	CATHERINE M. SHAFFER	700.00
17-P0045158	2/23/2017	11	Fire Academy	Contracted Services	FUNCTIONALFIT TECH CORP	3,894.00
17-P0045159	2/23/2017	12	Digital Media Center	Transportation - Student	PLACENTIA YORBA LINDA	410.00
17-P0045160	2/23/2017	11	Fire Academy	Instructional Agrmt - Salary	CITY OF RIVERSIDE	10.90
17-P0045161	2/23/2017	11	Human Resources Office	Fingerprinting	STATE OF CALIFORNIA	9,970.00
17-P0045162	2/24/2017	12	Student Services Office	Conference Expenses	CCHH BURLINGAME LLC	1,349.28
17-P0045163	2/24/2017	12	Student Services Office	Contracted Services	SEAN COOLIDGE	2,925.00
17-P0045164	2/24/2017	12	Student Services Office	Conference Expenses	RP GROUP	1,350.00
17-P0045165	2/24/2017	11	Admin Services Office	Contracted Repair Services	SCANTRON CORP	1,000.00
17-P0045166	2/24/2017	11	Safety & Security Office	Conference Expenses	GOLDEN WEST COLLEGE	348.00
17-P0045167	2/24/2017	11	Fire Academy	Repair & Replacement Parts	CALIF STAGE & LIGHTING	57.92
17-P0045168	2/24/2017	33	CDC Santa Ana College	Instructional Supplies	LAKESHORE LEARNING MATERIALS	1,565.76
17-P0045169	2/24/2017	33	CDC Centennial Education Ctr	Instructional Supplies	LAKESHORE LEARNING MATERIALS	5,653.27
17-P0045170	2/24/2017	33	EHS Administration	Food and Food Service Supplies	JAY'S CATERING	180.03
17-P0045171	2/24/2017	12	Small Business Dev Ctr Office	Internet Services	T-MOBILE USA INC	769.34
17-P0045172	2/24/2017	11	District Wide Technology	Non-Instructional Supplies	AMAZON COM	10.48
17-P0045173	2/24/2017	41	Facility Planning Office	Bldg Impr - Contractor Svcs	A GOOD SIGN & GRAPHICS CO	9,475.00
17-P0045174	2/24/2017	11	Board of Trustees	Conference Expenses	ACCT ASSOC OF COMMUNITY	810.00
17-P0045175	2/24/2017	11	Educational Services Office	Inst Dues & Memberships	RP GROUP	350.00
17-P0045176	2/24/2017	12	Pathways to Teaching	Books, Mags & Subscrip-Non-Lib	DON BOOKSTORE	3,431.83
17-P0045177	2/24/2017	12	LA/OC Regional Consortia	Food and Food Service Supplies	SMART & FINAL	104.00
17-P0045178	2/24/2017	12	DSPS Office	Equip-All Other >\$200 < \$1,000	B & H PHOTO VIDEO INC	376.05
17-P0045179	2/24/2017	11	Facility Planning Office	Advertising	ABEL TORRES	400.00
17-P0045180	2/24/2017	11	Fire Technology	Instructional Supplies	KUTTING EDGE DESIGN LLC	500.00
17-P0045181	2/24/2017	12	EOPS	Non-Instructional Supplies	EAGLE GRAPHICS INC	1,288.35

4.10 (11)

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0045182	2/24/2017	42	Facility Planning Office	Site Impr-Blueprint/Reprod/Adv	AMERICAN REPROGRAPHICS CO LLC	106.94
17-P0045183	2/24/2017	11	Fire Technology	Instructional Supplies	MCKESSON GENERAL MEDICAL CORP	5,797.16
17-P0045184	2/24/2017	12	Art	Instructional Supplies	LIGHT BULBS ETC	150.00
17-P0045185	2/24/2017	12	Art	Instructional Supplies	KELLY PAPER	150.00
17-P0045186	2/24/2017	12	Fine & Performing Arts Office	Instructional Supplies	ART SUPPLY WAREHOUSE	154.00
17-P0045187	2/24/2017	12	Graphics	Instructional Supplies	AUSTIN ORANGE COUNTY HARDWOODS INC	2,000.00
17-P0045188	2/24/2017	12	Art	Instructional Supplies	KUTTING EDGE DESIGN LLC	250.00
17-P0045189	2/24/2017	12	Music	Instructional Supplies	JW PEPPER & SON INC.	19.92
17-P0045190	2/24/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	VERITIV OPERATING COMPANY	1,491.80
17-P0045191	2/27/2017	12	Special Services Office	Conference Expenses	CALIFORNIA COMMUNITY COLLEGES CALWORKS ASSOC	1,650.00
17-P0045192	2/27/2017	12	Special Services Office	Conference Expenses	BOARD OF GOVERNORS	110.00
17-P0045193	2/27/2017	13	Kinesiology - Intercol Athlet	Equip-All Other >\$200 < \$1,000	SEHI COMPUTER PRODUCTS	803.03
17-P0045194	2/27/2017	33	CDC Administration	Non-Instructional Supplies	DISCOUNT SCHOOL SUPPLY	2,354.97
17-P0045195	2/27/2017	12	LA/OC Regional Consortia	Contracted Services	GOLDEN STAR TECHNOLOGY, INC.	1,683.01
17-P0045196	2/27/2017	12	Media Systems	Instructional Supplies	GOLDEN STAR TECHNOLOGY, INC.	4,000.00
17-P0045197	2/27/2017	12	Special Services Office	Conference Expenses	BOARD OF GOVERNORS	110.00
17-P0045198	2/27/2017	11	District Wide Technology	Equip-All Other >\$200 < \$1,000	WELLS FARGO BANK	907.58
17-P0045199	2/27/2017	12	Family & Consumer Studies	Instructional Supplies	WELLS FARGO BANK	320.55
17-P0045200	2/27/2017	12	Special Services Office	Conference Expenses	CALIFORNIA COMMUNITY COLLEGES CALWORKS ASSOC	550.00
17-P0045201	2/27/2017	11	Admin Services Office	Conference Expenses	CCLC COMMUNITY COLLEGE LEAGUE	340.00
17-P0045202	2/27/2017	11	President's Office	Conference Expenses	CCLC COMMUNITY COLLEGE LEAGUE	500.00
17-P0045203	2/27/2017	11	Warehouse	Non-Instructional Supplies	AMAZON COM	99.50
17-P0045204	2/27/2017	11	Public Affairs/Gov Rel Office	Conference Expenses	JUDITH A. IANNACCONE	1,740.00
17-P0045205	2/27/2017	11	Public Affairs/Gov Rel Office	Conference Expenses	JUDITH A. IANNACCONE	420.00
17-P0045206	2/27/2017	12	EOPS	Conference Expenses	BOARD OF GOVERNORS	110.00
17-P0045207	2/27/2017	41	Facility Planning Office	Site Improv - Contractor Svcs	AMTEK CONSTRUCTION	9,985.10
17-P0045208	2/27/2017	13	Counseling Office	Inst Dues & Memberships	RP GROUP	350.00
17-P0045209	2/27/2017	12	Student Equity	Food and Food Service Supplies	CORNER BAKERY/CBC RESTAURANT	292.05
17-P0045210	2/27/2017	12	Human Svcs & Technology Office	Instructional Supplies	VIRGINIA M. WITMER	215.48
17-P0045211	2/27/2017	11	International Student Program	Non-Instructional Supplies	IMAGE PRINTING SOLUTIONS	6,735.89
17-P0045212	2/27/2017	12	Academic Affairs Office	Equip-w/Contr Svc > \$5,000	STAGERIGHT CORP	26,983.24
17-P0045213	2/27/2017	12	Center for Teacher Education	Non-Instructional Supplies	DON BOOKSTORE	1,624.16
17-P0045214	2/27/2017	12	Learning Disabled	Instructional Supplies	CN SCHOOL AND OFFICE SOLUTIONS INC	10,348.31
17-P0045215	2/27/2017	11	Fire Academy	Lease Agreement - Facility	NORTH NET FIRE TRAINING CTR	560.00
17-P0045216	2/28/2017	11	Maintenance	Repair & Replacement Parts	HOME DEPOT	2,000.00
17-P0045217	2/28/2017	11	Maintenance	Repair & Replacement Parts	CALIFORNIA MARKETING & SALES	2,000.00
17-P0045218	2/28/2017	11	Grounds	Non-Instructional Supplies	ALAN'S LAWNMOWER & GARDEN CTR	1,000.00

4.10 (12)

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0045219	2/28/2017	11	Grounds	Non-Instructional Supplies	ANGELUS QUARRIES BLDG	1,900.00
17-P0045220	2/28/2017	11	Maintenance	Repair & Replacement Parts	BURKE/WACO	2,058.49
17-P0045221	2/28/2017	11	International Student Program	Courier/Delivery Services	FEDEX	135.96
17-P0045222	2/28/2017	12	Media Systems	Instructional Supplies	GRIFFIN ACE HARDWARE	2,000.00
17-P0045223	2/28/2017	12	Media Systems	Instructional Supplies	TROXELL COMM INC	3,000.00
17-P0045224	2/28/2017	11	District Wide Technology	Non-Instructional Supplies	APPLE COMPUTER INC	180.69
17-P0045225	2/28/2017	11	Maintenance	Equip-All Other >\$200 < \$1,000	HOME DEPOT	591.55
17-P0045226	2/28/2017	13	Administrative Services Office	Contracted Services	TAM GLOBAL LLC	189.54
17-P0045227	2/28/2017	12	Student Equity	Conference Expenses	CCHH BURLINGAME LLC	528.16
17-P0045228	2/28/2017	12	Continuing Education Division	Rental - Facility (Short-term)	SANTA ANA UNIFIED SCHOOL DIST	10,863.00
17-P0045229	2/28/2017	12	Student Equity	Conference Expenses	CCLC COMMUNITY COLLEGE LEAGUE	600.00
17-P0045230	2/28/2017	12	Student Equity	Conference Expenses	RP GROUP	450.00
17-P0045231	2/28/2017	12	Upward Bound	Transportation - Student	GOLD COAST TOURS	937.34
17-P0045232	2/28/2017	13	Counseling Office	Inst Dues & Memberships	CCCCSSAA CALIF COMMUNITY COLL	300.00
* 17-P0045233	2/28/2017	12	Kinesiology - Physical Educ	Instructional Supplies	VARSITY BRANDS HOLDING CO INC	491.34
* 17-P0045233	2/28/2017	13	Kinesiology - Admin Office	Non-Instructional Supplies	VARSITY BRANDS HOLDING CO INC	729.87
PO Amt Total for *17-P0045233 :						1,221.21
17-P0045234	2/28/2017	12	EOPS	Conference Expenses	WELLS FARGO BANK	304.88
17-P0045235	2/28/2017	11	Board of Trustees	Conference Expenses	CCLC COMMUNITY COLLEGE LEAGUE	695.00
17-P0045236	2/28/2017	11	Board of Trustees	Conference Expenses	PHILLIP E. YARBROUGH	850.00
17-P0045237	2/28/2017	12	Small Business Dev Ctr Office	Contracted Services	GROOMS MARK EDWARD	106.05
17-P0045238	2/28/2017	62	Risk Management	Equip-Mod Furn>\$1,000 < \$5,000	CN SCHOOL AND OFFICE SOLUTIONS INC	2,457.14
17-P0045239	2/28/2017	11	Mailroom	Contracted Repair Services	UNITED AUTOMOTIVE SVC INC	108.00
17-P0045240	2/28/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	XEROX CORP	2,068.80
17-P0045241	2/28/2017	33	EHS Administration	Non-Instructional Supplies	DELL COMPUTER	407.22
17-P0045242	2/28/2017	12	Continuing Education Division	Contracted Services	PAUL GALLAGHER	5,015.00
17-P0045243	2/28/2017	11	Apprenticeship	Advertising	APOGEE PUBLICATIONS INC	1,400.00
17-P0045244	2/28/2017	11	Apprenticeship	Advertising	ORANGE COUNTY BUSINESS JOURNAL	2,995.00
17-P0045245	2/28/2017	12	Manufacturing Technology	Instructional Supplies	LYNDEX-NIKKEN INC	509.88
17-P0045246	3/1/2017	1	Resource Development	Contracted Services	BAYHA GROUP	6,500.00
17-P0045247	3/1/2017	1	Maintenance	Contracted Services	KAISER ROBERT	14,500.00
17-P0045248	3/1/2017	1	Continuing Education Division	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	8,500.00
17-P0045249	3/1/2017	1	Maintenance	Contracted Repair Services	COMMERCIAL DOOR OF ORANGE COUNTY INC	3,000.00
17-P0045250	3/1/2017	1	Ctr for Intl Trade Dev Office	Conference Expenses	LYNN A. STEWART	438.60
17-P0045251	3/1/2017	1	Student Equity	Books Paid for Students	DON BOOKSTORE	5,000.00

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount	
17-P0045252	3/1/2017	1	33	EHS Santa Ana College	Instructional Supplies	SMART & FINAL	200.00
17-P0045253	3/1/2017	1	33	EHS Santa Ana College	Non-Instructional Supplies	SMART & FINAL	200.00
17-P0045254	3/1/2017	1	33	CDC Santa Ana College - East	Non-Instructional Supplies	SMART & FINAL	200.00
17-P0045255	3/1/2017	1	12	Fine & Performing Arts Office	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	9,000.00
17-P0045256	3/1/2017	1	11	Transportation	Contracted Repair Services	METROPRO TOWING INC	200.00
17-P0045257	3/1/2017	1	11	Transportation	Repair & Replacement Parts	YALE CHASE	1,000.00
17-P0045258	3/1/2017	1	12	Student Equity	Conference Expenses	CCLC COMMUNITY COLLEGE LEAGUE	600.00
17-P0045259	3/1/2017	1	11	Educational Services Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	191.82
17-P0045260	3/1/2017	1	12	Student Equity	Food and Food Service Supplies	ETHIO CATERING	1,680.90
17-P0045261	3/1/2017	1	11	Maintenance	Contracted Services	AMERICAN CITY PEST CONTROL INC	1,000.00
17-P0045262	3/1/2017	1	12	Student Equity	Food and Food Service Supplies	JOSEPH A. ALONZO	176.83
17-P0045263	3/1/2017	1	12	Orientation/Coord/Training	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,500.00
17-P0045264	3/1/2017	1	11	Maintenance	Repair & Replacement Parts	GORLITZ SEWER & DRAIN INC	2,000.00
17-P0045265	3/1/2017	1	12	Continuing Education Division	Maint Contract - Office Equip	SCANTRON CORP	901.00
17-P0045266	3/1/2017	1	11	Facility Planning Office	Non-Instructional Supplies	XEROX CORP	138.22
17-P0045267	3/1/2017	1	12	Career Education Office	Food and Food Service Supplies	AMY S. STYFFE	133.55
17-P0045268	3/1/2017	1	12	Student Development	Software License and Fees	HEIBERG CONSULTING INC	499.00
17-P0045269	3/1/2017	1	12	Kinesiology - Intercol Athlet	Instructional Supplies	LAURIE SALLINGER	174.89
17-P0045270	3/1/2017	1	12	Library Services	Library Books	AMAZON COM	6,000.00
17-P0045271	3/1/2017	1	11	Bus, Math & Sciences Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	20.45
17-P0045272	3/1/2017	1	12	Upward Bound	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,140.68
17-P0045273	3/1/2017	1	12	Distance Education	Software License and Fees	TECH SMITH CORP	2,167.52
17-P0045274	3/1/2017	1	13	Counseling Office	Equip-All Other >\$200 < \$1,000	CDW GOVERNMENT INC.	927.72
17-P0045275	3/1/2017	1	11	Kinesiology - Admin Office	Equip-All Other >\$200 < \$1,000	CDW GOVERNMENT INC.	1,063.53
17-P0045276	3/1/2017	1	11	Fire Technology	Equip-All Other >\$200 < \$1,000	CDW GOVERNMENT INC.	265.88
17-P0045277	3/2/2017	1	11	Grounds	Maint/Oper Service Agreements	HEID JARED STEPHEN	2,300.00
17-P0045278	3/2/2017	1	11	Maintenance	Maint/Oper Service Agreements	VORTEX INDUSTRIES	653.00
17-P0045279	3/2/2017	1	33	CDC Administration	Equip-All Other >\$1,000<\$5,000	COMMUNITY PLAYTHINGS	1,293.00
17-P0045280	3/2/2017	1	13	Maintenance	Contracted Services	ALLEYCAT DEVELOPMENT INC	11,880.00
17-P0045281	3/2/2017	1	12	Health & Wellness	Awards & Incentives	APPLE COMPUTER INC	591.44
17-P0045282	3/2/2017	1	11	Continuing Education Division	Non-Instructional Supplies	DON BOOKSTORE	75.00
17-P0045283	3/2/2017	1	11	Purchasing	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	255.76
17-P0045284	3/2/2017	1	13	Counseling	Equip-All Other >\$200 < \$1,000	CN SCHOOL AND OFFICE SOLUTIONS INC	29,587.72
17-P0045285	3/2/2017	1	12	Distance Education	Food and Food Service Supplies	NANCY C. PUN	240.59
17-P0045286	3/2/2017	1	13	Accreditation	Conference Expenses	BONITA N. JAROS	610.00
17-P0045288	3/2/2017	1	12	Ctr for Intl Trade Dev Office	Conference Expenses	UNIVERSITY OF SOUTHERN CALIF-	599.00
17-P0045289	3/2/2017	1	12	Biology	Other Operating Exp & Services	UNITED PARCEL SVC	95.00

4.10 (14)

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0045290	3/2/2017	11	Maintenance	Contracted Repair Services	AAA ELECTRIC MOTOR SALES	900.00
17-P0045291	3/2/2017	12	Small Business Dev Ctr Office	Contracted Services	CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT	1,000.00
17-P0045292	3/2/2017	12	Fire Technology	Instructional Supplies	STANDARD FUSEE COPORATION	595.75
17-P0045293	3/2/2017	12	Student Activities	Contracted Services	HOT PEPPERS PRODUCTIONS	500.00
17-P0045294	3/3/2017	12	Resource Development	Contracted Services	MISSIONQUEST, INC	14,950.00
17-P0045295	3/3/2017	13	CJ/Academies	Building Improvements	KYA SERVICES LLC	50,991.13
17-P0045296	3/3/2017	12	Financial Aid Office	Conference Expenses	CASFAA	75.00
17-P0045297	3/3/2017	12	Financial Aid Office	Conference Expenses	CASFAA	150.00
17-P0045298	3/3/2017	12	Financial Aid Office	Conference Expenses	CASFAA	75.00
17-P0045299	3/3/2017	12	Continuing Education Division	Contracted Services	PAINTING & DECOR INC	1,950.00
17-P0045300	3/3/2017	12	Financial Aid Office	Conference Expenses	CASFAA	75.00
17-P0045301	3/3/2017	12	Resource Development	Bldg Impr - Contractor Svcs	D4 SOLUTIONS INC.	733.51
17-P0045302	3/3/2017	12	Financial Aid Office	Conference Expenses	CASFAA	150.00
17-P0045303	3/3/2017	12	Financial Aid Office	Conference Expenses	CASFAA	75.00
17-P0045304	3/3/2017	12	Ctr for Intl Trade Dev Office	Food and Food Service Supplies	SMART & FINAL	500.00
17-P0045305	3/3/2017	12	Chemistry	Instructional Supplies	FISHER SCIENTIFIC	1,000.00
17-P0045306	3/3/2017	12	Library Services	Instructional Supplies	AMAZON COM	9,000.00
17-P0045307	3/3/2017	11	Grounds	Rental-Equipment (Short-term)	UNITED RENTALS	1,000.00
17-P0045308	3/3/2017	11	Board of Trustees	Non-Instructional Supplies	BADGE EXPRESS	13.62
17-P0045309	3/3/2017	11	Transportation	Contracted Repair Services	TENNANT SALES & SVC CO	1,000.00
17-P0045310	3/3/2017	12	Ctr for Intl Trade Dev Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	500.00
17-P0045311	3/3/2017	12	Library Services	Library Books	GREENHAVEN PUBLISHING LLC	42.16
17-P0045312	3/3/2017	12	Library Services	Library Books	EBSCO SUBSCRIPTION SVCS	693.88
17-P0045313	3/3/2017	12	Geology	Instructional Supplies	FLINN SCIENTIFIC INC	849.63
17-P0045314	3/3/2017	11	District Wide Technology	Equip-All Other >\$200 < \$1,000	CDI COMPUTERS CORP	21,810.80
17-P0045315	3/3/2017	11	Custodial	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	18,000.00
17-P0045316	3/3/2017	12	Distance Education	Software License and Fees	RESPONDUS INC	3,805.00
17-P0045317	3/6/2017	11	Risk Management	Hazardous Materials Removal	AMERICAN OIL CO	1,875.00
17-P0045318	3/6/2017	11	Transportation	Gasoline	UNITED RENTALS	300.00
17-P0045319	3/6/2017	11	International Student Program	Contracted Services	DREX LLC	750.00
17-P0045320	3/6/2017	11	Transportation	Contracted Repair Services	TURF STAR INC	1,000.00
17-P0045321	3/6/2017	11	Transportation	Contracted Repair Services	PETE'S ROAD SVC	700.00
17-P0045322	3/6/2017	11	Maintenance	Maint/Oper Service Agreements	GENERAL AIR COMPRESSORS	1,233.68
17-P0045323	3/6/2017	13	Administrative Services Office	Bldg Impr - Contractor Svcs	CROWN STEEL, INC	7,801.60
17-P0045324	3/6/2017	11	Maintenance	Non-Instructional Supplies	WATERLINE TECHNOLOGIES	6,000.00
17-P0045325	3/6/2017	11	Maintenance	Non-Instructional Supplies	REGENCY LIGHTING	5,000.00
17-P0045326	3/6/2017	11	Maintenance	Non-Instructional Supplies	GRAINGER	3,000.00

4.10 (15)

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0045327	3/6/2017	11	Admin Services Office	Conference Expenses	WELLS FARGO BANK	271.87
17-P0045328	3/6/2017	11	Maintenance	Non-Instructional Supplies	CLARK SECURITY PRODUCTS INC	10,000.00
17-P0045329	3/6/2017	11	Grounds	Non-Instructional Supplies	VILLAGE NURSERIES	2,000.00
17-P0045330	3/6/2017	33	CDC Santa Ana College	Instructional Supplies	LAKESHORE LEARNING MATERIALS	2,859.07
17-P0045331	3/6/2017	33	CDC Santiago Canyon College	Instructional Supplies	AMAZON COM	753.16
17-P0045332	3/6/2017	33	CDC Santiago Canyon College	Instructional Supplies	AMAZON COM	1,062.61
17-P0045333	3/6/2017	12	Sci, Math, Health Sci Office	Instructional Supplies	BIOMIGA INC	106.98
17-P0045334	3/6/2017	12	Student Equity	Food and Food Service Supplies	CORNER BAKERY/CBC RESTAURANT	153.93
17-P0045335	3/6/2017	41	Facility Planning Office	Bldg Impr - Contractor Svcs	PYRO-COMM SYSTEMS INC	870.00
17-P0045336	3/6/2017	12	Sci, Math, Health Sci Office	Instructional Supplies	SIGMA ALDRICH INC	259.04
17-P0045337	3/6/2017	12	Library Services	Instructional Supplies	DEMCO INC	967.39
17-P0045338	3/6/2017	12	Sci, Math, Health Sci Office	Instructional Supplies	BIO RAD LABORATORIES	317.39
17-P0045339	3/6/2017	12	Sci, Math, Health Sci Office	Instructional Supplies	MICROTECH SCIENTIFIC	1,655.91
17-P0045340	3/6/2017	12	Geology	Instructional Supplies	VWR FUNDING INC	374.58
17-P0045341	3/6/2017	12	Sci, Math, Health Sci Office	Instructional Supplies	FISHER SCIENTIFIC	492.94
17-P0045342	3/6/2017	13	Administrative Services Office	Reproduction/Printing Expenses	TREND OFFSET PRINTING	6,827.95
17-P0045343	3/6/2017	12	Health & Wellness Center	Other Licenses & Fees	CALIF DHS/LABORATORY FIELD SERVICES	200.00
17-P0045345	3/6/2017	12	Sci, Math, Health Sci Office	Instructional Supplies	VWR FUNDING INC	4,393.81
17-P0045346	3/6/2017	12	Ctr for Intl Trade Dev Office	Food and Food Service Supplies	CORNER BAKERY/CBC RESTAURANT	416.90
17-P0045348	3/6/2017	12	EOPS	Equip-All Other >\$200 < \$1,000	OFFICE DEPOT BUSINESS SVCS	624.93
17-P0045349	3/6/2017	11	Manufacturing Technology	Contracted Repair Services	MACHINING TIME SAVERS, INC.	975.00
17-P0045350	3/6/2017	12	Ctr for Intl Trade Dev Office	Food and Food Service Supplies	CORNER BAKERY/CBC RESTAURANT	479.06
17-P0045351	3/6/2017	11	Maintenance & Operations	Bldg Impr - DSA Project Insp	KNOWLAND CONSTRUCTION SVCS	3,264.00
17-P0045352	3/6/2017	12	Special Services Office	Supplies Paid for Students	SVM LP	3,178.00
17-P0045353	3/6/2017	41	Facility Planning Office	Bldg Impr - AE Fee	HAMMEL GREEN & ABRAHAMSON INC	50,000.00
17-P0045354	3/6/2017	13	Sci, Math, Health Sci Office	Non-Instructional Supplies	FISHER SCIENTIFIC	983.73
17-P0045355	3/6/2017	13	Biology	Equip-All Other >\$200 < \$1,000	ZORO TOOLS INC	714.38
17-P0045356	3/6/2017	13	Biology	Equip-All Other >\$1,000<\$5,000	C & R MEDICAL	4,305.69
17-P0045357	3/6/2017	13	Biology	Equip-All Other >\$200 < \$1,000	POCKET NURSE	3,613.46
17-P0045358	3/6/2017	12	Health & Wellness	Books, Mags & Subscrip-Non-Lib	COLLEGE HEALTH SERVICES LLC	6,000.00
17-P0045359	3/6/2017	42	Facility Planning Office	Site Impr-Blueprint/Reprod/Adv	CALIFORNIA NEWSPAPERS PARTNERSHIP	1,021.50
17-P0045360	3/6/2017	11	Facility Planning Office	Reproduction/Printing Expenses	IMAGE PRINTING SOLUTIONS	948.72
17-P0045361	3/6/2017	33	CDC Centennial Education Ctr	Non-Instructional Supplies	SWSH ARIZONA MFG INC	680.92
17-P0045362	3/6/2017	13	Biology	Equip-All Other >\$200 < \$1,000	MICROTECH SCIENTIFIC	522.66
17-P0045363	3/7/2017	12	Academic Affairs Office	Instructional Supplies	B & H PHOTO VIDEO INC	839.75
17-P0045364	3/7/2017	12	Academic Affairs Office	Instructional Supplies	DELL COMPUTER	20,212.68
17-P0045365	3/7/2017	11	Human Resources Office	Conference Expenses	ACCCA	2,099.00

4.10 (16)

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0045366	3/7/2017	12	LA/OC Regional Consortia	Conference Expenses	GUSTAVO CHAMORRO	473.90
17-P0045367	3/7/2017	12	Sci, Math, Health Sci Office	Instructional Supplies	NEW ENGLAND BIOLABS INC	277.98
17-P0045368	3/7/2017	12	Professional Development	Books, Mags & Subscrip-Non-Lib	MARY W. HUEBSCH	246.11
17-P0045369	3/7/2017	41	Facility Planning Office	Site Improv - Contractor Svcs	BEN'S ASPHALT INC	6,980.22
17-P0045370	3/7/2017	12	Center for Teacher Education	Other Participant Travel Exp	CALIFORNIA TEACHERS ASSOC	296.00
17-P0045371	3/7/2017	11	District Wide Technology	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	4,388.57
17-P0045372	3/7/2017	12	Orange Educ Ctr-Instruction	Equip-All Other >\$200 < \$1,000	GOLDEN STAR TECHNOLOGY, INC.	74,958.68
17-P0045373	3/7/2017	12	Career Education Office	Conference Expenses	CHABOT-LAS POSITAS COMMUNITY COLLEG	350.00
17-P0045374	3/7/2017	11	Human Resources Office	Service Pins	TERRYBERRY	5,827.41
17-P0045375	3/7/2017	12	Orange Educ Ctr-Instruction	Equip-All Other >\$200 < \$1,000	GOLDEN STAR TECHNOLOGY, INC.	2,345.83
17-P0045376	3/7/2017	12	Student Equity	Food and Food Service Supplies	ORANGE TREE DELI & CATERING	428.31
17-P0045377	3/7/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	INFORMATION MANAGEMENT DBA: MYBINDING.COM	55.14
17-P0045378	3/7/2017	13	Accreditation	Conference Expenses	ACCJC ACCREDITING COMMISSION	535.00
17-P0045379	3/7/2017	13	Administrative Services Office	Equip-All Other >\$200 < \$1,000	VARIDESH LLC	958.98
17-P0045380	3/7/2017	12	Biology	Contracted Services	GAUNTLET SYSTEMS LLC	14,000.00
17-P0045381	3/7/2017	12	EOPS	Other Exp Paid for Students	SVM LP	14,800.00
17-P0045382	3/8/2017	12	Student Activities	Contracted Services	KIRKWOOD KIRK	250.00
17-P0045383	3/8/2017	12	Student Equity	Conference Expenses	CCLC COMMUNITY COLLEGE LEAGUE	1,200.00
17-P0045384	3/8/2017	12	Chemistry	Instructional Supplies	VWR FUNDING INC	272.88
17-P0045386	3/8/2017	12	Student Activities	Contracted Services	MYRICK JAMAL J.	250.00
17-P0045387	3/8/2017	13	Maintenance	Contracted Services	OWENS STEVE	4,000.00
17-P0045388	3/8/2017	12	SAC Continuing Ed-Instruction	Instructional Supplies	DON BOOKSTORE	161.63
17-P0045389	3/8/2017	12	Fire Technology	Instructional Supplies	ANVIL CASES INC	1,616.25
17-P0045390	3/8/2017	12	Counseling	Reproduction/Printing Expenses	DREAMMAKER PUBLISHING INC	587.76
17-P0045391	3/8/2017	13	Human Svcs & Technology Office	Contracted Services	PAPER DEPOT DOCUMENT	750.00
17-P0045392	3/8/2017	11	Kinesiology - Intercoll Athlet	Rental - Other (Short-term)	STATE OF CALIFORNIA, DEPT OF PARKS & RECREATION	230.00
17-P0045393	3/8/2017	12	Modern Languages	Instructional Supplies	AMAZON COM	100.48
17-P0045394	3/9/2017	11	Networking	Contracted Repair Services	D4 SOLUTIONS INC.	2,888.44
17-P0045395	3/9/2017	12	Pathways to Teaching	Conference Expenses	WELLS FARGO BANK	482.88
17-P0045396	3/9/2017	33	EHS Administration	Conference Expenses	JULISA I. COVARRUBIAS	390.00
17-P0045397	3/9/2017	33	EHS Administration	Conference Expenses	LAURA E. MONTALBETTI DE PEREZ	390.00
17-P0045398	3/9/2017	11	Facility Planning Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	256.97
17-P0045399	3/9/2017	12	EOPS	Other Exp Paid for Students	DON BOOKSTORE	2,100.00
17-P0045400	3/9/2017	12	Music	Equip-All Other >\$1,000<\$5,000	APPLE COMPUTER INC	27,606.23
17-P0045401	3/9/2017	11	CJ/Academies	Inst Dues & Memberships	ORANGE COUNTY TRAINING	100.00
17-P0045402	3/9/2017	12	Television (TV/Film/Video)	Equip-All Other >\$1,000<\$5,000	APPLE COMPUTER INC	71,776.19
17-P0045403	3/9/2017	12	Continuing Education Division	Reproduction/Printing Expenses	CAUDILLO MARK	808.13

4.10 (17)

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0045404	3/9/2017	12	Music	Instructional Supplies	JW PEPPER & SON INC.	400.00
17-P0045405	3/9/2017	12	Orange Educ Ctr-Instruction	Instructional Supplies	SEHI COMPUTER PRODUCTS	1,648.14
17-P0045406	3/9/2017	12	Sci, Math, Health Sci Office	Instructional Supplies	FISHER SCIENTIFIC	9,066.05
17-P0045407	3/9/2017	12	SAC Continuing Ed-Instruction	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	33,434.05
17-P0045408	3/9/2017	13	Counseling Office	Non-Instructional Supplies	B & H PHOTO VIDEO INC	5,172.00
17-P0045409	3/9/2017	12	Small Business Dev Ctr Office	Equip-Fed Prgm >\$1,000< \$5,000	B & H PHOTO VIDEO INC	1,054.89
17-P0045410	3/9/2017	11	Board of Trustees	Conference Expenses	WELLS FARGO BANK	739.25
17-P0045411	3/9/2017	11	Facility Planning Office	Equip-All Other >\$1,000<\$5,000	DELL COMPUTER	3,309.84
17-P0045412	3/9/2017	12	Student Equity	Non-Instructional Supplies	DON BOOKSTORE	62.21
17-P0045413	3/9/2017	12	Biology	Transportation - Student	CERTIFIED TRANSPORTATIONS	1,326.00
17-P0045414	3/9/2017	12	Student Equity	Non-Instructional Supplies	DON BOOKSTORE	182.49
17-P0045415	3/9/2017	12	Theatre Arts	Instructional Supplies	CHRISTOPHER G. CANNON	2,316.64
17-P0045416	3/9/2017	12	EOPS	Rental - Other (Short-term)	CLASSIC PARTY RENTALS	4,870.85
17-P0045417	3/9/2017	13	Maintenance	Contracted Services	MATSON BACKHOE & CONSTRUCTION	13,878.30
17-P0045418	3/9/2017	11	District Wide Technology	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	9,650.10
17-P0045419	3/9/2017	11	Facility Planning Office	Non-Instructional Supplies	AMAZON COM	59.89
17-P0045420	3/9/2017	12	Biology	Instructional Supplies	FISHER SCIENTIFIC	437.52
17-P0045421	3/9/2017	12	Upward Bound	Contracted Services	SERRANO SERAFIN	2,500.00
17-P0045422	3/10/2017	12	Continuing Education Division	Contracted Services	D4 SOLUTIONS INC.	733.51
17-P0045423	3/10/2017	11	Maintenance	Contracted Repair Services	KELLY DAVID KENT	650.12
17-P0045424	3/10/2017	12	EOPS	Conference Expenses	CCCEOPSA CALIF COM COLL	125.00
17-P0045425	3/10/2017	12	EOPS	Conference Expenses	WMK SACRAMENTO LLC	218.50
17-P0045426	3/10/2017	12	Center for Teacher Education	Contracted Services	MIKHAIL NANCY	250.00
17-P0045427	3/10/2017	12	Special Services Office	Contracted Services	UFC GYM GARDEN GROVE	200.00
17-P0045428	3/10/2017	12	Biology	Instructional Supplies	HANNA INSTRUMENTS USA INC	2,268.35
17-P0045429	3/10/2017	12	Biology	Equip-All Other >\$200 < \$1,000	NASCO	2,975.11
17-P0045430	3/10/2017	11	District Wide Technology	Contracted Services	SADA SYSTEMS INC	5,850.00
17-P0045431	3/10/2017	13	Santiago Canyon College	Contracted Services	DAVIS BARBER PRODUCTIONS INC	3,706.47
17-P0045432	3/10/2017	12	Biology	Instructional Supplies	USA SCIENTIFIC INC	466.13
17-P0045433	3/10/2017	12	Counseling	Books, Mags & Subscrip-Non-Lib	DON BOOKSTORE	1,850.00
17-P0045434	3/10/2017	12	Pathways to Teaching	Fees Paid for Students	RANCHO SANTIAGO COMMUNITY COLL. DIST.	600.00
17-P0045435	3/10/2017	12	Resource Development	Inst Dues & Memberships	OCBC ORANGE CTY BUS COUNCIL	5,000.00
17-P0045436	3/10/2017	12	Upward Bound	Food and Food Service Supplies	SANCHEZ ANA L	515.00
17-P0045437	3/10/2017	12	Learning Support Center	Non-Instructional Supplies	SOCCER JUNCTION	880.53
17-P0045438	3/10/2017	12	Chemistry	Instructional Supplies	FISHER SCIENTIFIC	3,460.90
17-P0045439	3/10/2017	12	Chemistry	Instructional Supplies	SIGMA ALDRICH INC	2,012.71
17-P0045440	3/10/2017	12	Geology	Instructional Supplies	PASCO SCIENTIFIC	3,114.00

4.10 (18)

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

Purchase Order List

02/01/2017 thru 03/10/2017

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0045441	3/10/2017	12	Biology	Contracted Repair Services	K & R TECHNOLOGIES LLC	3,848.23
17-P0045442	3/10/2017	12	Automotive Technology/Engine	Instructional Supplies	KLEIN EDUCATIONAL SYSTEM LLC	3,944.09
17-P0045443	3/10/2017	12	Television (TV/Film/Video)	Software License and Fees	SWEETWATER SOUND	9,746.79
17-P0045444	3/10/2017	11	Administrative Services Office	Reproduction/Printing Expenses	WE DO GRAPHICS INC	1,389.98
17-P0045445	3/10/2017	12	Automotive Technology/Engine	Equip-All Other > \$5,000	KLEIN EDUCATIONAL SYSTEM LLC	13,120.56
17-P0045446	3/10/2017	12	Automotive Technology/Engine	Instructional Supplies	AUTOMOTIVE ELECTRONIC SVCS	8,379.58
17-P0045447	3/10/2017	11	District Wide Technology	Software License and Fees	VPLS SOLUTIONS LLC	29,982.78
17-P0045448	3/10/2017	12	Student Development	Instructional Supplies	DON BOOKSTORE	100.00
17-P0045449	3/10/2017	12	Modern Languages	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	44.87
17-P0045450	3/10/2017	12	Human Resources Office	Personnel Recruiting	JOB ELEPHANT COM INC	1,000.00
17-P0045451	3/10/2017	12	Health & Wellness	Equip-All Other >\$1,000<\$5,000	DELL COMPUTER	1,629.86
17-P0045452	3/10/2017	12	Television (TV/Film/Video)	Instructional Supplies	RIO GRANDE JEWELRY & GEMS	935.00
17-P0045453	3/10/2017	12	Fine & Performing Arts Office	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,500.00
17-P0045454	3/10/2017	11	Human Resources Office	Personnel Recruiting	JOB ELEPHANT COM INC	1,750.00
17-P0045455	3/10/2017	12	Continuing Education Division	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,000.00
17-P0045456	3/10/2017	12	Scholarships Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,000.00
17-P0045457	3/10/2017	12	Human Svcs & Technology Office	Instructional Supplies	STATER BROS	750.00
17-P0045458	3/10/2017	12	Graphics	Instructional Supplies	AARDVARK CLAY & SUPPLIES	500.00
17-P0045459	3/10/2017	12	Art	Contracted Services	APPLIED COMPUTER SYSTEMS INC	19,395.65
17-P0045460	3/10/2017	12	Television (TV/Film/Video)	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	200.00
17-P0045461	3/10/2017	12	Continuing Education Division	Food and Food Service Supplies	SMART & FINAL	250.00
17-P0045462	3/10/2017	12	Biology	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	131.37
17-P0045463	3/10/2017	12	Continuing Education Division	Non-Instructional Supplies	AAMES LOCK & SAFE CO	300.00
17-P0045464	3/10/2017	11	District Wide Technology	Non-Instructional Supplies	CABLE EXPRESS CORP	2,692.01
17-P0045465	3/10/2017	11	Maintenance & Operations	Contracted Repair Services	A & D FIRE SPRINKLERS INC	1,720.00
17-P0045466	3/10/2017	12	Fine & Performing Arts Office	Instructional Supplies	WOODWIND & BRASSWIND	493.99
17-P0179428	2/16/2017	12	Resource Development	Contracted Services	ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT	50,000.00
17-P0179429	2/3/2017	12	Resource Development	Contracted Services	MOUNT SAN ANTONIO COLLEGE	50,000.00
17-P0179430	2/8/2017	12	Resource Development	Contracted Services	FOOTHILL-DEANZA COMMUNITY COLLEGE DI	50,000.00
17-P0179431	2/13/2017	11	District Wide Technology	Software Support Service-Fixed	SMS SYSTEMS MAINTENANCE SERVICES INC	2,720.50
17-P0179432	2/15/2017	12	Resource Development	Contracted Services	MODESTO JUNIOR COLLEGE	50,000.00
17-P0179433	2/21/2017	12	Resource Development	Contracted Services	SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT	50,000.00
17-P0179434	2/24/2017	12	Resource Development	Contracted Services	LOS ANGELES COMMUNITY COLLEGE DISTRICT	50,000.00
17-P0179435	2/24/2017	12	Biology	Contracted Services	NORTH ORANGE COUNTY CCD	158,724.00
17-P0179436	3/1/2017	12	Resource Development	Contracted Services	NORTH ORANGE COUNTY CCD	50,000.00
17-P0179437	3/2/2017	13	Administrative Services Office	Software License and Fees	NUVENTIVE LLC	30,368.00
17-P0179438	3/9/2017	12	Resource Development	Contracted Services	YUBA COMMUNITY COLLEGE DISTRICT	50,000.00

4.10 (19)

Legend: \* = Multiple Funds for this P.O.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

<b>P.O. #</b>	<b>Date</b>	<b>Fund</b>	<b>Department</b>	<b>Description</b>	<b>Vendor Name</b>	<b>PO Amount</b>	
17-P0179439	3/9/2017	1	12	Resource Development	Contracted Services	SOUTHWESTERN COMMUNITY COLLEGE DIST	50,000.00
17-P0179440	3/9/2017	1	12	Resource Development	Contracted Services	STATE CENTER COMMUNITY COLLEGE DIST	50,000.00
<b>Grand Total :</b>						<b>3,725,646.50</b>	

4:10 (20)

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.

Printed: 3/13/2017 8:20:43AM

Environment: Colleague

LoginID: DR21189

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM FEBRUARY 01, 2017 THROUGH MARCH 10, 2017  
BOARD MEETING OF MARCH 27, 2017**

P.O. #	Amount	Description	Department	Comment
17-P0044807	\$16,654.75	Instructional training for Fire Fighters -City of Huntington Beach	SAC-Fire Tech	Board Approved: November 19, 2007
17-P0044809	\$17,732.43	Instructional training for Fire Fighters -City of Riverside	SAC-Fire Tech	Board Approved: July 20, 2015
17-P0044810	\$16,927.75	Instructional training for Fire Fighters -City of Corona	SAC-Fire Tech	Board Approved: May 27, 2008
17-P0044811	\$21,283.97	Instructional training for Fire Fighters -City of Laguna Beach	SAC-Fire Tech	Board Approved: November 19, 2007
17-P0044816	\$22,000.00	Spring 2017 textbook vouchers for SCC EOPS students	SCC-EOPS	
17-P0044818	\$36,338.13	3D Gage inspection machine and software	SAC-Manufacturing Technology	Received Quotations: * 1. Paton Group 2. Verisurf * Successful Bidder
17-P0044840	\$443,000.00	Site Wall Improvement Project at Orange County Sheriff's Regional Training Academy	DO-Facility Planning	Bid #1307 Board Approved: January 9, 2017

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM FEBRUARY 01, 2017 THROUGH MARCH 10, 2017  
BOARD MEETING OF MARCH 27, 2017**

P.O. #	Amount	Description	Department	Comment
17-P0044879	\$31,007.60	Industrial shelving and relocation project at Santiago Canyon College	DO-Facility Planning	Received Quotations: * 1. Marathon Business Solution 2. Pal Id Studio Inc (did not respond) 3. McMurray Stern (did not respond) 4. Best Rack (did not respond) 5. Interlake Mecalux (did not respond) * Successful Bidder
17-P0044901	\$30,000.00	Independent contractor to provide research, data analysis, and creation of database to understand the successes and or failures of our programs and investments into those programs	DO-Educational Services	Board Approved: February 6, 2017
17-P0044946	\$21,147.92	Accesspoints and mounting hardware for wireless network	DO-ITS	Received Quotations: * 1. Optiv 2. Nth Generation 3. Golden Star Tech * Successful Bidder
17-P0044987	\$65,984.95	HP desktop computers and extended warranty	SAC-Continuing Ed-Instruction	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #MNNVP-133 Board Approved: November 9, 2015
17-P0045008	\$78,936.00	Door replacement (Buildings C, H, L, R, & S) at Santa Ana College	DO-Facility Planning	Bid #1310 Board Approved: February 27, 2017
17-P0045030	\$26,355.60	Advertisement campaign for student recruitment	SAC-Admin Services	

4.10 (23)

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM FEBRUARY 01, 2017 THROUGH MARCH 10, 2017  
BOARD MEETING OF MARCH 27, 2017**

P.O. #	Amount	Description	Department	Comment
17-P0045039	\$38,763.07	Student, Faculty, and Staff Identification Cards	SAC-Student Service	Received Quotations: * 1. CI Solution 2. ID Edge * Successful Bidder
17-P0045062	\$22,426.60	Textbook for computer application class	SAC-Continuing Ed-Instruction	
17-P0045068	\$17,603.00	Window replacement project at the District Office	DO-Facility Planning	Received Quotations: * 1. High Rise Glass & Doors, Inc 2. Glass Tech USA (did not respond) 3. Golden Glass (did not respond) * Successful Bidder
17-P0045093	\$100,484.43	November general election for trustee area 1, 3, 5 & 7	DO-Fiscal Services	
17-P0045094	\$23,700.00	Legal services and management training	DO-Human Resources	Board Approved: September 12, 2016
17-P0045121	\$248,532.00	Irrigation controller upgrades at Santiago Canyon College	DO-Facility Planning	Bid #1313 Board Approved: February 6, 2017
17-P0045152	\$21,105.64	HP server and miscellaneous components	DO-ITS	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #MNNVP-134 Board Approved: November 9, 2015

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM FEBRUARY 01, 2017 THROUGH MARCH 10, 2017  
BOARD MEETING OF MARCH 27, 2017**

P.O. #	Amount	Description	Department	Comment
17-P0045212	\$26,983.24	Audience riser system for Santiago Canyon College	SCC-Theater	Received Quotations: * 1. StateRight Corp 2. Staging Concepts 3. Wenger * Successful Bidder
17-P0045284	\$29,587.72	Ergonomic task chairs, side chairs, and conference table	SAC-Counseling	Purchased from the Hawthorne USD Bid #13-14-1 Board Approved: March 24, 2014
17-P0045295	\$50,155.12	Carpet materials and installation at Orange County Sheriff's Regional Training Academy	SAC-Admin Services	Purchased from the California Multiple Award Schedule (CMAS) Contract #4-14-72-0057A Board Approved: May 31, 2016
17-P0045314	\$21,810.80	Refurbished HP desktop computers, monitor and extended warranty	SAC-ITS	
17-P0045315	\$18,000.00	Miscellaneous custodial supplies	SAC-Custodial	Purchased from the California Multiple Award Schedule (CMAS) Contract #4-13-73-0024A Board Approved: April 13, 2015
17-P0045353	\$50,000.00	Architectural design services for the emergency improvements to Johnson Student Center	DO-Facility Planning	Resolution No. 17-01 Board Approved: February 6, 2017

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM FEBRUARY 01, 2017 THROUGH MARCH 10, 2017  
BOARD MEETING OF MARCH 27, 2017**

P.O. #	Amount	Description	Department	Comment
17-P0045364	\$20,212.68	Microsoft surface tablets, keyboards, and 3-year warranty	SAC-Math	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #MNNVP-133 Board Approved: November 9, 2015
17-P0045372	\$74,958.68	HP desktop computers and extended warranty	OEC-IEP	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #MNNVP-133 Board Approved: November 9, 2015
17-P0045400	\$27,606.23	Apple desktop computers and extended warranty	SAC-TV Video	Sole Source Board approved: July 25, 2005
17-P0045402	\$71,776.19	Apple desktop computers and extended warranty	SAC-TV Video	Sole Source Board Approved: July 25, 2005
17-P0045407	\$33,434.05	HP desktop computers, monitor and extended warranty	CEC-Business Skills	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #MNNVP-133 Board Approved: November 9, 2015
17-P0045447	\$29,982.78	Data storage, backup restoration and replication software license	DO-ITS	Received Quotations: * 1. VPLS Solutions LLC 2. CDW-G * Successful Bidder

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM FEBRUARY 01, 2017 THROUGH MARCH 10, 2017  
BOARD MEETING OF MARCH 27, 2017**

P.O. #	Amount	Description	Department	Comment
17-P0045459	\$19,395.65	Control system for 3D animation classroom	SAC-FAPA	Received Quotations: * 1. Applied Computer Systems Inc 2. Smart Class/Robotel * Successful Bidder
17-P0179428	\$50,000.00	Agreement with Antelope Valley CCD on behalf of the Antelope Valley College, Grant #15-197-001 from CCCC to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: November 14, 2016
17-P0179429	\$50,000.00	Agreement with Mount San Antonio CCD on behalf of the Mount San Antonio College, Grant #15-197-001 from CCCC to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: July 18, 2016
17-P0179430	\$50,000.00	Agreement with Foothill-De Anza CCD on behalf of the De Anza College, Grant #15-197-001 from CCCC to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: September 26, 2016
17-P0179432	\$50,000.00	Agreement with Yosemite CCD on behalf of the Modesto Junior College, Grant #15-197-001 from CCCC to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: July 18, 2016
17-P0179433	\$50,000.00	Agreement with San Mateo CCD on behalf of the College of San Mateo, Grant #15-197-001 from CCCC to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: October 24, 2016

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM FEBRUARY 01, 2017 THROUGH MARCH 10, 2017  
BOARD MEETING OF MARCH 27, 2017**

P.O. #	Amount	Description	Department	Comment
17-P0179434	\$50,000.00	Agreement with Los Angeles CCD on behalf of Los Angeles Harbor College, Grant #15-197-001 from CCCCCO to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: September 12, 2016
17-P0179435	\$158,724.00	Agreement with North Orange County CCD on behalf of Fullerton College, Grant #1502064 to implement the Orange County Biotechnology Collaborative Project	DO-Grants	Board Approved: September 14, 2015
17-P0179436	\$50,000.00	Agreement with North Orange County CCD on behalf of the School of Continuing Education, Grant #15-197-001 from CCCCCO to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: October 24, 2016
17-P0179437	\$30,368.00	Annual subscription renewal for TracDat software license	SAC-Admin Services	Board Approved: March 10, 2014
17-P0179438	\$50,000.00	Agreement with Yuba CCD on behalf of Yuba College, Grant #15-197-001 from CCCCCO to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: October 24, 2016
17-P0179439	\$50,000.00	Agreement with Southwestern CCD on behalf of Southwestern Community College, Grant #15-197-001 from CCCCCO 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 FEBRUARY 01, 2017 THROUGH MARCH 10, 2017  
BOARD MEETING OF MARCH 27, 2017

P.O. #	Amount	Description	Department	Comment
17-P0179440	\$50,000.00	Agreement with State Center CCD on behalf of Fresno City College, Grant #15-197-001 from CCCCO to implement the Career Technical Education Data Unlocked Program	DO-Grants	Board Approved: August 15, 2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-B0001167	2/21/2017	79	Cashier's Office	Non-Instructional Supplies	CARD INTEGRATORS INC	124.99
17-B0001168	2/28/2017	72	Student Development	Conference Expenses	WELLS FARGO BANK	6,244.80
17-B0001169	3/6/2017 1	81	Auxiliary Services Office	Diversified Agency Fund Expens	MICHELANGELO LEASING INC	1,050.00
17-B0001170	3/6/2017 1	79	A&R Office - Credit	Non-Instructional Supplies	DON BOOKSTORE	503.97
17-B0001172	3/6/2017 1	79	A&R Office - Credit	Equip-Software > \$5,000	ECS IMAGING INC	5,293.36
<b>Grand Total :</b>						<b>13,217.12</b>

4:10 (30)

**Board Meeting of 3/27/2017  
Bookstore Fund Purchase Order List  
02/11/17 thru 03/10/17**

<b>P.O. #</b>	<b>Date</b>	<b>Fund</b>	<b>Department</b>	<b>Description</b>	<b>Vendor Name</b>	<b>Amount</b>
GM-CAF000375	2/15/2017	31	SAC Café	General Merchandise	BARRY'S DISTRIBUTING	\$58.50
GM-CAF000376	2/15/2017	31	SAC Café	General Merchandise	RYAN DISTRUBUTORS	\$1,928.72
GM-CAF000378	2/28/2017	31	SAC Café	General Merchandise	BARRY'S DISTRIBUTING	\$45.00
GM-CAF000379	2/28/2017	31	SAC Café	General Merchandise	RYAN DISTRUBUTORS	\$1,739.01
GM-CAF000380	2/28/2017	31	SAC Café	General Merchandise	BROWN BAG SANDWICH CO	\$1,610.04
GM-CAF000381	2/28/2017	31	SAC Café	General Merchandise	BROWN BAG SANDWICH CO	\$745.50
GM-CAF000382	2/28/2017	31	SAC Café	General Merchandise	BROWN BAG SANDWICH CO	\$1,782.19
GM-CAF000383	2/28/2017	31	SAC Café	General Merchandise	BROWN BAG SANDWICH CO	\$2,059.48
GM-CAF000384	3/6/2017	31	SAC Café	General Merchandise	BARRY'S DISTRIBUTING	\$142.44
GM-CAF000385	3/6/2017	31	SAC Café	General Merchandise	RYAN DISTRUBUTORS	\$218.00
GM-CAF000386	3/6/2017	31	SAC Café	General Merchandise	RYAN DISTRUBUTORS	\$3,026.87
GM-CAF000387	3/6/2017	31	SAC Café	General Merchandise	RYAN DISTRUBUTORS	\$2,410.38
GM-CAF000388	3/7/2017	31	SAC Café	General Merchandise	BROWN BAG SANDWICH CO	\$1,167.10
GM-CAF000389	3/7/2017	31	SAC Café	General Merchandise	PEPSI COLA CO	\$1,469.21
GM-CAF000390	3/7/2017	31	SAC Café	General Merchandise	PEPSI COLA CO	\$839.73
GM-CAF000391	3/7/2017	31	SAC Café	General Merchandise	PEPSI COLA CO	\$2,476.04
GM-CAF000392	3/7/2017	31	SAC Café	General Merchandise	PEPSI COLA CO	\$1,702.12
GM-CAF000393	3/8/2017	31	SAC Café	General Merchandise	BAZIC PRODUCTS	\$262.80
GM-CAF000395	3/6/2017	31	SAC Café	General Merchandise	BARRY'S DISTRIBUTING	\$135.00
GM-EXPR001105	2/28/2017	31	Don Express	General Merchandise	BARRY'S DISTRIBUTING	\$215.64
GM-EXPR001106	2/28/2017	31	Don Express	General Merchandise	BARRY'S DISTRIBUTING	\$54.00
GM-EXPR001107	2/28/2017	31	Don Express	General Merchandise	RYAN DISTRUBUTORS	\$925.33
GM-EXPR001108	2/28/2017	31	Don Express	General Merchandise	RYAN DISTRUBUTORS	\$1,549.28
GM-EXPR001109	2/28/2017	31	Don Express	General Merchandise	BROWN BAG SANDWICH CO	\$417.35
GM-EXPR001110	2/28/2017	31	Don Express	General Merchandise	BROWN BAG SANDWICH CO	\$622.51
GM-EXPR001111	2/28/2017	31	Don Express	General Merchandise	BROWN BAG SANDWICH CO	\$805.54
GM-EXPR001112	2/28/2017	31	Don Express	General Merchandise	BROWN BAG SANDWICH CO	\$1,093.12
GM-EXPR001113	3/6/2017	31	Don Express	General Merchandise	RYAN DISTRUBUTORS	\$938.05
GM-EXPR001114	3/7/2017	31	Don Express	General Merchandise	BROWN BAG SANDWICH CO	\$865.74
GM-EXPR001115	3/7/2017	31	Don Express	General Merchandise	PEPSI COLA CO	\$1,909.17
GM-EXPR001116	3/7/2017	31	Don Express	General Merchandise	PEPSI COLA CO	\$748.88
GM-EXPR001117	3/7/2017	31	Don Express	General Merchandise	PEPSI COLA CO	\$1,678.08
GM-EXPR001118	3/7/2017	31	Don Express	General Merchandise	PEPSI COLA CO	\$1,318.11
GM-EXPR001119	3/8/2017	31	Don Express	General Merchandise	BROWN BAG SANDWICH CO	\$985.91
GM-EXPR001120	3/6/2017	31	Don Express	General Merchandise	RYAN DISTRUBUTORS	\$1,899.05
GM-EXPR001121	3/6/2017	31	Don Express	General Merchandise	BARRY'S DISTRIBUTING	\$209.26
GM-HAWK002200	2/13/2017	31	Hawk Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$736.36

Board Meeting of 3/27/2017  
 Bookstore Fund Purchase Order List  
 02/11/17 thru 03/10/17

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
GM-HAWK002201	2/13/2017	31	Hawk Bookstore	General Merchandise	MW FOOD DISTRIBUTION	\$229.52
GM-HAWK002202	2/15/2017	31	Hawk Bookstore	General Merchandise	JANSPORT CO	\$165.30
GM-HAWK002203	2/15/2017	31	Hawk Bookstore	General Merchandise	FOUR POINT PRODUCTS	\$123.36
GM-HAWK002204	2/15/2017	31	Hawk Bookstore	General Merchandise	MW FOOD DISTRIBUTION	\$93.42
GM-HAWK002205	2/16/2017	31	Hawk Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$390.88
GM-HAWK002206	2/16/2017	31	Hawk Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$679.81
GM-HAWK002207	2/21/2017	31	Hawk Bookstore	General Merchandise	MASCOT FACTORY	\$247.20
GM-HAWK002208	2/21/2017	31	Hawk Bookstore	General Merchandise	ROARING SPRING	\$354.72
GM-HAWK002209	2/21/2017	31	Hawk Bookstore	General Merchandise	BARRY'S DISTRIBUTING	\$199.56
GM-HAWK002210	2/22/2017	31	Hawk Bookstore	General Merchandise	FOUR POINT PRODUCTS	\$207.72
GM-HAWK002212	2/23/2017	31	Hawk Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$625.62
GM-HAWK002213	2/23/2017	31	Hawk Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$729.02
GM-HAWK002214	2/23/2017	31	Hawk Bookstore	General Merchandise	PEPSI COLA CO	\$1,074.60
GM-HAWK002215	2/27/2017	31	Hawk Bookstore	General Merchandise	PENS ETC.	\$1,569.80
GM-HAWK002216	2/27/2017	31	Hawk Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$866.68
GM-HAWK002217	2/27/2017	31	Hawk Bookstore	General Merchandise	NACSCORP	\$181.70
GM-HAWK002218	2/28/2017	31	Hawk Bookstore	General Merchandise	BARRY'S DISTRIBUTING	\$49.86
GM-HAWK002219	3/1/2017	31	Hawk Bookstore	General Merchandise	MW FOOD DISTRIBUTION	\$69.00
GM-HAWK002220	3/1/2017	31	Hawk Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$507.37
GM-HAWK002221	3/1/2017	31	Hawk Bookstore	General Merchandise	PEPSI COLA CO	\$771.54
GM-HAWK002223	3/6/2017	31	Hawk Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$873.53
GM-HAWK002224	3/6/2017	31	Hawk Bookstore	General Merchandise	MW FOOD DISTRIBUTION	\$99.08
GM-HAWK002226	3/7/2017	31	Hawk Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$806.01
GM-HAWK002227	3/7/2017	31	Hawk Bookstore	General Merchandise	BARRY'S DISTRIBUTING	\$142.62
GM-HAWK002228	3/7/2017	31	Hawk Bookstore	General Merchandise	OAK HALL CAP & GOWNS	\$1,775.00
GM-HAWK002229	3/7/2017	31	Hawk Bookstore	General Merchandise	OAK HALL CAP & GOWNS	\$7,614.50
GM-HAWK002230	3/8/2017	31	Hawk Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$500.31
GM-HAWK002231	3/8/2017	31	Hawk Bookstore	General Merchandise	PEPSI COLA CO	\$1,325.76
GM-HAWK002232	3/9/2017	31	Hawk Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$974.30
GM-HAWK002233	3/10/2017	31	Hawk Bookstore	General Merchandise	SCANTRON CORP	\$3,285.00
TX-CEC000397	2/22/2017	31	CEC Bookstore	Textbook	OXFORD UNIVERSITY PRESS,	\$442.25
TX-DON004251	2/12/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$260.88
TX-DON004252	2/13/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$797.28
TX-DON004254	2/14/2017	31	SAC Bookstore	Textbook	HOPKINS FULFILLMENT SERVICES	\$1,436.40
TX-DON004255	2/14/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$1,391.46
TX-DON004256	2/15/2017	31	SAC Bookstore	Textbook	DAWN SIGN PRESS	\$239.60
TX-DON004257	2/15/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$383.12

Board Meeting of 3/27/2017  
 Bookstore Fund Purchase Order List  
 02/11/17 thru 03/10/17

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-DON004258	2/15/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$1,159.89
TX-DON004259	2/15/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$1,154.25
TX-DON004260	2/15/2017	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$3,153.00
TX-DON004261	2/15/2017	31	SAC Bookstore	Textbook	OXFORD UNIVERSITY PRESS,	\$394.20
TX-DON004262	2/16/2017	31	SAC Bookstore	Textbook	MPS FORMERLY VHPS	\$2,000.00
TX-DON004263	2/16/2017	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$2,225.00
TX-DON004265	2/16/2017	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$1,740.00
TX-DON004266	2/16/2017	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$62.40
TX-DON004268	2/16/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$150.00
TX-DON004269	2/16/2017	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$359.25
TX-DON004270	2/16/2017	31	SAC Bookstore	Textbook	AMAZON	\$703.72
TX-DON004272	2/16/2017	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$893.25
TX-DON004273	2/16/2017	31	SAC Bookstore	Textbook	AMAZON	\$92.95
TX-DON004274	2/16/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$750.30
TX-DON004275	2/16/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$748.17
TX-DON004276	2/16/2017	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$755.00
TX-DON004277	2/21/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$328.70
TX-DON004278	2/21/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$435.28
TX-DON004279	2/21/2017	31	SAC Bookstore	Textbook	AMAZON	\$247.00
TX-DON004280	2/21/2017	31	SAC Bookstore	Textbook	HAROLD SMITH	\$600.00
TX-DON004281	2/22/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$469.69
TX-DON004282	2/22/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$337.75
TX-DON004283	2/22/2017	31	SAC Bookstore	Textbook	NACSCORP	\$2,175.00
TX-DON004284	2/22/2017	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$802.50
TX-DON004285	2/22/2017	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$276.00
TX-DON004286	2/22/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$295.67
TX-DON004287	2/22/2017	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$1,605.00
TX-DON004289	2/22/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$10.00
TX-DON004290	2/23/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$320.39
TX-DON004291	2/23/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$952.35
TX-DON004292	2/23/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$49.58
TX-DON004293	2/23/2017	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$1,264.35
TX-DON004294	2/23/2017	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$1,024.75
TX-DON004295	2/23/2017	31	SAC Bookstore	Textbook	HARPER COLLINS TRADE DIV.	\$123.50
TX-DON004297	2/24/2017	31	SAC Bookstore	Textbook	PARADIGM PUBLISHING CO.	\$859.00
TX-DON004298	2/24/2017	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$1,489.00
TX-DON004299	2/24/2017	31	SAC Bookstore	Textbook	NACSCORP	\$193.20

Board Meeting of 3/27/2017  
 Bookstore Fund Purchase Order List  
 02/11/17 thru 03/10/17

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-DON004300	2/24/2017	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$131.75
TX-DON004301	2/24/2017	31	SAC Bookstore	Textbook	AMAZON	\$179.40
TX-DON004302	2/24/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$1,460.65
TX-DON004303	2/24/2017	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$1,972.00
TX-DON004304	2/27/2017	31	SAC Bookstore	Textbook	NACSCORP	\$128.80
TX-DON004305	2/27/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$509.40
TX-DON004306	2/28/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$370.10
TX-DON004307	2/28/2017	31	SAC Bookstore	Textbook	NACSCORP	\$122.76
TX-DON004308	2/28/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$338.35
TX-DON004309	2/28/2017	31	SAC Bookstore	Textbook	SAGE PUBLICATIONS, INC.	\$1,600.00
TX-DON004310	2/28/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$361.05
TX-DON004311	2/28/2017	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$599.85
TX-DON004312	2/28/2017	31	SAC Bookstore	Textbook	ARGUS	\$2,275.00
TX-DON004313	2/28/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$902.81
TX-DON004314	2/28/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$445.46
TX-DON004315	2/28/2017	31	SAC Bookstore	Textbook	NACSCORP	\$60.00
TX-DON004316	3/1/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$78.80
TX-DON004317	3/1/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$28.87
TX-DON004318	3/1/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$23.72
TX-DON004320	3/2/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$177.50
TX-DON004321	3/2/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$223.75
TX-DON004322	3/2/2017	31	SAC Bookstore	Textbook	AMAZON	\$42.75
TX-DON004324	3/2/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$249.93
TX-DON004325	3/2/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$43.75
TX-DON004326	3/2/2017	31	SAC Bookstore	Textbook	AMAZON	\$75.69
TX-DON004327	3/6/2017	31	SAC Bookstore	Textbook	HARPER COLLINS TRADE DIV.	\$227.85
TX-DON004328	3/6/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$162.50
TX-DON004329	3/6/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$233.40
TX-DON004330	3/7/2017	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$2,124.00
TX-DON004331	3/7/2017	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$1,227.00
TX-DON004333	3/7/2017	31	SAC Bookstore	Textbook	NACSCORP	\$374.40
TX-DON004334	3/7/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$347.52
TX-DON004335	3/7/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$57.92
TX-DON004336	3/7/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$213.00
TX-DON004337	3/8/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$143.25
TX-DON004338	3/8/2017	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$62.25
TX-DON004339	3/8/2017	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$871.50

Board Meeting of 3/27/2017  
 Bookstore Fund Purchase Order List  
 02/11/17 thru 03/10/17

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-DON004340	3/8/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$980.40
TX-DON004341	3/9/2017	31	SAC Bookstore	Textbook	SOUTHWEST ED ENTERPRISES	\$336.00
TX-DON004342	3/9/2017	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$146.00
TX-DON004343	3/9/2017	31	SAC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$1,785.00
TX-DON004344	3/9/2017	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$1,524.00
TX-DON004345	3/9/2017	31	SAC Bookstore	Textbook	NACSCORP	\$119.70
TX-DON004346	3/9/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$6.50
TX-DON004347	3/9/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$1,415.00
TX-DON004348	3/10/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$65.00
TX-DON004349	3/10/2017	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$43.75
TX-DON004350	3/10/2017	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$2,871.90
TX-DON004351	3/10/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$302.94
TX-DON004352	3/10/2017	31	SAC Bookstore	Textbook	OXFORD UNIVERSITY PRESS,	\$98.55
TX-DON004353	3/10/2017	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$235.88
TX-DON004354	3/10/2017	31	SAC Bookstore	Textbook	AMAZON	\$1,395.69
TX-DON004396	3/7/2017	31	SAC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$2,560.00
TX-HAWK003233	2/13/2017	31	Hawk Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$757.56
TX-HAWK003234	2/13/2017	31	Hawk Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$577.42
TX-HAWK003235	2/13/2017	31	Hawk Bookstore	Textbook	NACSCORP	\$752.50
TX-HAWK003236	2/13/2017	31	Hawk Bookstore	Textbook	MONTEZUMA PUBLISHING	\$1,417.50
TX-HAWK003237	2/14/2017	31	Hawk Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$7,320.00
TX-HAWK003238	2/15/2017	31	Hawk Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$2,586.00
TX-HAWK003239	2/15/2017	31	Hawk Bookstore	Textbook	KENDALL PUBLISHING	\$1,504.47
TX-HAWK003240	2/15/2017	31	Hawk Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$1,636.63
TX-HAWK003241	2/16/2017	31	Hawk Bookstore	Textbook	JOHN WILEY & SONS, INC	\$2,408.00
TX-HAWK003242	2/16/2017	31	Hawk Bookstore	Textbook	MONTEZUMA PUBLISHING	\$233.55
TX-HAWK003243	2/16/2017	31	Hawk Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$981.94
TX-HAWK003244	2/16/2017	31	Hawk Bookstore	Textbook	PEARSON EDUCATION	\$1,292.20
TX-HAWK003245	2/21/2017	31	Hawk Bookstore	Textbook	JOHN WILEY & SONS, INC	\$94.00
TX-HAWK003247	2/21/2017	31	Hawk Bookstore	Textbook	PEARSON EDUCATION	\$279.90
TX-HAWK003248	2/21/2017	31	Hawk Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$900.00
TX-HAWK003249	2/21/2017	31	Hawk Bookstore	Textbook	MONTEZUMA PUBLISHING	\$45.00
TX-HAWK003250	2/21/2017	31	Hawk Bookstore	Textbook	UNIV. SOUTHERN CALIFORNIA	\$800.00
TX-HAWK003251	2/22/2017	31	Hawk Bookstore	Textbook	PEARSON EDUCATION	\$1,354.50
TX-HAWK003252	2/22/2017	31	Hawk Bookstore	Textbook	PEARSON EDUCATION	\$600.00
TX-HAWK003253	2/22/2017	31	Hawk Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$210.70
TX-HAWK003254	2/22/2017	31	Hawk Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$224.55

<b>P.O. #</b>	<b>Date</b>	<b>Fund</b>	<b>Department</b>	<b>Description</b>	<b>Vendor Name</b>	<b>Amount</b>
TX-HAWK003255	2/23/2017	31	Hawk Bookstore	Textbook	OXFORD UNIVERSITY PRESS,	\$527.60
TX-HAWK003256	2/24/2017	31	Hawk Bookstore	Textbook	AMAZON	\$364.50
TX-HAWK003257	2/27/2017	31	Hawk Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$194.55
TX-HAWK003258	2/27/2017	31	Hawk Bookstore	Textbook	MCGRAW-HILL CREATE (PRIMIS)	\$693.90
TX-HAWK003259	2/27/2017	31	Hawk Bookstore	Textbook	MONTEZUMA PUBLISHING	\$183.65
TX-HAWK003260	2/28/2017	31	Hawk Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$121.26
TX-HAWK003261	3/2/2017	31	Hawk Bookstore	Textbook	PEARSON EDUCATION	\$747.25
TX-HAWK003262	3/7/2017	31	Hawk Bookstore	Textbook	AGAINST THE CLOCK	\$223.96
TX-HAWK003263	3/7/2017	31	Hawk Bookstore	Textbook	MONTEZUMA PUBLISHING	\$171.60
TX-HAWK003264	3/9/2017	31	Hawk Bookstore	Textbook	CENGAGE LEARNING	\$446.25
TX-HAWK003265	3/9/2017	31	Hawk Bookstore	Textbook	KAJITANI EDUCATION	\$284.81
TX-HAWK003266	3/10/2017	31	Hawk Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$97.50

**Grand Total : \$164,839.67**

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

4.10 (37)

**Legend:** \* = Multiple Funds for this P.O.

**Printed:** 3/13/2017 4:02:12PM

**Environment:** Colleague

**LoginID:** KWHITE

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

Educational Services

To:	Board of Trustees	Board Date: March 27, 2017
Re:	Approval of Resource Development Item	
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. Disabled Students Programs & Services (DSPS) (SCC) Annual allocation from the California Community Colleges Chancellor's Office to provide services for disabled students. (16/17). <i>Match is \$363,333 that consists of DSPS staff salary and benefits.</i>	11/28/2016	\$785,760

**RECOMMENDATION**

It is recommended that the Board approve this item and that the Vice Chancellor, Business Operations/Fiscal Services or his designee be authorized to enter into a related contractual agreement on behalf of the district.

Fiscal Impact: \$785,760.00	Board Date: March 27, 2017
Item Prepared by: Maria N. Gil, Resource Development Coordinator	
Item Submitted by: Enrique Perez, J.D., Vice Chancellor of Educational Services	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

**SPECIAL PROJECT DETAILED BUDGET #2230**  
**NAME: Disabled Student Programs and Services (DSPS) - SCC**  
**FISCAL YEAR: 2016/2017**

CONTRACT PERIOD: 07/01/16 - 06/30/17  
 CONTRACT INCOME: \$785,760 - SCC P1 Allocation

PROJ. ADM. Syed Rizvi  
 PROJ. DIR. L. Carr-Rollitt

**Prime Sponsor: CCC Chancellor's Office**  
**Fiscal Agent: Rancho Santiago CCD**  
**Prime Award No.: N/A**

Date: 03/10/17

GL Account	Description	Allocated Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-000000-20000-8623	DSPS : Santiago Canyon Coll		785,760		785,760		-
12-2230-493031-29400-1110	Contract Instructors : DSPS - Lucy Carr-Rollitt (31%) - Mary Mettler (44%) - Laura Wirtz (25%)	101,326		102,804		1,478	
12-2230-493031-29400-3111	STRS - Instructional : DSPS	10,872		12,933		2,061	
12-2230-493031-29400-3321	Medicare - Instructional :	1,488		1,500		12	
12-2230-493031-29400-3411	H & W - Instructional : DSP	23,176		23,615		439	
12-2230-493031-29400-3431	H & W - Retiree Fund Inst :	1,027		1,041		14	
12-2230-493031-29400-3511	SUI - Instructional : DSPS	51		52		1	
12-2230-493031-29400-3611	WCI - Instructional : DSPS	2,462		2,341			121
12-2230-493031-29400-3911	Other Benefits - Instructio	1,250		1,250		-	-
12-2230-493031-29400-4210	Books, Mags & Subscrip-Non-	2,000		1,500			500
12-2230-493031-29400-4310	Instructional Supplies : DS	10,000		5,000			5,000
12-2230-493031-29400-5940	Reproduction/Printing Expen	4,500		5,000		500	
12-2230-493031-29400-5950	Software License and Fees :	15,000		5,000			10,000
12-2230-493031-29400-6410	Equip-All Other >\$1,000<\$5,	15,000		2,000			13,000
12-2230-493031-29400-6414	Equip-Mod Furn>\$1,000 < \$5,	5,000		1,500			3,500
12-2230-493031-29400-6419	Equip-Software > \$5,000 : D	10,000		-			10,000
12-2230-499900-29400-2410	Inst Assistant - Ongoing - Trudy Long - 5 instructional assistants (Spring 17)	37,399		39,741		2,342	
12-2230-499900-29400-2420	Inst Assistant - Hourly : D - 5 instructional assistants (Fall 16)	67,398		34,191			33,207

5.1 (2)

**SPECIAL PROJECT DETAILED BUDGET #2230**  
**NAME: Disabled Student Programs and Services (DSPS) - SCC**  
**FISCAL YEAR: 2016/2017**

CONTRACT PERIOD: 07/01/16 - 06/30/17  
 CONTRACT INCOME: \$785,760 - SCC P1 Allocation

PROJ. ADM. Syed Rizvi  
 PROJ. DIR. L. Carr-Rollitt

**Prime Sponsor: CCC Chancellor's Office**  
**Fiscal Agent: Rancho Santiago CCD**  
**Prime Award No.: N/A**

Date: 03/10/17

GL Account	Description	Allocated Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-499900-29400-3211	PERS - Instructional : DSPS	1,179		1,662		483	
12-2230-499900-29400-3311	OASDHI - Instructional : DS	616		742		126	
12-2230-499900-29400-3321	Medicare - Instructional :	1,520		1,072			448
12-2230-499900-29400-3331	PARS - Instructional : DSPS	1,233		806			427
12-2230-499900-29400-3431	H & W - Retiree Fund Inst :	1,048		739			309
12-2230-499900-29400-3511	SUI - Instructional : DSPS	52		37			15
12-2230-499900-29400-3611	WCI - Instructional : DSPS	2,515		1,663			852
12-2230-499900-29401-2420	Inst Assistant - Hourly : D	31,582		46			31,536
12-2230-499900-29401-2445	Professional Experts - Inst - Interpreters	-		5,887		5,887	
12-2230-499900-29401-3211	PERS - Instructional : Deaf	1,833		821			1,012
12-2230-499900-29401-3311	OASDHI - Instructional : De	959		366			593
12-2230-499900-29401-3321	Medicare - Instructional :	458		86			372
12-2230-499900-29401-3331	PARS - Instructional : Deaf	209		-			209
12-2230-499900-29401-3431	H & W - Retiree Fund Inst :	316		59			257
12-2230-499900-29401-3511	SUI - Instructional : Deaf	16		3			13
12-2230-499900-29401-3611	WCI - Instructional : Deaf	758		133			625
12-2230-642000-29400-1230	Contract Counselors : DSPS - Vivien Vu (100%)	37,512		94,768		57,256	
12-2230-642000-29400-1433	Beyond Contract - Counselor	2,347		-			2,347
12-2230-642000-29400-1434	Int/Sum Beyond Contr-Course	4,000		4,000		-	-
12-2230-642000-29400-1435	Int/Sum - Counselors,Part-T	3,698		-			3,698
12-2230-642000-29400-1483	Beyond Contr - Reassigned Time	4,734		4,758		24	

5.1 (3)

**SPECIAL PROJECT DETAILED BUDGET #2230**  
**NAME: Disabled Student Programs and Services (DSPS) - SCC**  
**FISCAL YEAR: 2016/2017**

CONTRACT PERIOD: 07/01/16 - 06/30/17  
 CONTRACT INCOME: \$785,760 - SCC P1 Allocation

PROJ. ADM. Syed Rizvi  
 PROJ. DIR. L. Carr-Rollitt

Prime Sponsor: CCC Chancellor's Office  
 Fiscal Agent: Rancho Santiago CCD  
 Prime Award No.: N/A

Date: 03/10/17

GL Account	Description	Allocated Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-642000-29400-1484	Int/Sum Beynd Contr-Reassig	38,360		41,356		2,996	
12-2230-642000-29400-1490	Non-Instructional Banked LH	31,559		44,811		13,252	
12-2230-642000-29400-2130	Classified Employees : DSPS - Ama Carpenter (100%) - Michelle Ford (50%) ended 02/21/17 - Philip Tran (100%)	121,434		115,954			5,480
12-2230-642000-29400-2320	Classified Employees - Hour	34,313		10,277			24,036
12-2230-642000-29400-2340	Student Assistants - Hourly	5,000		10,260		5,260	
12-2230-642000-29400-3115	STRS - Non-Instructional :	9,089		11,940		2,851	
12-2230-642000-29400-3215	PERS - Non-Instructional :	12,610		29,265		16,655	
12-2230-642000-29400-3315	OASDHI - Non-Instructional	6,791		13,358		6,567	
12-2230-642000-29400-3325	Medicare - Non-Instructiona	3,314		4,649		1,335	
12-2230-642000-29400-3335	PARS - Non-Instructional :	446		134			312
12-2230-642000-29400-3415	H & W - Non-Instructional :	26,165		42,950		16,785	
12-2230-642000-29400-3435	H & W - Retiree Fund Non-In	2,336		3,310		974	
12-2230-642000-29400-3515	SUI - Non-Instructional : D	114		160		46	
12-2230-642000-29400-3615	WCI - Non-Instructional : D	5,608		7,446		1,838	
12-2230-642000-29400-3915	Other Benefits - Non-Instru	3,108		4,734		1,626	
12-2230-642000-29400-4610	Non-Instructional Supplies	2,000		2,000		-	-
12-2230-642000-29400-5630	Maint Contract - Office Equ	950		950		-	-
12-2230-642000-29400-5845	Excess/Copies Usage : DSPS	500		500		-	-
12-2230-642000-29400-5966	Transportation - Student :	500		500		-	-
12-2230-642000-29400-6409	Equip-All Other >\$200 < \$1,	-		3,000		3,000	

5.1 (4)

**SPECIAL PROJECT DETAILED BUDGET #2230**  
**NAME: Disabled Student Programs and Services (DSPS) - SCC**  
**FISCAL YEAR: 2016/2017**

CONTRACT PERIOD: 07/01/16 - 06/30/17  
 CONTRACT INCOME: \$785,760 - SCC P1 Allocation

PROJ. ADM. Syed Rizvi  
 PROJ. DIR. L. Carr-Rollitt

**Prime Sponsor: CCC Chancellor's Office**  
**Fiscal Agent: Rancho Santiago CCD**  
**Prime Award No.: N/A**

Date: 03/10/17

GL Account	Description	Allocated Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-642000-29401-2130	Classified Employees : Deaf - Ruth Rodriguez (20%)	18,516		21,125		2,609	
12-2230-642000-29401-3215	PERS - Non-Instructional :	2,194		2,934		740	
12-2230-642000-29401-3315	OASDHI - Non-Instructional	1,163		1,328		165	
12-2230-642000-29401-3325	Medicare - Non-Instructiona	272		311		39	
12-2230-642000-29401-3415	H & W - Non-Instructional :	3,987		4,385		398	
12-2230-642000-29401-3435	H & W - Retiree Fund Non-In	188		214		26	
12-2230-642000-29401-3515	SUI - Non-Instructional : D	9		11		2	
12-2230-642000-29401-3615	WCI - Non-Instructional : D	450		482		32	
12-2230-642000-29401-3915	Other Benefits - Non-Instru	250		300		50	
12-2230-642000-29401-5100	Contracted Services : Deaf	45,000		45,000		-	-
12-2230-675000-29400-5210	Conference Expenses : DSPS	5,000		5,000		-	-
<b>Totals for PROJECT: 2230</b>	<b>DSPS (Fund 12)</b>	<b>785,760</b>	<b>785,760</b>	<b>785,760</b>	<b>785,760</b>	<b>147,869</b>	<b>147,869</b>

5.1 (5)

**SPECIAL PROJECT DETAILED BUDGET #2230**  
**NAME: Disabled Student Programs and Services (DSPS) - SCC**  
**FISCAL YEAR: 2016/2017**

CONTRACT PERIOD: 07/01/16 - 06/30/17  
 CONTRACT INCOME: \$785,760 - SCC P1 Allocation

PROJ. ADM. Syed Rizvi  
 PROJ. DIR. L. Carr-Rollitt

Prime Sponsor: CCC Chancellor's Office  
 Fiscal Agent: Rancho Santiago CCD  
 Prime Award No.: N/A

Date: 03/10/17

GL Account	Description	Allocated Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
11-2230-493031-29400-1110	Contract Instructors : DSPS - Lucy Carr-Rollitt (69%) - Mary Mettler (43%) - Laura Wirtz (75%)	190,362		190,362		-	-
11-2230-493031-29400-3111	STRS - Instructional : DSPS	23,948		23,948		-	-
11-2230-493031-29400-3321	Medicare - Instructional :	2,794		2,794		-	-
11-2230-493031-29400-3411	H & W - Instructional : DSP	44,480		44,156			324
11-2230-493031-29400-3431	H & W - Retiree Fund Inst :	1,927		1,927		-	-
11-2230-493031-29400-3511	SUI - Instructional : DSPS	96		96		-	-
11-2230-493031-29400-3611	WCI - Instructional : DSPS	4,336		4,336		-	-
11-2230-493031-29400-3911	Other Benefits - Instructio	2,339		2,339		-	-
11-2230-642000-29400-2130	Classified Employees : DSPS - Michael Rinaldi (100%)	64,037		65,031		994	
11-2230-642000-29400-3215	PERS - Non-Instructional :	8,893		9,032		139	
11-2230-642000-29400-3315	OASDHI - Non-Instructional	4,063		4,125		62	
11-2230-642000-29400-3325	Medicare - Non-Instructiona	950		965		15	
11-2230-642000-29400-3415	H & W - Non-Instructional :	11,445		10,527			918
11-2230-642000-29400-3435	H & W - Retiree Fund Non-In	655		665		10	
11-2230-642000-29400-3515	SUI - Non-Instructional : D	33		33		-	
11-2230-642000-29400-3615	WCI - Non-Instructional : D	1,475		1,497		22	
11-2230-642000-29400-3915	Other Benefits - Non-Instru	1,500		1,500		-	-
<b>Totals for PROJECT: 2230</b>	<b>DSPS (Fund 11) - Match</b>	<b>363,333</b>	<b>-</b>	<b>363,333</b>	<b>-</b>	<b>1,242</b>	<b>1,242</b>

5.1 (6)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
Educational Services

To:	Board of Trustees	Date: March 27, 2017
Re:	Approval of Second Amendment to Sub-Agreement between RSCCD and IDMLOCO for the Career Technical Education Data Unlocked Grant	
Action:	Request for Approval	

**BACKGROUND**

Rancho Santiago Community College District was selected to serve as the Fiscal Agent for the California Community Colleges Chancellor’s Office’s Career Technical Education 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 Career Technical Education Data Unlocked Initiative implementation partners.

**ANALYSIS**

The Chancellor’s Office has identified IDMLOCO as an implementation partner for the Career Technical Education Data Unlocked Initiative, and wants to extend the term for the performance of the agreement from November 1, 2016 – March 31, 2017 to November 1, 2016 – September 30, 2017.

**Project Director:** Sarah Santoyo      **Project Administrator:** Enrique Perez

**RECOMMENDATION**

It is recommended that the Board approve this amendment to 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: none	Board Date: March 27, 2017
Prepared by: Sarah Santoyo, Director of Grants	
Submitted by: Enrique Perez, J.D., Vice Chancellor of Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

**SECOND AMENDMENT TO GRANT SUB-AGREEMENT BETWEEN  
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
AND  
IDMLOCO**

This Second Amendment (hereinafter “Amendment”) is entered into on this 27<sup>th</sup> day of March, 2017, between Rancho Santiago Community College District (hereinafter “RSCCD”) and IDMLOCO (hereinafter “SUBCONTRACTOR”) to amend that certain agreement #DO-17-2220-124 (hereinafter “Agreement”) between the parties dated September 26, 2016. 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, it is mutually agreed by the Parties to amend the following:

**Period of Performance will be amended as follows:**

2. Period of Performance

The period of performance for this Agreement shall be from November 1, 2016 through September 30, 2017.

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

IN WITNESS WHEREOF, the Parties hereto certify that they have read and understand all the terms and conditions contained herein and have caused this Amendment to be executed as of the day that both Parties have signed the Amendment.

RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT

SUBCONTRACTOR: IDMLOCO

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

By: \_\_\_\_\_  
Name: Bryan Merica  
\_\_\_\_\_  
Title: Co-Founder  
\_\_\_\_\_  
Date: \_\_\_\_\_

Board Approval Date: March 27, 2017

45-3413174  
\_\_\_\_\_  
Employer/Taxpayer Identification Number (EIN)

**FIRST AMENDMENT TO GRANT SUB-AGREEMENT BETWEEN  
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
AND  
IDMLOCO**

This first amendment (hereinafter "Amendment") is entered into on this 24<sup>th</sup> day of October, 2016, between Rancho Santiago Community College District (hereinafter "RSCCD") and IDMLOCO (hereinafter "SUBCONTRACTOR") to amend that certain agreement #DO-17-2220-124 (hereinafter "Agreement") between the parties dated September 26, 2016. 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, it is mutually agreed by the Parties to amend the following:

**Period of Performance will be amended as follows:**

2. Period of Performance

The period of performance for this Agreement shall be from November 1, 2016 through March 31, 2017.

**Total Cost will be amended as follows:**

3. Total Cost

The total cost to RSCCD for performance of this Agreement shall not exceed \$80,300.00 USD.

**Payment will be amended as follows:**

4. Payment

For the scope of work provided in Exhibit A, the payment terms are net 30 days after receipt of an invoice for work completed that has been approved for payment.

Sub-Agreement between RSCCD and IDMLOCO

For the scope of work provided in Exhibit C the payment terms are seventy-five percent (75%) due once the amendment is fully executed, and the remaining twenty-five percent (25%) due upon completion of the project and submission of an invoice approved for payment.

Payment to the SUBCONTRACTOR will not exceed the amount listed above under Article I.3. Total Costs.

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

IN WITNESS WHEREOF, the Parties hereto certify that they have read and understand all the terms and conditions contained herein and have caused this Amendment to be executed as of the day that both Parties have signed the Amendment.

RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT

SUBCONTRACTOR: IDMLOCO

By:   
Name: Peter J. Hardash  
Title: Vice Chancellor  
Business Operations/Fiscal Services  
Date:   
Board Approval Date: October 24, 2016

By:   
Name: Bryan Merica  
Title: Co-Founder  
Date:   
45-3413174  
Employer/Taxpayer Identification Number (EIN)

Sub-Agreement between RSCCD and IDMLOCO

List of Exhibits

Exhibit A: Scope of Work

Exhibit B: Articles I, Rev. 01/16 and Article II, Rev. 05/14 (*NOTE: this is for general reference on the allowable and appropriate use of funds. Payment and reporting dates in Articles I and II are relevant to the Fiscal Agent and do not apply to the SUBCONTRACTOR. Payment and Reporting terms for the SUBCONTRACTOR are in clauses #5 and #7 in this Agreement.*)

Exhibit: C Scope of Work, Supplemental Service Proposal

## EXHIBIT C



FROM: John Morgan, IDMLOCO Digital Team  
TO: Van Ton-Quinlivan  
RE: Supplemental Service Agreement: Data Visualization Project  
DATE: October 7, 2016

---

### **Service Agreement Overview**

Thank you for the opportunity to provide this supplemental service proposal to the California Community Colleges Chancellor's Office. This supplemental proposal is for research, coordination and development of interviews to align client-provided user stories with energy sector project goals.

### **Supplemental Project Goal**

Define energy sector project goals and align client-provided user stories.

### **Supplemental Project Outline**

#### **User Story Review and Key Contact Interviews**

**IDMLOCO Team:** Project Manager/Project Lead, Technical Director/Strategist, Data Analyst.

**Scope:** IDMLOCO to review client-provided stories, develop interview questions for key energy sector representatives, coordinate and conduct up to three interviews of key energy sector representatives, and use finding to guide the direction of the first iteration of the data visualization project.

Project Management Includes:

- One (1) project team kick-off meeting
- One (1) monthly pelican team meeting
- Weekly client communication on project status
- Coordination of up to three interviews

## EXHIBIT C

### Project Work Includes:

- Project planning and review of client-provided user stories to assess client needs
- Develop interview plan and questions for key energy sector representatives
- Coordinate and conduct interviews of up to three key energy sector representatives to evaluate the relevance, accuracy, and importance of provided user stories within the context of the energy sector
- Synthesize findings from interview to define energy sector project goals and finalize user story to tell with first iteration of data visualization project

### **Deliverables:**

IDMLOCO will provide an overview of findings from the key contact interviews and provided direction for the user story to tell with the first iteration of the data visualization project.

### **Estimated Timeline**

Supplemental Project Total: **0.75 Months**

*Timeline for this supplemental project is a best estimate. Project timeline is dependent upon availability of key client contacts for coordination and interviews.*

### **Total Estimated Project Costs**

**\$7,500.00**

### **Payment Schedule**

75% of project due at signing

25% final due at project completion

Thank You!

We are happy to discuss these thoughts and recommendations in more detail. We look forward to receiving approval on this service agreement and getting started.

**GRANT SUB-AGREEMENT BETWEEN  
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
AND  
IDMLOCO**

This grant sub-agreement (hereinafter "Agreement") is entered into on this 26th day of September, 2016, between Rancho Santiago Community College District (hereinafter "RSCCD") and IDMLOCO (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 September 1, 2016 through January 31, 2017.

3. **Total Cost**

The total cost to RSCCD for performance of this Agreement shall not exceed \$72,800.00 USD.

4. **Budget**

SUBCONTRACTOR agrees that expenditure of funds under this Agreement will be in accordance with 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. Payment

Payment terms are net 30 days after receipt of an invoice for work completed that has been approved for payment. Payment to the SUBCONTRACTOR will not exceed the amount listed above under Article I.3. Total Costs.

6. Invoices

Invoices must include the Agreement number (refer to footer), and 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

7. 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.

8. 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.

9. Time Extensions

SUBCONTRACTOR must spend all of the funds allocated through this Agreement within the timeframe of the Agreement.

10. 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.

11. 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. Upon request, SUBCONTRACTOR shall submit to RSCCD copies of all sub-contracts for services and contracted staff, and other agreements, as well as

documentation indicating the approving authority's approval that relate to this Agreement.

12. 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.

13. 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.

14. 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.

15. 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, and RSCCD will reimburse SUBCONTRACTOR for costs incurred up to the termination date.

16. 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.

**17. 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](mailto: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](mailto:hardash_peter@rsccd.edu)

**SUBCONTRACTOR:**

**Primary Contact:**  
Bryan Merica, Co-Founder  
555 Capitol Mall #640  
Sacramento, CA 95814  
(916) 204-0095, [bryan@idmloco.com](mailto:bryan@idmloco.com)

**18. 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.

19. 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**

I. 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.

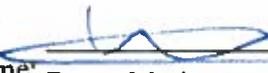
This Agreement represents the entire understanding between RSCCD and SUBCONTRACTOR with respect to the Grant. No change, modification, extension, termination or waiver of this Agreement, or any of the provisions herein contained, shall be valid unless made in writing and signed by duly authorized representatives of the Parties hereto.

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: IDMLOCO

By:   
Name: Peter J. Hardash

By:   
Name: Bryan Merica

Title: Vice Chancellor  
Business Operations/Fiscal Services

Title: Co-Founder

Date: 

Date: 

Board Approval Date: September 26, 2016

45-3413174  
Employer/Taxpayer Identification Number (EIN)

List of Exhibits

Exhibit A: Scope of Work

Exhibit B: Articles I, Rev. 01/16 and Article II, Rev. 05/14 (*NOTE: this is for general reference on the allowable and appropriate use of funds. Payment and reporting dates in Articles I and II are relevant to the Fiscal Agent and do not apply to the SUBCONTRACTOR. Payment and Reporting terms for the SUBCONTRACTOR are in clauses #5 and #7 in this Agreement.*)

## EXHIBIT A



FROM: John Morgan, IDMLOCO Digital Team  
TO: Nita Patel  
RE: CCCC Data Visualization Research and Development  
DATE: September 13, 2016

---

### Overview

Thank you for the opportunity to provide this service proposal to the California Community Colleges Chancellor's Office. In an effort to support the mission of CCCC to empower California community colleges through leadership, advocacy, and support, IDMLOCO will research, design and develop a data visualization tool to help tell client stories focusing on the gaps between job demand, job fulfillment and education throughout the state.

### Project Goal

Research, design and develop a data visualization tool to tell the CCCC job gap narrative through a single, client provided story.

### Project Overview

This project is divided into four smaller projects or phases. Each phase includes clear objectives and deliverables. Every progressive phase builds upon the work of the previous phase to ensure scalability of work required work to deliver the final product.

#### **Phase 1: Data Discovery and Story Planning**

Research and discovery to identify key stories and available data. This process would enable the IDMLOCO data team to better understand the opportunities and limitations of available, client-provided data and a single key story to drive the first version of the project. Discovery and planning would include a blueprint of how visualization tool could be developed in future iterations with more data to tell more client stories.

#### **Phase 2: UX Creative Design and Development**

Design and development of UX, including wireframing, modeling, and production of data visualization tool around single identified story from phase one using test data.

#### **Phase 3: Client Data Integration**

Integrate client-provided data onto working data visualization tool. All data sourcing and validating to be the responsibility of client.

# EXHIBIT A

## **Phase 4: Refinement**

Data visualization tool review and micro-refinements based on client requests.

## **Estimated Timeline**

NOTE: Timeline of work is a best estimate based on the available information for this project. IDMLOCO reserved the option to adjust timelines based on any discovered client needs of the project or client delays.

Project Total: **3.5 Months**

- Phase 1: Data Discovery and Story Planning (1 Month)
- Phase 2: Creative Design and Development (1.5 Months)
- Phase 3: Client Data Integration (0.5 Months)
- Phase 4: Refinement (0.5 Months)

## **Project Outline**

### **PHASE ONE: Data Discovery and Story Planning**

---

Estimated Cost: \$13,500

**IDMLOCO Team:** Project Manager/Project Lead, Technical Director/Strategist, Data Analyst, UX designer

**Scope:** IDMLOCO to conduct research of client-provided data and user stories to identify and refine key story for first version data visualization tool development.

Project management includes:

- One (1) external project kick-off meeting
- Three (3) weekly external project check-in meetings
- One (1) monthly partner/sponsor meeting
- Coordination with client to gather user stories and assess data availability

Project work includes:

Project planning, research, strategy development, data analysis, technical infrastructure assessment, and tool use assessment. Scope does not include client data validation or data collection coordination from client partners.

## EXHIBIT A

**Deliverables:** IDMLOCO will provide a recommendation of one target story to tell with data visualization tool based on research and supported by available client data, an outline of data requirements needed to tell that story, a technical assessment and an infrastructure plan. Once phase one is complete, the IDMLOCO team will be able to more accurately assess client needs and reserves the option to adjust scope of work and cost estimates.

### **PHASE TWO: UX Creative Design and Development**

---

Estimated Cost: \$50,500

NOTE: The cost and scope of work in phase two is a best estimate based on the available information for this project. Once phase one of this project has been completed, IDMLOCO will be able to more accurately assess client needs and reserves the option to adjust scope of work and cost estimates.

**IDMLOCO Team:** Project Manager/Project Lead, Technical Director/Strategist, Creative Director/Designer, UX Designer, Developer

**Scope:** IDMLOCO to design and develop data visualization tool to tell the single client story as identified during phase one using “dummy” test data.

Project management includes:

- Six (6) weekly external project check-in meetings
- One (2) monthly partner/sponsor meetings
- One (1) UX design presentation meeting
- One (1) data tool presentation meeting
- Coordination with client on UX modeling and design revisions

Project work includes:

Setup and implementation of data infrastructure plan as defined in phase one, development of UX plan and initial wireframe design, up to two rounds of revisions to wireframe designs, creative design of UX data tool direction to tell single client story, up to two rounds of revisions to approved design, backend support of UX design, development, and QA of UX tool to tell single story with test data.

**Deliverables:** The first iteration of a working data visualization tool that supports one client story using test data. Milestone deliverables include initial wire frame design, and initial UX design.

## EXHIBIT A

### **PHASE THREE – Client Data Integration**

---

Estimated Cost: \$4,000

NOTE: The cost and scope of work in phase three is a best estimate based on the available information for this project. Once phase two of this project has been completed, IDMLOCO will be able to more accurately assess client needs and reserves the option to adjust scope of work and cost estimates.

**IDMLOCO Team: Team:** Project Manager/Project Lead, Technical Director/Strategist, Data Analyst, Developer

**Scope:** Integrate client provided data to tell first story into data visualization tool database.

Project management includes:

- One (1) weekly external project check-in meeting
- One (1) data tool presentation meeting
- Coordination with client on data collection

Project work includes:

Coordination with client on data requirements, data review and integration into tool database.

**Deliverables:** The first iteration of the working data visualization tool that supports one client story using client-provided data.

### **PHASE FOUR - Refinement**

---

Estimated Cost: \$4,800

NOTE: The cost and scope of work in phase four is a best estimate based on the available information for this project. Once phase three of this project has been completed, IDMLOCO will be able to more accurately assess client needs and reserves the option to adjust scope of work and cost estimates.

**IDMLOCO Team: Team:** Project Manager/Project Lead, Technical Director/Strategist, Developer

**Scope:** Development of micro-refinements to data visualization tool

## EXHIBIT A

based on specific client requests to optimize user experience, and development of a work plan document outlining how to scale data tool for multiple stories with future iterations.

Project management includes:

- Coordination with client on micro-refinement requests
- One (1) weekly external project check-in meeting

Project work includes:

Up to two micro-refinements to data visualization tool based on client requests. Total micro-refinement time not to exceed ten hours.

Development of work plan document.

**Deliverables:** Optimization and micro-refinements as needed, work plan document.

### **Total Estimated Project Costs**

\$72,800 (total project costs)

\$13,500 – Phase One

\$50,500 – Phase Two

\$4,000 – Phase Three

\$4,800 – Phase Four

### **Payment Schedule**

For each phase of this project:

75% of phase total is due at phase kick-off

25% final of phase is due at phase completion

Thank You!

We are happy to discuss these thoughts and recommendations in more detail. We look forward to receiving approval on this service agreement and getting started.

EXHIBIT A

**Signatures**

**CCCCO**

Signature:

*Walt WLS E.D.*

Date:

*9/14/16*

**IDMLOCO**

Signature:

*[Signature]*

Date:

*September 14, 2016*

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**DISTRICT OFFICE – EDUCATIONAL SERVICES**

To:	Board of Trustees	Date:	March 27, 2017
Re:	Adoption of Resolution No. 17-08 Certifying Emergency Closure of SAC Early Childhood Education Center		
Action:	Request for Approval		

**BACKGROUND**

SAC Early Childhood Education Center was closed on February 22, 23, and 24 of 2017, due to a gas and water outage. Consequently, average daily attendance (ADA) revenue from the California Department of Education was lost.

**ANALYSIS**

Education Code 8271 provides against the loss of funds due to emergency closures that are beyond the control of the contractor. In accordance with this regulation, the Board of Trustees must adopt a resolution certifying the closure to request lost revenue.

**RECOMMENDATION**

It is recommended that the Board of Trustees adopt Resolution No. 17-08 certifying that the Santa Ana College Early Childhood Education Center was closed due to an emergency gas and water outage on February 22, 23, and 24 of 2017.

Fiscal Impact:	None	Board Date:	March 27, 2017
Prepared by:	Janneth Linnell, Executive Director, Child Development Services		
Submitted by:	Enrique Perez J.D., Vice Chancellor, Educational Services		
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor		

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

**Adoption of Resolution for Emergency Closure**

Resolution No 17-08

This resolution must be adopted in order to certify the approval of the Board of Trustees for reduced days of operation or attendance due to emergency conditions as referenced in California Department of Education, Early Education and Support Division's Management Bulletin 10-09 (October 2010).

---

**BE IT RESOLVED** that the Board of Trustees of Rancho Santiago Community College District certifies that Santa Ana College Early Childhood Education Center was closed on February 22, 23, and 24 of 2017 due to a gas and water outage caused by ruptures in a gas pipe and water pipe within the center. The emergency circumstances and closure were beyond control of the District.

**PASSED AND ADOPTED THIS** 27<sup>th</sup> day of March, 2017, by the Board of Trustees of Rancho Santiago Community College District of Orange County, California.

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

---

(Clerk's Signature)

---

(Date)

A RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET  
MANAGEMENT/ACADEMIC

March 27, 2017

**MANAGEMENT**

Employment Agreement/Attachment #1

Perez, Enrique  
Vice Chancellor  
Educational Services  
District

New Job Description/Attachment #2

Assistant Dean, Disabled Students Programs & Services  
Enrollment and Support Services  
Academic Administrator  
Grade Level E

**FACULTY**

Adjusted Effective Date of Appointment

Abramovitz, Julieta  
Master Teacher, Home Based Parent Educator  
Child Development Services  
Educational Services  
District Operations Center

From: March 13, 2017  
To: March 27, 2017  
Salary Placement: MT/BA-1 \$39,418.07/Year  
(Requisition #AC16-0566)

2017/2018 Voluntary Workload Reduction Request Form

Nichols, Teresa  
Teacher, SAC East Child Development Center  
Child Development Services  
District

Effective: July 24 – July 28, 2017  
From: 212 Days  
To: 207 Days

2016/2017 Contract Extension Days

Aguilera, Leonor  
Professor/Counselor/Articulation Officer  
Counseling & Student Support Services  
Santiago Canyon College

Effective: June 12 – 15, 2017  
Contract Extension: 4 Days  
Contract Extension Rate: \$453.99/Day

**FACULTY (CONT'D)**

2016/2017 Contract Extension Days (cont'd)

Baldizon-Rios, Nena  
Professor/Counselor  
Extended Opportunities Programs & Services  
Counseling & Student Support Services  
Santiago Canyon College

Effective: June 12 – 15, 2017  
Contract Extension: 4 Days  
Contract Extension Rate: \$576.47/Day

Chaidez, Maria  
Assistant Professor/Counselor  
(Temporary Employee per E. C. 87470)  
Counseling & Student Support Services  
Santiago Canyon College

Effective: June 13 – 15, 2017  
Contract Extension: 3 Days  
Contract Extension Rate: \$366.67/Day

Part-time Hourly New Hires/Rehires

Chavez, Juan M  
CED Counselor  
Continuing Education Division (CEC)  
Santa Ana College

Effective: March 6, 2017  
Hourly Rate: II-3 \$41.77

Harper, David C.  
Instructor, Fire Academy  
Human Services & Technology Division  
Santa Ana College

Effective: March 14, 2017  
Hourly Lecture/Lab Rates: I-3 \$54.37/\$48.93

Jones, Mahogany  
Instructor, Vocational/Business Skills  
Continuing Education Division (CEC)  
Santa Ana College

Effective: March 14, 2017  
Hourly Lecture Rate: II-3 \$49.14

McKenzie, Tracy D  
Instructor, Criminal Justice  
Human Services & Technology Division  
Santa Ana College

Effective: March 27, 2017  
Hourly Lecture/Lab Rates: I-3 \$54.37/\$48.93

Selinger, Rebecca  
Instructor, Fire Academy/Wellness  
Human Services & Technology Division  
Santa Ana College

Effective: March 14, 2017  
Hourly Lecture/Lab Rates: II-3 \$57.09/\$51.38

Sherlock, Richard W.  
Instructor, Fire Academy (equivalency)  
Human Services & Technology Division  
Santa Ana College

Effective: March 14, 2017  
Hourly Lecture/Lab Rates: I-3 \$54.37/\$48.93

**FACULTY (CONT'D)**

*Non-paid Instructors of Record*

Hopus, John A  
Instructor, Apprenticeship/  
Operating Engineers (equivalency)  
Business & Career Technical Education Division  
Santiago Canyon College

Effective: March 27, 2017

Keene, Justin  
Instructor, Fire Technology/PSTF (equivalency)  
Human Services & Technology Division  
Santa Ana College

Effective: March 13, 2017

Miller, Brittany  
Instructor, Vocational/Business Skills –  
Employability Skills  
Taller San Jose Hope Builders  
Continuing Education Division (CEC)  
Santa Ana College

Effective: March 14, 2017

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
EDUCATIONAL ADMINISTRATOR EMPLOYMENT AGREEMENT**

1. **Parties.** The Rancho Santiago Community College District (“District”), on the one hand, and **Enrique Perez** (“Administrator”), on the other hand, hereby enter into this Educational Administrator Employment Agreement (“Agreement”) pursuant to sub-section “a” of Section 72411 of the *Education Code*. District and Administrator are referred to herein individually as “Party” and collectively as “Parties.”

2. **Position.** District hereby employs Administrator in the position of **Vice Chancellor of Educational Services** (“Position”). Administrator is an “academic employee” as defined in sub-section “a” of Section 87001 of the *Education Code*, is an “educational administrator” as defined in sub-section “b” of Section 87002 of the *Education Code*, and is a “management employee” as defined in sub-section “g” of Section 3540.1 of the *Government Code*.

3. **Term.** District agrees to employ Administrator, and Administrator agrees to serve in the Position, for the period commencing July 1, 2017 and ending June 30, 2020. If, prior to June 30 of any other year other than the last year of this Agreement the District does not send or deliver a written notice to Administrator that this Agreement shall not be extended for an additional year, then this Agreement automatically shall be extended for one more year. Any notice of non-reemployment in the position must be given by the District at least six (6) months in advance of the date of termination of this Agreement. If notice of non-reemployment is not given by the District at least six (6) months in advance of the date of termination of this Agreement, then the Agreement shall be extended for one (1) additional year pursuant to Education Code Section 72411(c).

4. **General Terms and Conditions of Employment.** This Agreement is subject to all applicable laws of the State of California, the regulations of the Board of Governors of the California Community Colleges, and the rules, regulations, policies, and procedures of the District. These laws, rules, regulations, policies, and procedures, which may be amended, augmented, or repealed from time-to-time, are incorporated into this Agreement.

5. **Duties and Responsibilities.** Administrator agrees to perform all of the duties, and accepts all of the responsibilities, as specified in the job description for the Position, and all duties and responsibilities which may be delegated or assigned to Administrator by the Board of Trustees, the Chancellor, or any supervising administrators. Administrator is expected to devote full efforts and energies to the Position. At any time during the term of this Agreement, the Board of Trustees may adopt or amend the job description for the Position. Administrator may undertake outside professional activities, including consulting, speaking, and writing, either with or without compensation, provided that such activities do not impair the effectiveness of Administrator or interfere with Administrator’s duties. In those cases in which Administrator engages in outside professional activities which generate compensation for services provided, Administrator shall utilize vacation days.

6. **Transfer, Reassignment, or Title Change.** The Chancellor, with the approval of the Board of Trustees, may transfer or reassign Administrator to any position within the District for which Administrator is qualified, and may change the title of the Position, during the term of this Agreement,

but there shall be no loss of compensation by Administrator due to such discretionary transfer, reassignment, or title change.

7. **Salary.** District shall pay an annual salary to Administrator in the amount of **\$213,928.16** per academic year (July 1 through June 30), pro-rated if less than a full academic year, paid on a monthly basis. District reserves the right to increase the salary of Administrator during the term of this Agreement, but any such increase shall not be construed as an indication that this Agreement will be renewed or extended. Administrator agrees that District also reserves the right to decrease the salary of Administrator during the term of this Agreement as long as such decrease, on a percentage basis, is no more than what is implemented on a general basis for regular, full-time faculty of the District. Administrator is an exempt employee and is not eligible for overtime pay or compensatory time off.

8. **Work Year.** Administrator is a full-time employee of the District with a work year of 12 months per year. Administrator is entitled to be absent during District-designated holidays.

9. **Health and Welfare Benefits.** District shall provide Administrator with the same health and welfare benefits as currently approved or as subsequently modified by the Board of Trustees for all District administrators.

10. **Vacation.** Administrator shall accrue two and one-quarter vacation days for each month of service. Administrator may not accumulate more than 54 days of unused vacation as of July 1 of any academic year.

11. **Leaves.** Administrator shall be entitled to leaves of absence as provided by law or Board Policy, as may be amended from time-to-time.

12. **Teaching Assignments.** Subject to Board approval, and presuming that Administrator meets minimum qualifications, Administrator may serve as an instructor in no more than one class per semester for additional compensation, provided that such teaching does not impair Administrator's service in the Position.

13. **Professional Meetings and Activities.** Prior approval by the Chancellor shall be obtained for Administrator to attend any meeting or activity related to Administrator's employment in the Position. The reasonable and necessary expenses of attendance by Administrator at such a meeting or activity shall be paid by District only if approved by the Chancellor and the Board of Trustees.

14. **Tax-Sheltered Annuity.** During each academic year (July 1 through June 30) during the term of this Agreement, District shall contribute \$563.79 per month to a tax-sheltered annuity selected by Administrator.

15. **Evaluation.** Administrator shall be evaluated in writing at any time by Administrator's immediate supervisor, pursuant to Board Policy and procedures, utilizing established goals and objectives, self-assessments, the job description for the Position, and input from other employees.

16. **Retreat Rights.** If Administrator's first date of paid service was prior to July 1, 1990, Administrator's rights to faculty tenure are governed by the laws of the State of California in effect as of June 30, 1990. The retreat rights for Administrator, if hired on or after July 1, 1990, and if Administrator does not have faculty tenure in the District, shall be in accordance with Section 87458

of the *Education Code*. Administrator has the responsibility to present the necessary transcripts and materials to District pursuant to Board policy and procedures in order to maintain any current faculty service area or acquire faculty service areas.

17. **Return to Tenured Faculty Position.** If Administrator has tenure in the District, and if Administrator has not been dismissed pursuant to Section 20 of this Agreement, then Administrator will be entitled to return to a tenured faculty position upon termination or expiration of this Agreement.

18. **Dismissal or Imposition of Penalties During the Term of this Agreement.** Pursuant to Section 72411.5 of the *Education Code*, if Administrator does not have faculty tenure in the District, then the grounds for dismissal or for imposition of penalties on Administrator during the term of this Agreement shall be dishonesty, insubordination, incompetence, unsatisfactory performance, unprofessional conduct, inability to perform, persistent or serious violation of law or of Board Policy or procedures, or any material and substantial breach of this Agreement. Administrator shall be entitled to due process protections as required by law.

19. **Dismissal or Imposition of Penalties During the Term of this Agreement If Tenured.** Pursuant to Section 72411.5 of the *Education Code*, if Administrator has faculty tenure in the District, then the grounds for dismissal or for imposition of penalties on Administrator during the term of this Agreement shall be in accordance with the statutory provisions applicable to tenured faculty members as set forth in Section 87732 of the *Education Code*. Administrator shall be entitled to due process protections as required by law.

20. **Resignation.** Administrator may resign from District employment at any time during the term of this Agreement upon 90 days prior written notice to the Board of Trustees, or upon a shorter period of time as may be approved by the Board of Trustees.

21. **Buy-Out of Agreement.** Pursuant to Section 53260 of the *Government Code*, except if District terminates this Agreement pursuant to Sections 19 or 20 of this Agreement, the maximum cash settlement that Administrator may receive shall be an amount equal to the monthly salary of Administrator multiplied by the number of months left on the unexpired term of this Agreement. However, if the unexpired term of this Agreement is greater than 18 months, the maximum cash settlement shall be an amount equal to the monthly salary of Administrator multiplied by 18. Any cash settlement shall not include any other non-cash items except health benefits which may be continued for the same duration of time as covered in the settlement or until Administrator finds other employment, whichever comes first. If the unexpired term is greater than 18 months, then the maximum time for continued health benefits paid for by District shall be 18 months.

22. **Medical Examination.** Upon request of the Board of Trustees or the Chancellor, Administrator agrees to undergo a comprehensive physical and/or psychiatric examination to determine if Administrator is able, with or without reasonable accommodation, to perform the essential functions of the Position. The costs of any such examination shall be paid for by District. A confidential written report regarding any such examination shall be filed with the Board of Trustees or the Chancellor indicating whether Administrator is able, with or without reasonable accommodation, to perform the essential functions of the Position.

23. **Severability.** If any provision of this Agreement is ruled to be contrary to law, all other provisions of this Agreement shall continue to remain in full force and effect.

24. **Entire Agreement.** This Agreement contains the entire agreement and understanding between the Parties. There are no terms, conditions, or oral understandings not contained in this Agreement.

25. **Amendment.** This Agreement may be modified or superseded only by a written amendment executed by both Parties.

26. **Mandatory Mediation and Arbitration.** Except as otherwise prohibited by law, the Parties agree that any dispute, claim, or controversy arising out of the Parties' employment relationship, including, but not limited to, alleged violations of federal, state, or local statutes, including those prohibiting harassment and discrimination, and any other claims, including alleged violations of any provisions of the *Education Code*, which cannot be resolved through informal and confidential discussions, shall be submitted to mediation, and if mediation is unsuccessful, to binding arbitration before a neutral Arbitrator. The mediator and any necessary Arbitrator shall be selected through Judicial Arbitration & Mediation Services/Endispute (JAMS). Attachment "A" to this Agreement sets forth the procedures to be utilized and is hereby incorporated by reference into this Agreement as if fully set forth within. The Parties agree that they have carefully read Attachment "A," knowingly agree to all of its contents, and knowingly agree to the covenant to mediate and arbitrate all employment disputes contained in Attachment "A".

27. **Ratification.** The Parties agree that this Agreement is not binding or enforceable unless and until it is duly ratified by the Board of Trustees.

The Parties have duly executed this Agreement on the dates indicated below.

\_\_\_\_\_  
For District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Date

Board Approval Date: March 27, 2017

## ATTACHMENT "A"

### ALTERNATIVE DISPUTE RESOLUTION PROCEDURE

**Covenant to Mediate And Arbitrate All Employment Disputes.** We, the undersigned, do hereby agree and covenant to submit all manner of causes of action, controversies, differences, claims or demands of any kind relating to or growing out of this contract of employment to a two-step dispute resolution process administered by Judicial Arbitration & Mediation Services/Endispute (hereinafter "J.A.M.S."). This two-step process shall begin with mediation before a retired judge or justice from the J.A.M.S. panel followed, if necessary, by binding arbitration before the same or another retired judge or justice from the J.A.M.S. panel to be agreed upon. The Employee and the District hereby agree that any dispute, claim or controversy arising out of the employment relationship, including, but not limited to, alleged violations of the individual Employment Agreement, alleged violation(s) of federal, state and/or local statutes, including those prohibiting harassment and discrimination, (Title VII of the Civil Rights Act of 1964 as amended; The Age Discrimination In Employment Act; The Americans With Disabilities Act; The Equal Pay Act, The Civil Rights Acts of 1866, 1871 and 1991; Title IX in 20 U.S.C. section 1681; The Rehabilitation Act of 1983; The Fair Employment and Housing Act, etc.) and any other claims, including alleged violations of any federal and/or state constitutional provisions and of any provisions in the Education Code, which cannot be resolved through informal and confidential discussions, SHALL BE SUBMITTED TO MEDIATION, AND IF MEDIATION IS UNSUCCESSFUL, TO BINDING ARBITRATION BEFORE A NEUTRAL ARBITRATOR. The parties to this agreement fully and completely understand that the effect of this agreement will result in the waiver of any right to trial by jury that may otherwise have been available to the parties absent this agreement and also waiver of any right to appeal. With this understanding, the parties freely, knowingly and voluntarily enter into this agreement with knowledge of its consequences including the waiver of trial by jury and the waiver of any right to appeal.

#### Step 1 Mediation.

**Initiating Mediation.** Any party to this agreement may demand mediation by serving a written demand in person or by registered, certified or federal express mail and also serving a copy of the demand and of the dispute resolution agreement on the Chief Operating Officer, Operations Manager or Contract Dispute Resolution Administrator at the nearest or most convenient office of J.A.M.S, within thirty (30) calendar days of an act or omission causing a dispute between the parties. The written demand shall set forth the names, addresses, telephone number and fax numbers of all parties to the contract of employment and brief synopsis of the claim, controversy, difference, or disputed matters and a proposed solution to the problem.

**Selection of Mediator.** Within ten (10) days of service of the demand upon J.A.M.S., the Administrator will contact all interested parties to select a mutually agreeable mediator. If the parties have no particular mediator in mind, or cannot agree on a mediator, the Administrator will submit a list of mediators, and their resumes numbering one more than there are parties.

Each party may then strike one name and the Administrator will designate the mediator from the list of remaining names.

**Enforcement of Agreement.** Failure of any party to participate in this mediation process or to designate or strike a name for mediator will not operate to delay or prevent this mediation process. The parties hereby agree that the mediation provisions of this agreement may be enforced by the same manner as an arbitration agreement. The mediation provisions may be enforced by petition to any court or general jurisdiction for the appointment of a mediator in the same manner as a petition for the appointment of an arbitrator. Further the parties agree the court may award attorney's fees and costs to the prevailing party in any proceeding to enforce this mediation agreement.

**Hearings -- Scheduling/Parties Present.** After the mediator has been selected, the parties shall promptly agree upon a date and time for the initial conference with the mediator, but no later than thirty (30) days after the date the mediator was selected. The parties understand and agree that, besides counsel retained at each party's own expense, a representative from each side with full settlement authority will be present at all mediation conferences unless excused by the mediator. In addition, each party may bring such additional persons as needed to respond to questions, contribute information and participate in the negotiations. The number of additional persons may be agreed upon in advance with the assistance and advice of the mediator.

**Discovery.** In the event any party has substantial need for information in the possession of another party to prepare for the mediation conference(s), the parties shall attempt in good faith to agree upon procedures for the expeditious exchange of information with the help if the mediator, if required. The parties will have no right to formal discovery at this time.

**Position Papers.** No later than one week before the first scheduled mediation session, each party shall deliver a concise written summary of its position together with any appropriate documents, views and a proposed solution to the matters in controversy to the mediator and also serve a copy on all other parties.

**Participation by Mediator.** Once familiar with the case, the mediator will, if requested by the parties, given an opinion of the probable outcome of the case and the range of value, both in terms of settlement and arbitration hearing, if the matter were to be litigated before an arbitrator. The mediator will, without an instruction from the parties to the contrary, give recommendations on terms of possible settlement conditions to be imposed upon the parties (if appropriate). The mediator's opinion shall be based on the material and information then available to all parties, excluding any information given to the mediator in confidence during a separate caucus. The opinions and recommendations of the mediator are not binding on the parties.

**Fees and Costs.** The fees and costs of the mediation shall conform to the then current fee schedule at J.A.M.S. and, in the absence of an agreement to the contrary, will be borne by the District.

**Confidentiality of Proceedings.** The mediation process is to be considered settlement negotiation for the purpose of all state and federal rules protecting disclosures made during such conferences from later discovery or use in evidence. The parties hereto agree that the provisions of California Evidence Code § 1119 shall apply to any mediation conducted hereunder. Subdivisions (a), (b), and (c) of California Evidence Code § 1119 provide as follows:

Except as otherwise provided in this chapter:

(a) No evidence of anything said or any admissions made for the purpose of, in the course of, or pursuant to, a mediation or a mediation consultation is admissible or subject to discovery, and disclosure of the evidence shall not be compelled, in any arbitration, administrative adjudication, civil action, or other noncriminal proceeding in which, pursuant to law, testimony can be compelled to be given.

(b) No writing, as defined in Section 250, that is prepared for the purpose of, in the course of, or pursuant to, a mediation or a mediation consultation, is admissible, or subject to discovery, and disclosure of the writing shall not be compelled, in any arbitration, administrative adjudication, civil action, or other noncriminal proceeding in which, pursuant to law, testimony can be compelled to be given.

(c) All communications, negotiations, or settlement discussions by and between participants in the course of a mediation or a mediation consultation shall remain confidential.

The entire procedure is confidential, and no stenographic or other record shall be made except to memorialize a settlement record. All conduct, statements, promises, offers, views and opinions, oral or written, made during the mediation by any party or a party's agent, employee, or attorney are confidential. No fact used or referenced in the mediation or settlement process will be inadmissible or non-discoverable simply because it was used or referenced in the mediation process.

**Termination of Mediation Process.** The mediation process shall continue until the matter is resolved or the mediator makes a good faith finding that all settlement possibilities have been exhausted and there is no possibility of resolution, short of referring the matter to the adjudication phase of this dispute resolution process. Notwithstanding the foregoing, the employee or the District may terminate the mediation process after the mediator has incurred fourteen (14) hours of time on the process.

### **Step 2. Arbitration**

Should any disputes remain existent between the parties after completion of the mediation resolution process set forth above, then the parties shall, within thirty (30) calendar days after termination of the mediation process, submit such disputes to binding arbitration administered by J.A.M.S.

**Initiating Arbitration.** Arbitration shall be initiated in the following manner:

a. Unless barred by the statute of limitations, any party bound by this arbitration agreement may initiate an arbitration at any time after mediation procedures as hereinabove described have been exhausted by serving, as in a civil action, all parties with notice of the nature of the claim and a demand for arbitration. A claim shall be waived and forever barred if on the date the demand for arbitration is received, the claim, if asserted in a civil action, would be barred by the applicable state (federal) statute of limitations, and

b. The claimant shall file a copy of the Demand for Arbitration and Notice of Claim at any regional office of J.A.M.S., together with the appropriate filing fee as provided in the existing fee schedule.

c. If the responding party desires to file a response and/or counterclaim, they must do so within thirty (30) days of service of the demand. Failure to file a counterclaim or response will not operate to delay the arbitration proceedings.

d. After the filing of the claim, response and counterclaim, no further claims or counterclaims may be made except on motion to the arbitrator.

**Appointment and Powers of Arbitrator.** The case shall be submitted to a single arbitrator chosen by the parties from a list of retired judges and justices at J.A.M.S. Should the parties be unable to agree on a choice of arbitrator within thirty (30) days from the demand for arbitration, then either party may request the Contract Arbitration Administrator at said service to furnish a list of three names and each side may strike one name, thereby nominating the remaining person as replacement arbitrator. If more than one name remains, the Contract Arbitration Administrator of J.A.M.S. will choose an arbitrator from the list of remaining names.

If the designated arbitrator shall die, become incapable of, unwilling to, or unable to serve or proceed with the arbitration, the party or parties appointing said arbitrator shall have the power to appoint another in his or her stead under the procedures prescribed herein, and such substituted arbitrator shall have all such powers as if he or she had been originally appointed herein.

The arbitrator shall have full power to make such regulations and to give such orders and directions in all respects, as he or she shall deem expedient, as well as in respect to the matters and differences referred to them and also with respect to the mode and times of executing and performing any of the acts, deeds, matters, and things which may be awarded or directed to be done.

Should either party refuse or neglect to appoint said arbitrator or to furnish the arbitrator with any papers or information demanded, the arbitrator is empowered by both parties to proceed ex parte.

The arbitrator shall have the authority and power to request the production of any books or records in the possession or control of either of the parties and to order that either party shall in the meantime have access to and be permitted to inspect and take copies of all or any of the same relating to the matters in difference. This authority and power is subject to, and no greater than, the provisions for document discovery in the California Civil Procedure Code, is subject to appropriate objections by either party, and in no way extends to privileged or protected materials.

The arbitrator shall have the authority and power to proceed ex parte in the event that either party shall fail, after reasonable notice, to attend hearings before him or her.

The arbitrator may grant any remedy or relief that the arbitrator deems just and equitable and within the scope of the agreement of the parties, including, but not limited to, specific performance of a contract. An arbitrator may include an injunction or orders for specific performance of part or all of an award.

**Costs and Fees.** Each party shall be responsible for its own costs and expense of the arbitration, and the costs and fees of J.A.M.S. shall be borne by the District.

**Pre-Hearing.** Once the arbitrator is chosen, the Contract Arbitration Administrator at J.A.M.S. may be authorized and directed upon application of any party to schedule a pre-hearing conference with the arbitrator for the purpose of narrowing the issues, establishing a discovery schedule, arranging an acceptable procedure for any law and motion proceedings and in all respects arranging for the most expeditious hearing possible of the matters in dispute.

**Discovery.** Discovery shall be at the discretion of the arbitrator and allowed only upon a showing of good cause, utilizing the following guidelines:

- (a) The arbitrator shall have discretion to order pre-hearing exchange of information, including but not limited to, the production of requested documents and exchanges of summaries of testimony of proposed witnesses.
- (b) The deposition of the claimant(s) and respondent(s) shall be allowed as a matter of right. One set of form interrogatories approved by the Judicial Council shall be allowed. There shall be an early and prompt designation and exchange of the names and addresses of expert witnesses who may be called upon to testify at the arbitration hearing. The experts' depositions and all other discovery including additional depositions shall be allowed only upon a showing of good cause. It shall in no event exceed the discovery permitted by the California Code of Civil Procedure.

**Evidence.** Judicial Rules relating to the Order of Proof, the conduct of the hearing and the presentation and admissibility of evidence will not be applicable in this proceeding. Any relevant evidence, including hearsay, shall be admitted by the arbitrator if it is the sort of evidence upon which responsible persons are accustomed to rely in the conduct of serious affairs, regardless of the admissibility of such evidence in a court of law.

**Time Limits.** The award shall be made in writing by the arbitrator on or before the thirtieth day following the conclusion of the arbitration.

**Reasoned Opinion.** In rendering the award, the arbitrator must set forth the findings of fact and the conclusion(s) based thereon.

**Applicable Law.** The arbitration shall follow the substantive law of California and any relevant federal law. This shall include the provisions of statutory law dealing with arbitration, as it may exist at the time of the demand for arbitration, insofar as said provisions are not in conflict with this agreement and specifically excepting therefrom sections of the statutory law dealing with discovery and sections requiring notice of hearing date by registered or certified mail.

**Notice.** Each party shall be deemed to have consented that any papers, notices or process necessary or proper for the initiation or continuation of an arbitration under these rules; for any court action in connection therewith; or for the entry of judgment on any award made under these rules, may be served on a party by mail, addressed to the party or representative at the last known address, or by personal service, provided that reasonable opportunity to be heard with regard thereto has been granted to the party. The arbitrator and/or the parties may consent to the use of FAX transmission, e-mail, or other written forms or electronic communication to give the notices required by these rules.

**Finality of Award.** The award of the arbitrator shall be final and binding upon the parties without appeal or review except as permitted by the arbitration laws of California. Application may be had by any party to any court of general jurisdiction for entry and enforcement of judgment based on said award.

I have carefully read the contents of this Alternative Dispute Resolution Procedure and knowingly agree to be bound by its contents.

\_\_\_\_\_  
EMPLOYEE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
FOR THE DISTRICT

\_\_\_\_\_  
DATE

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****JOB DESCRIPTION****ASSISTANT DEAN/DISABLED STUDENTS PROGRAMS AND SERVICES****GENERAL RESPONSIBILITIES**

The Assistant Dean of Disabled Students Programs and Services (DSPS) works collaboratively within the College community to provide leadership in the development, facilitation, implementation and assessment of a comprehensive array of support services designed to ensure meaningful college access for qualified students with disabilities.

The Assistant Dean provides vision and leadership as an advocate and liaison to the College community by building networks that ensure understanding, support, and responsiveness to the development of effective policies and protocols, support services and reasonable accommodation; establishes and maintains effective working relationships, collaborations, partnerships and co-sponsorships with a variety of administrative and academic departments.

Overall responsibility for the supervision and administration of all programs and services provided through Disabled Student Programs and Services, including all assigned personnel and all related records and reports. This position performs other duties as assigned. This position is an academic administrator position.

**SPECIFIC RESPONSIBILITIES****DEVELOPMENT AND DELIVERY OF INSTITUTIONAL SERVICES**

Overall supervision of Disabled Student Programs and Services, staff functions, and related activities that serve the instructional and student services needs of students who have disabilities. Reviews programs, services, activities and expenditures for compliance with applicable state and federal law, regulations and guidelines, district policy and procedure responsiveness to the needs of students with disabilities.

**PERSONNEL**

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

## **ASSISTANT DEAN/DISABLED STUDENTS PROGRAMS AND SERVICES**

**Page 2**

### **SPECIFIC RESPONSIBILITIES (CONTINUED)**

#### **STUDENTS**

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

#### **BUDGET/FUNDING**

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

#### **PLANNING**

Responsible for planning courses, develops new curricula and improves instruction, special events and programs, scheduling classes and work schedules in response to demand, and developing annual goals and activities for DSPTS.

### **ORGANIZATIONAL RELATIONSHIPS**

This position reports to the Dean of Enrollment and Support Services and acts for the Dean in his/her absence.

### **ESSENTIAL FUNCTIONS**

Supervise all aspects of the planning, funding, coordinating, staffing, delivery and evaluation of programs, activities and classified staff assigned in the areas of responsibility; substantial responsibility for procurement, expenditure and accounting for funding in compliance with applicable law and policy, and for submission of reports.

Interprets federal (Section 504 of the Rehabilitation Act of 1973, Section 508 of 1998, the Americans with Disabilities Act of 1990), state (AB 77, Title V), and district regulations pertaining to the rights of students with disabilities and develops procedures and practices to ensure compliance and staying current on new and upcoming regulations and plan accordingly to mitigate those changes.

Determines appropriate accommodations for students and works with faculty and departments to implement those accommodations in an instructional setting.

## ASSISTANT DEAN/DISABLED STUDENTS PROGRAMS AND SERVICES

Page 3

### ESSENTIAL FUNCTIONS (CONTINUED)

Establishes and maintains accurate student and program records to satisfy district, state, and federal requirements. Prepare program evaluations and other required reporting including annual report to the State Chancellor's Office

Resolves student complaints, problems, conflicts, and special needs to maximize performance and access to programs.

### REQUIRED SKILLS AND QUALIFICATIONS

**Minimum Qualifications:** Possession of a master's degree with specialization in instruction, counseling, or administration of programs for disabled individuals; and, one year of formal training, internship, or leadership experience reasonably related to the administrator's administrative assignment.

**Desirable Qualifications:** At least two years of full-time experience or equivalent within the past four years working with disabled individuals in an educational setting; possesses the minimum qualifications to serve as a faculty member in a California Community College.

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

Knowledge of California Educational Code: Title 5 Regulations; knowledge of federal and state legislation related to individuals with disabilities, e.g. Section 504, ADA, VTEA.

## RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

## HUMAN RESOURCES DOCKET

## CLASSIFIED

MARCH 27, 2017

**CLASSIFIED**New Appointment

Alcantar, Ashley  
Financial Aid Tech (CL16-0906)  
Financial Aid/ SAC

Effective: March 6, 2017  
Grade 8, Step 1 \$39,282.09

Chiang, Yahwei  
Accountant (CL16-0896)  
Administrative Services/ SAC

Effective: February 22, 2017  
Grade 13, Step 1 \$49,504.97

Lewis, Cammie  
Sports Information Coordinator  
(CL16-0907) Kinesiology/ SAC

Effective: March 14, 2017  
Grade 13, Step 1 \$49,504.97

Temporary to Contract

Soto, Roxzel  
Sr. Account Clerk (CL16-0884)  
Continuing Education/ OEC

Effective: March 13, 2017  
Grade 10, Step 1 \$ 42,784.12

Vasquez, Liliana  
Administrative Clerk (CL16-0887)  
OEC/ SCC

Effective: March 14, 2017  
Grade 10, Step 1 + 2.5%Bil \$43,853.72

Professional Growth Increments

Bizon, Veronica  
Admissions & Records Spec. I/ School of  
Continuing Education/ SAC

Effective: April 1, 2017  
Grade 6, Step 1 + 5%L + 1PG (500)  
\$38,596.29

Garbis, Tiffany  
Graduation Specialist/ Admissions/ SCC

Effective: April 1, 2017  
Grade 15, Step 4 + 2.5%L + 9PG (3000)  
\$68,364.91

Garcia, Omelina  
Student Services Coord./ Student Services/  
SAC

Effective: April 1, 2017  
Grade 16, Step 6 + 5%L + 10PG (5000)  
\$83,355.60

Professional Growth Increments cont'd

Gonzales Martinez, Christine Accountant/ Auxiliary Services/ SCC	Effective: April 1, 2017 Grade 13, Step 5 + 2.5%L + 8PG (4000) \$65,696.12
Ishikawa, Junko International Student Prog. Spec./ Student Services/ SAC	Effective: April 1, 2017 Grade 11, Step 6 + 5%L + 2.5%Bil + 10PG (3750)           \$65,106.22
Recinos, Theresa Auxiliary Services Specialist/ Bookstore/ SAC	Effective: April 1, 2017 Grade 10, Step 6 + 7.5%L + 5PG (2500) \$61,212.63
Vazquez, Reyes Administrative Secretary/ Science & Math /SCC	Effective: April 1, 2017 Grade 12, Step 6 + 10%L + 10PG (5000) \$71,097.19

Change in Position

McWilliam, Janell From: Administrative Secretary/ Humanities & Soc. Sci./ SCC To: Instructional Coordinator/Analyst (CL17-0899) Academic Affairs/ SCC	Effective: March 6, 2017 Grade 13, Step 6 + 5%L \$66,391.37
Villasenor, Francisco From: Accountant To: Resource Development Coordinator (CL16-0874) Resource Dev./ District	Effective: March 3, 2017 Grade 16, Step 4 + 2.5%L + 1PG (500) \$69,876.79

Change in Salary Placement

Nguyen, Jimmy Administrative Secretary/ Fine & Performing Arts/ SAC	Effective: April 1, 2017 Grade 12, Step 4 + 2.5%L + 9PG (3000) \$58,849.88           Correction
---	---

Leave of Absence

Harrizon, Rosa Student Services Specialist/ Student Services/ SAC	Effective: 03/13/17 – 06/02/17 Reason: FMLA-Intermittent
---	---

Leave of Absence cont'd

Lopez, Sonia  
Financial Aid Tech./ SAC

Effective: 03/03/17 – 05/26/17  
Reason: Maternity/FMLA

Ratification of Resignation/Retirement

Bagdonas, Sheri  
Administrative Secretary/ Business Div./  
SAC

Effective: March 9, 2017  
Reason: Retirement

**CLASSIFIED HOURLY**

New Appointments

Arreola, Patricia  
Instructional Assistant  
(Reinstated from 39 Month Rehire List)  
School of Continuing Education/ SAC

Effective: March 20, 2017  
Up to 19 Hours/Week School Session  
Grade 5, Step A + 7.5%L \$18.04/Hour

Palafox, Anay  
Counseling Assistant (CL16-873)  
School of Continuing Education/ SAC

Effective: March 13, 2017  
19 Hours/Week 12 Months/Year  
Grade 5, Step A + 2.5%Bil \$17.20/Hour

Temporary to Hourly Ongoing

Martinez Marcial, Rosa  
Counseling Assistant (CL16-0873)  
School of Continuing Education/ SAC

Effective: March 6, 2017  
19 Hours/Week 12 Months/Year  
Grade 5, Step A + 2.5%Bil \$17.20/Hour

Snyder, John  
Video Technician (CL16-0786)  
Fine & Performing Arts/ SAC

Effective: March 6, 2017  
19 Hours/Week 12 Months/Year  
Grade 8, Step A \$18.81/Hour

Leave of Absence

Medina, Alondra  
Instructional Assistant/ Humanities & Soc.  
Sci./ SAC

Effective: 02/20/17 – 5/18/17  
Reason: Maternity/Parental Leave

**TEMPORARY ASSIGNMENT**

Mendez, Mayra  
General Office Clerk/ Admin. Services/  
SAC  
Effective: 03/28/17 – 06/30/17

Mutuc, Benjamiin  
District Safety Officer/ District  
Effective: 03/28/17 – 06/30/17

Additional Hours for Ongoing Assignment

Martinez Marcial, Rosa  
Counseling Assistant/ School of  
Continuing Education/ SAC  
Effective: 03/06/17 – 06/30/17  
Not to exceed 19 consecutive days in any  
given period.

Substitute Assignments

Jordan, Gregory  
Instructional Assistant/ School of  
Continuing Education/ SAC  
Effective: 03/18/17 – 04/28/17  
Not to exceed 19 consecutive days in any  
given period.

**MISCELLANEOUS POSITIONS**

Dinh, Uyen  
Presenter II/ Student Services/ SAC  
Effective: 03/13/17

Instructional Associates/Associate Assistants

**Criminal Justice**  
Rocha, Fernando  
Effective: 03/28/17

**VOLUNTEERS**

Macias, Jazmin  
Volunteer/ Student Services/ SCC  
Effective: 03/28/17 – 06/30/17

**SANTA ANA COLLEGE  
STUDENT ASSISTANT LIST**

Camarena, Jose E.	Effective:	03/07/17-06/30/17
Garcia, Carolina	Effective:	03/14/17-06/30/17
Gatica, Richard S.	Effective:	03/06/17-06/30/17
Lopez Lopez, Osvaldo	Effective:	03/06/17-06/30/17
Reimer, Tracy D.	Effective:	03/15/17-06/30/17
Song, Jiayin	Effective:	03/14/17-06/30/17
Tran, Xuan N.	Effective:	03/14/17-06/30/17
Wakefield, Romello	Effective:	03/01/17-06/30/17

**Stipends**

Alcocer, Arthur R. \$300.00 One Time Stipend Fall 2016	Counseling: S4S Champions Effective:	08/26/16-12/02/16
Capistrano, Carlo Miguel A. \$1600.00 One Time Stipend Fall 2016	Counseling: S4S Peer Mentor Effective:	08/22/16-12/09/16
Carlos, Norely \$300.00 One Time Stipend Fall 2016	Counseling: S4S Champions Effective:	08/26/16-12/02/16

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

Alawneh, Sohybe	Effective:	03/08/2017 – 06/30/2017
Chawla, Sahej	Effective:	03/10/2017 – 06/30/2017
Flanagan, Jackson	Effective:	02/27/2017 – 06/30/2017
Rezvan Nobahar, Mohammad Ali	Effective:	02/28/2017 – 06/30/2017
Ward, Erica	Effective:	03/13/2017 – 06/30/2017

Board of Trustees  
March 27, 2017

Conference Docket  
No. 6.3

AUTHORIZATION FOR BOARD TRAVEL/CONFERENCES (with actual and necessary expenses and cash advances as requested)

BOARD MEMBERS (to be approved)

COMMUNITY COLLEGE LEAGUE OF CALIFORNIA  
ADVISORY COMMITTEE ON LEGISLATION  
Sacramento, California– April 17, 2017

1 Board Member  
(John Hanna)

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

**Adoption of Resolution Authorizing Payment to Trustee Absent from Board Meetings**

Resolution No. 17-07

**Whereas**, California Education Code Section 72024(5d) provides that “a member (of the Board of Trustees) may be paid for any meeting when absent if the Board by Resolution duly adopted and included in its minutes find that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board,” and

**Whereas**, on March 13, 2017, the Board of Trustees of the Rancho Santiago Community College District held a regular board meeting; and

**Whereas**, Student Trustee Esther Chian was not present at the board meeting; and

**Whereas**, the board has determined that Student Trustee Chian’s absence was due to being out-of-state on student business;

**NOW, THEREFORE, BE IT RESOLVED** that Student Trustee Chian shall be paid at the regular rate of compensation for the board meeting on March 13, 2017.

Dated this 27<sup>th</sup> day of March 2017.

Ayes:  
Noes:  
Absent:  
Abstain:

---

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