

The vision of the
South Orange County Community College District
is to be a leader in exemplary teaching and learning,
student success and community partnerships.

AGENDA

Meeting of the Board of Trustees



Monday, July 22, 2013

Call to order: 5:00 p.m.

[Followed by Public Comments/Closed Session]

Reconvene Open Session: 5:30 p.m.

Ronald Reagan Board of Trustees, Room 145
Health Sciences/District Offices Building
Saddleback College
28000 Marguerite Parkway
Mission Viejo, CA 92692

Any writings relating to open session agenda items and distributed to all or a majority of all Board members within 72 hours prior to a regular meeting, or within 24 hours prior to a special meeting, shall be made available for inspection by the public at: Office of the Chancellor and Trustee Services, Room 334, Health Sciences/District Offices Building, Saddleback College, 28000 Marguerite Parkway, Mission Viejo, California.

Such writings may also be posted on the District's website: <http://www.socccd.edu>

The meeting is video recorded for public viewing.

Board of Trustees

Nancy M. Padberg – President, T.J. Prendergast, III - Vice President, Marcia Milchiker – Clerk
William O. Jay, David B. Lang, Timothy Jemal, James R. Wright, David Robinson – Student Trustee
Gary L. Poertner - Chancellor



Meeting of the Board of Trustees

July 22, 2013

CALL TO ORDER: 5:00 P.M.

1.0 PROCEDURAL MATTERS

1.1 Call to Order

1.2 Public Comments

*Members of the public may address the Board on items listed to be discussed in **closed session**. **Speakers are limited to two minutes each.***

RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- A. Public Employee Discipline/Dismissal/Release (GC Section 54957) (2 employees)
1. Public Employee Discipline (1)
 2. Public Employee Employment (1)
 - a. Counselor (1)

RECONVENE OPEN SESSION: 5:30 P.M.

It is the Board's intent to reconvene in public session at the time specified herein. If closed session business has not been completed by the time public session is scheduled to be reconvened, the Board may either remain in closed session longer, or reconvene in public and again recess to a closed session after completion of the public agenda. After the completion of any subsequent closed session, the Board shall again reconvene in public, and make any necessary reports of action taken before adjourning the meeting.

2.0 PROCEDURAL MATTERS

2.1 **Actions Taken in Closed Session**

2.2 **Invocation**

Led by Trustee David Lang

2.3 **Pledge of Allegiance**
Led by Trustee Tim Jemal

2.4 **Resolutions/Commendations**
A. Resolutions
None

B. Commendations
None

2.5 **Public Comments**
*Members of the public may address the Board on any item on the agenda at this time or during consideration of the item. Items not on the agenda that are within the subject matter jurisdiction of the Board may also be addressed at this time. **Speakers are limited to up to two minutes each.***

3.0 REPORTS

3.1 Oral Reports: ***Speakers are limited to up to two minutes each.***

- A. Board Reports
- B. Chancellor's Report
- C. College Presidents' Reports (*Written Reports included in Section 8.0*)
- D. Board Request(s) for Reports

4.0 DISCUSSION ITEMS

4.1 **SOCCCD: Affordable Care Act**
Evaluating the impacts of Affordable Care Act. A report request made by Trustee Prendergast at the June 17, 2013, Board of Trustees meeting.

4.2 **Saddleback College and Irvine Valley College: Student Success Scorecard for Community Colleges**
A presentation on performance indicators for Saddleback College and Irvine Valley College.

5.0 CONSENT CALENDAR ITEMS

All matters on the consent calendar are routine items and are to be approved in one motion unless a Board member requests separate action on a specific item, and states the compelling reason for separate action. .

5.1 **SOCCCD: Board of Trustees Meeting Minutes**
Approve minutes of a Regular Meeting held on June 17, 2013.

- 5.2 **Saddleback College: Study Abroad Program to Salamanca, Spain**
Approve the Saddleback College study abroad program: Spanish Language Studies in Salamanca, Spain in the spring of 2014 and direct the administration to execute the Educational Tour/Field Study Travel Contractor Agreement with the Travel and Education for coordinating all travel agreements.
- 5.3 **Saddleback College: Grant Acceptance, Enrollment Growth and Retention Program**
Accept the award renewal of \$278,000 from the Board of Governors California Community College Chancellor's Office for the Enrollment Growth and Retention Program.
- 5.4 **Saddleback College: Cox (Sprint/Nextel) Lease Agreement, Amendment No. 3 Revised**
Approve the amendment to correct the name changes for both the District and the wireless communications facility owner.
- 5.5 **Irvine Valley College: Life Sciences Building: Geotechnical Consultant Agreement, Amendment No. 4**
Approve amendment to the agreement with C.E.M. Lab Corp. increasing the contract amount by \$28,000. The total revised contract amount is \$328,402.
- 5.6 **Irvine Valley College: Life Sciences Building: Change Order No. 13**
Approve change order resulting in an increase of \$2,283. The total revised contract amount is \$11,655,343.11.
- 5.7 **Irvine Valley College: Grant Acceptance from the National Science Foundation**
Approve award of the National Science Foundation in the amount of \$190,008.
- 5.8 **Saddleback College and Irvine Valley College: Speakers**
Approve general fund honoraria for speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 5.9 **SOCCCD: District-wide Network Refresh – CMAS Contracts**
Approve the use of CMAS contracts for equipment and services in an amount not to exceed \$3,000,000.
- 5.10 **SOCCCD: Award of Bid: Janitorial Supplies**
Approve the award of bid in the amount of \$218,956.55.

- 5.11 **SOCCCD: DSA Inspection Services Pool**
Approve firms for a pool from which to draw DSA Inspection services.
- 5.12 **SOCCCD: Contract with Redisq Technologies for Software Development Services**
Approve agreement with Redisq Technologies in an amount not to exceed \$110,880.
- 5.13 **SOCCCD: Contract with Nimble Consulting for Database Design Services**
Approve agreement with Nimble Consulting in an amount not to exceed \$252,000.
- 5.14 **SOCCCD: Contract with Synergy Software Solutions for Software Development Services**
Approve agreement with Synergy Software Solutions in an amount not to exceed \$207,480.
- 5.15 **SOCCCD: Degree Audit System**
Approve the agreements with CollegeSource Inc. in the amount not to exceed \$187,901.00.
- 5.16 **SOCCCD: Adopt Resolution No. 13-26: Appropriations Limit for 2013-2014 (Gann Limit)**
Approve appropriations limit for the FY 2013-2014.
- 5.17 **SOCCCD: Budget Amendment: Adopt Resolution No. 13-27 to Amend FY 2012-2013 Adopted Budget**
Adopt resolution to amend the FY 2012-2013 Adopted Budget.
- 5.18 **SOCCCD: Authorization of District-wide Institutional Memberships FY 2013-2014**
Approve the memberships and estimated dues.
- 5.19 **SOCCCD: Adopt Resolution No. 13-28: Declaration an Emergency Situation as a Result of a Fire in the BGS Building and Approving the Award of Contract(s) for Emergency Repairs**
Approve resolution and award of contracts for emergency repairs.
- 5.20 **SOCCCD: Gifts to the District and Foundations**
Accept donations.
- 5.21 **SOCCCD: Purchase Order/Confirming Requisitions**
Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P13-04357 through P13-04487

amounting to \$806,944.33 and P14-00103 through P14-00519 amounting to \$32,335,439.23. Approve confirming requisitions dated May 29, 2013 through July 1, 2013 totaling \$5,200,572.64.

5.22 SOCCCD: Transfer of Budget Appropriations

Approve the transfer of budget appropriations.

5.23 SOCCCD: Payment of Bills

Approve check no. 170040 through 171204 processed through the Orange County Department of Education, totaling \$12,297,517.73; and check no. 010654 through 010690, processed through Saddleback College Community Education, totaling \$499,837.34; and checks no. 009120 through 009141, processed through Irvine Valley College Community Education, totaling \$393,649.55.

5.24 SOCCCD: June/July 2013 Contracts

Ratify contracts as listed.

6.0 GENERAL ACTION ITEMS

6.1 SOCCCD: OCSBA Board of Directors Interest Form

Approve possible trustee nomination for transmittal to OCSBA.

6.2 SOCCCD: Board Policy Revision: BP-164: Board Member Compensation, BP-5210: Enrollment Priorities, BP-152: Presentation of Initial Collective Bargaining Proposals, BP-4017: Child Abuse Reporting, BP-4220: Substitute Classified Employees

Discussion/Approval

6.3 SOCCCD: Board Policy Revision: BP-3100-Budget Preparation, BP 3101.5-Fiscal Management, BP-5606-International Student Admissions, BP-109-Board Education

Accept for Review and Study.

6.4 SOCCCD: Academic Personnel Actions – Regular Items

Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Authorization to Change Title for Full-Time Academic Counselor.

6.5 SOCCCD: Classified Personnel Actions – Regular Items

Approve New Personnel Appointments, Authorization to Eliminate Classified Position and/or Position Numbers, Authorization to Establish and Announce a Classified Position, Authorization to Eliminate and Create Classified Positions, Change of Hours and/or Categorical Funding for Classified

Positions, Authorization to Change Classified Positions, Change of Status, Out of Class Assignments, Additional Compensation, Resignation/Retirement/Conclusion of Employment, Volunteers.

7.0 REPORTS

- 7.1 **SOCCCD: CCCT Student Trustee Member Election – 2013**
CCCT Student Trustee Member Election information.
- 7.2 **SOCCCD: Basic Aid Report**
Report on projected receipts and approved projects.
- 7.3 **SOCCCD: Facilities Plan Status Report**
Status of current construction projects.
- 7.4 **SOCCCD: Retiree (OPEB) Trust Fund**
The report is for period ending June 30, 2013.

8.0 REPORTS FROM ADMINISTRATION AND GOVERNANCE GROUPS

*Reports by the following individuals and groups may be written and submitted through the docket process prior to distribution of the Board agenda packet. **Speakers are limited to two minutes each.***

- A. Saddleback College Academic Senate
- B. Faculty Association
- C. Irvine Valley College Academic Senate
- D. Associate Vice Chancellor, Economic Development
- E. Vice Chancellor, Technology and Learning Services
- F. Vice Chancellor, Human Resources
- G. Vice Chancellor, Business Services
- H. Irvine Valley College Classified Senate
- I. California School Employees Association
- J. Saddleback College Classified Senate
- K. Associated Student Government of SC
- L. Associated Student Government of IVC
- M. Police Officers Association

9.0 ADDITIONAL ITEMS

ADJOURNMENT (or continuation of closed session if required): **9:00 P.M.**

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Affordable Care Act Update
ACTION: Information

BACKGROUND

On March 23, 2010, the Affordable Care Act (ACA) was passed which puts into place comprehensive health insurance reforms. Some of the changes include a new Patients Bill of Rights, improved preventive services, and no limits for pre-existing conditions. The act also mandates health insurance coverage for most individuals by 2014 and provides healthcare exchanges for individual and small group policies.

The State of California elected to create its own healthcare exchange to provide access to health insurance for those without coverage. Employers are required to provide minimum essential coverage to all full-time employees or face penalties. There are numerous revenue raising fees imposed on insurance carriers and third party administrators beginning July 1, 2013 as well as a Cadillac Tax for excess benefits that begins in 2018.

STATUS

The District is currently evaluating the impacts of ACA in order to be in compliance and avoid penalties when it becomes effective. The District's medical plan currently meets all of the requirements related to coverage and costs to employees. The next steps include evaluating our workforce and determining if we are providing health insurance coverage to all employees who will qualify under the new requirements and reviewing our employment practices. The guidance for implementation is continuously being updated and amended. The most recent change delays the effective date for employer compliance from 2014 to 2015.

The District will continue to work with the third party administrator to evaluate the effects of ACA on the District's medical plan and employment practices in order to be in compliance by the effective dates. The Executive Director of Fiscal Services, Kim McCord, will present the details of ACA and the impacts to the District during this meeting (EXHIBIT A).



SOCCCD

Healthcare Reform

Impact Analysis and Compliance

Board of Trustees Meeting
July 22, 2013

Kim McCord, Executive Director, Fiscal Services
Vicki West, First Vice President, Alliant Employee Benefits



Healthcare Reform

DELAY IN EFFECTIVE DATE TO 2015

On July 2, 2013, the Obama administration delayed the effective date of a key provision of the Affordable Care Act (ACA) from 2014 to 2015. This will give the District some relief in implementation of ACA.



Healthcare Reform

Access to Comprehensive Coverage

- Healthcare Exchanges
- No limits for pre-existing conditions
- Guaranteed to be issued coverage
- No rescission of coverage
- No limits on Essential Health Benefits
- Coverage must be Minimum Value (60% of medical costs)
- Improved preventive/women's healthcare
- Limit waiting periods – benefits begin by 91st day – 61st day in California



Healthcare Reform

Affordability

- Subsidies for lower income families
- Caps on employee cost for single coverage

Employer Administration

- Automatic enrollment
- Notice to employees of Exchange
- Provide Summary of Benefit Coverage (SBC)
- W-2 reporting



Pay or Play Overview

By 2014, the group health plan marketplace will change dramatically:

- Penalties in place for large employers (excise taxes)
- Employers must offer minimum essential coverage
- Exchanges (Marketplace) available for individual and small group policies
- Individual mandate for most individuals to be insured
- Revenue raising provisions under Affordable Care Act (ACA) - fees added to the premium rates



Pay or Play Overview

Q. What is Pay or Play ?

A. Pay or play is a requirement for large employers (50 or more employees) to offer **Minimum Essential Coverage** which is **Affordable** and provides **Minimum Value**.

The coverage must be provided to at least 95% of all **full-time** employees and their dependents by the 91st day, 61st day in California, or risk **penalties**.

Full-time employee is defined as one who works ≥ 30 hours per week or 130 hours per month.

Pay or Play is effective on **January 1, 2015**



Determining Full-time Status

Measurement Period

- Time period used to measure average hours worked
- 12 months

Administrative Period

- Time to calculate average hours, communicate with employees and administer enrollment process
- 60 days

Stability Period

- Employees averaging 30+ hours offered benefits
- Can't drop employees from benefit coverage if hours drop below 30
- 12 months



Determining Full-time Status

$$\left[\begin{array}{l} \# \text{ regular} \\ \text{hours} \\ \text{worked} \end{array} + \begin{array}{l} \# \text{ hours of} \\ \text{paid time} \\ \text{off + special} \\ \text{unpaid leave} \end{array} \right] \div \begin{array}{l} \# \text{ months in} \\ \text{Measurement} \\ \text{Period} \end{array} = \begin{array}{l} \text{Average \#} \\ \text{hours} \\ \text{worked per} \\ \text{month} \end{array}$$

- **# hours of paid time off:** includes vacation, sick time, personal necessity, jury duty
- **# hours of special unpaid leave:** includes Family Medical Leave, term breaks

The District will be tracking all hours worked to determine full-time status.



Implications of ACA

- Penalties for not providing coverage (excise taxes)
- Costs to cover additional employees
- Cadillac Tax
- Revenue Raising Fees



Excise Taxes for Not Providing Coverage

Q. How are excise taxes triggered?

A. Excise taxes are triggered if a full-time employee enrolls in a state exchange and qualifies for subsidized coverage.

To be subsidy-eligible, the employee's household income must be between 100% and 400% of the Federal Poverty Level, based on 2013 (\$11,490 in the Continental US).



Excise Taxes for Not Providing Coverage

If SOCCCD does not offer minimum essential coverage to all qualified employees*, and

at least one full-time employee obtains federally-subsidized coverage from the Exchange (after first 30 employees), then

the excise tax is calculated at \$2,000 per full-time employee (approximately \$2 million)

*Coverage must be provided to at least 95% all **full-time** employees



Costs to Provide Additional Coverage

- An analysis was completed on hours worked during FY 2012-2013
- Very few employees who are currently ineligible for benefits worked on average 30 or more hours per week, meeting the full-time definition
- Annual impact of \$400,000 to add these employees to the current medical plans
- Additional group of employees who worked between 25 and 30 hours per week would cost \$1.5 million annually to add to the current medical plans
- Most of these employees would qualify for a subsidy which could trigger an excise tax penalty if they work (on average) 30 hours or more per week



Cadillac Tax

Besides being required to provide minimum essential coverage, there are provisions in ACA that address excess benefits

- Healthcare premium cap is \$10,200/individual and \$27,500/family
- Effective 2018, 40% tax on premium amounts in excess of the premium cap
- Insurers and Third Party Administrators (TPAs) pay the tax, which would be passed on to employers

SOCCCD Potential Cost

- PPO Plan estimated tax of \$6,615 per individual with employee only coverage
(202 * \$6,615 = 1,336,230)
- HMO Plan estimated tax of \$4,861 per individual with employee only coverage
(16 * \$4,861 = \$77,776)



Revenue Raising Fees (con't)

Fees are charged to raise revenue to fund affordable healthcare reform programs.

1) Patient Centered Outcomes Research (PCORI) Fee

- First fee payment due 7/31/13
- Self funded and fully insured plans pay the fee
- Fees used to improve quality of healthcare
- Fee - \$1 multiplied by the average number of covered lives on the plan (\$2 following year)
- SISC will pay PPO plan fees from reserves
- HMO carriers pay fees and included them in new rates
- Estimated Annual Cost is \$2,794 for 2013 and \$5,588 for 2014 (includes Medicare retirees)



Revenue Raising Fees

2) Annual Fees paid by Insurance Carriers (insured plans only)

- Annual tax on health insurance
- Pays for Medicaid expansion
- Begins in 2014 – calculated at 2.46% of premiums paid in 2013
- Estimated annual cost - Medical HMO – \$441,963.70

3) Reinsurance fees paid by Insurance Carriers and TPAs

- Calculated at \$5.25 per month per covered individual (\$63 per year)
- Used to offset the risk of high cost claims
- Temporary reinsurance fee effective 1/1/14 – 1/1/17
- Estimated annual cost - \$158,508 (does not include Medicare retirees)



Summary of Potential Costs and Fees*

Potential costs for benefits for employees not currently offered benefits if practices not changed	\$1,900,000
Potential excise tax for not providing coverage to qualified employees	\$2,000,000
Cadillac tax for excess benefits (2018)	\$1,414,000
Patient Centered Outcomes Research Fee paid by SISC and Insurance Carrier	\$2,794
Annual Fee for Insurance Carriers	\$441,964
Reinsurance Fees paid by Insurance Carriers	\$158,508

*The fees and cost impacts are an estimate based on current medical plans, enrollment and part-time employee base. The total potential cost impact could fluctuate if there are changes to the plans, enrollment or part-time employee base

--The first two items will be avoided by changing practices--



Next Steps & Recommendations

- Analyze SOCCCD workforce; identify risk of penalties
- Determine how to document monthly hours worked so it can be proven to the IRS
- Educate members within our organization
- Review bargaining unit contracts: determine if there are implications in contract language that have unintended consequences and could cause penalties



Next Steps & Recommendations

- Review our employment practices
 - Chancellor's Executive Council has agreed to have a standard practice of non-bargaining unit employees (short-term hourly) and cyclical employees work 25 hours or less per week
 - This will protect the District and Colleges from large potential penalties
- *Watch for more guidance; the rules keep changing!*



Questions?

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Student Success Scorecard for the Community Colleges
ACTION: Discussion

BACKGROUND

In its commitment to increase transfer and degree and certificate attainment, the California Community Colleges Board of Governors has established a performance measurement system known as the Student Success Scorecard that tracks student success at all 112 community colleges.

The data available in this scorecard tells how well colleges are doing in remedial instruction, job training programs, retention of students and graduation and completion rates.

STATUS

Exhibit A contains the Student Success Scorecard statewide indicators. Exhibit B is the Saddleback College portion of the report, and Exhibit C is the Irvine Valley College portion of the report. Dr. Caroline Durdella, Director of Research, Planning and Accreditation, Saddleback College, and Dr. Craig Hayward, Director of Research, Planning and Accreditation, Irvine Valley College, will present additional information on the Student Success Scorecard.



2013 Statewide Student Success Scorecard

The California Community Colleges is the largest system of higher education in the nation, with more than 2.4 million students attending 112 colleges. Our colleges provide students with the knowledge and background necessary to compete in today's economy. With a wide range of educational offerings, the colleges provide workforce training, basic courses in English and math, certificate and degree programs and preparation for transfer to four-year institutions.

Student Information (2011-12)

Students		2,425,294	
GENDER		RACE/ETHNICITY	
Female	53.0%	African American	7.5%
Male	45.8%	American Indian/Alaskan Native	0.5%
Unknown Gender	1.2%	Asian	11.5%
AGE		Filipino	2.9%
Under 20 years old	24.2%	Hispanic	35.9%
20 to 24 years old	30.5%	Pacific Islander	0.5%
25 to 49 years old	35.7%	White	31.2%
50 or more years old	9.6%	Two or More Races	2.8%
Unknown Age	0.0%	Unknown Ethnicity	7.1%

Other Information (2011-12)

Full-Time Equivalent Students	1,141,428.6
Credit Sections	313,931
Non-Credit Sections	27,993
Median Credit Section Size	29
Percentage of Full-Time Faculty	56.9%



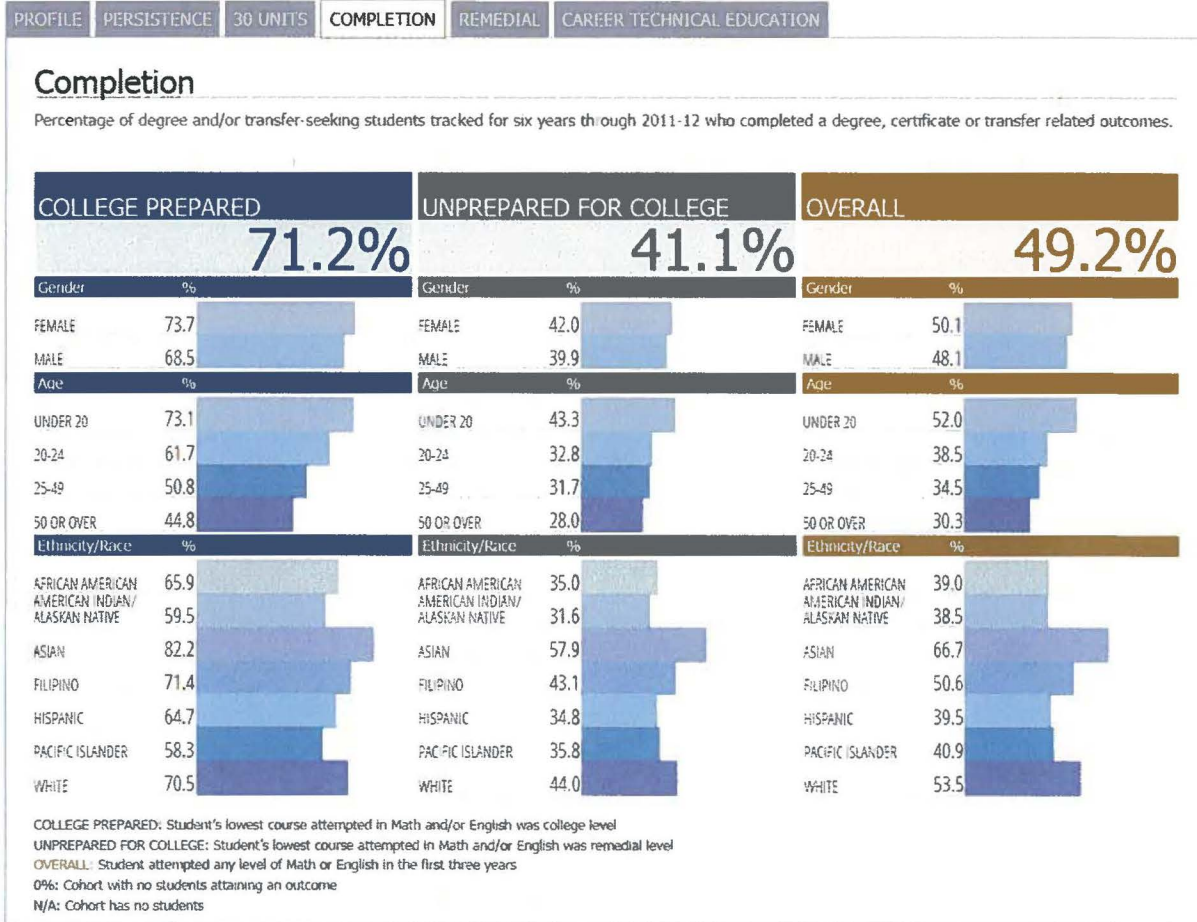
2013 Statewide Student Success Scorecard Metrics

Cohort Tracked for Six Years Through 2011-12	Completion			Persistence			30 Units			Remedial			Career Technical Education	Career Development & College Preparation
	Prepared	Unprepared	Overall	Prepared	Unprepared	Overall	Prepared	Unprepared	Overall	Math	English	ESL		
Cohort	71.2%	41.1%	49.2%	62.2%	67.3%	65.8%	70.1%	65.1%	66.4%	25.9%	38.1%	23.6%	55.0%	12.4%
Female	73.7%	42.0%	50.1%	61.5%	67.3%	65.7%	69.9%	65.9%	66.9%	27.0%	39.7%	24.7%	58.1%	12.6%
Male	68.5%	39.9%	48.1%	63.3%	67.3%	66.1%	70.3%	64.1%	65.9%	24.3%	36.2%	21.9%	51.9%	12.7%
Under 20 years old	73.1%	43.3%	52.0%	62.1%	67.8%	66.1%	71.1%	66.8%	68.0%	28.7%	42.8%	46.4%	64.4%	28.0%
20 to 24 years old	61.7%	32.8%	38.5%	62.9%	61.1%	61.4%	65.5%	57.0%	58.7%	24.4%	32.7%	32.7%	59.2%	23.4%
25 to 49 years old	50.8%	31.7%	34.5%	63.7%	67.6%	67.1%	58.9%	59.7%	59.5%	23.0%	30.1%	15.7%	47.0%	6.5%
50 or more years old	44.8%	28.0%	30.3%	60.1%	76.1%	73.9%	46.2%	60.9%	58.9%	16.6%	22.5%	8.7%	43.4%	2.2%
African-American	65.9%	35.0%	39.0%	52.3%	61.4%	60.1%	57.1%	55.6%	55.8%	14.1%	24.3%	21.3%	49.8%	14.9%
American Indian/Alaskan Native	59.5%	31.6%	38.5%	66.2%	64.2%	64.6%	67.2%	58.0%	60.3%	19.4%	26.1%	24.2%	51.3%	16.6%
Asian	82.2%	57.9%	66.7%	57.0%	71.8%	66.4%	68.6%	75.4%	72.9%	41.2%	56.5%	30.2%	61.7%	14.1%
Filipino	71.4%	43.1%	50.6%	62.6%	69.4%	67.6%	70.0%	68.4%	68.8%	31.2%	46.1%	29.5%	64.4%	NA
Hispanic	64.7%	34.8%	39.5%	62.7%	66.6%	65.8%	68.2%	61.8%	62.8%	23.9%	34.5%	17.0%	53.2%	9.1%
Pacific Islander	58.3%	35.8%	40.9%	57.0%	64.9%	62.9%	62.8%	61.3%	61.6%	19.8%	34.9%	26.1%	54.1%	21.1%
White	70.5%	44.0%	53.5%	64.9%	68.1%	66.9%	72.1%	67.5%	69.2%	30.2%	41.6%	25.4%	54.8%	20.2%

Student Success Scorecard 2013

Online Version

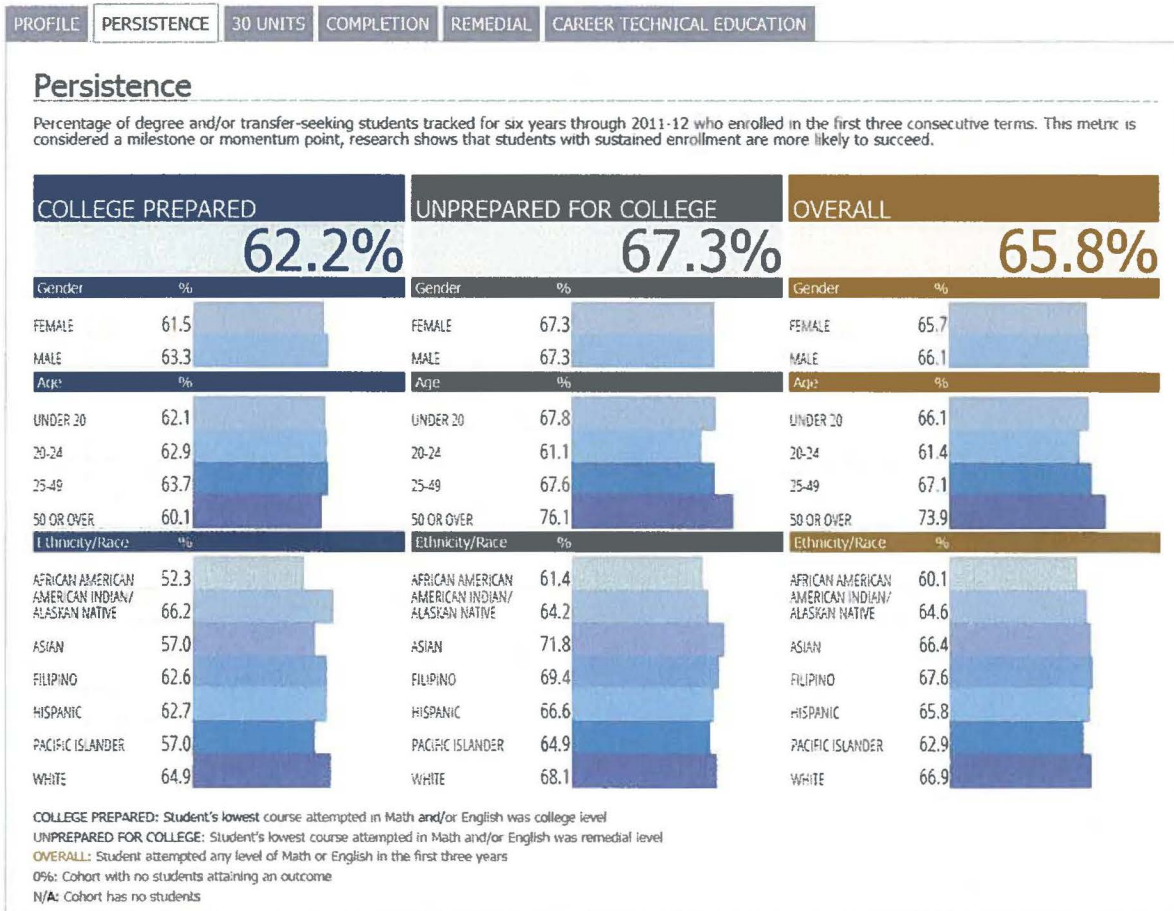
Statewide



Student Success Scorecard 2013

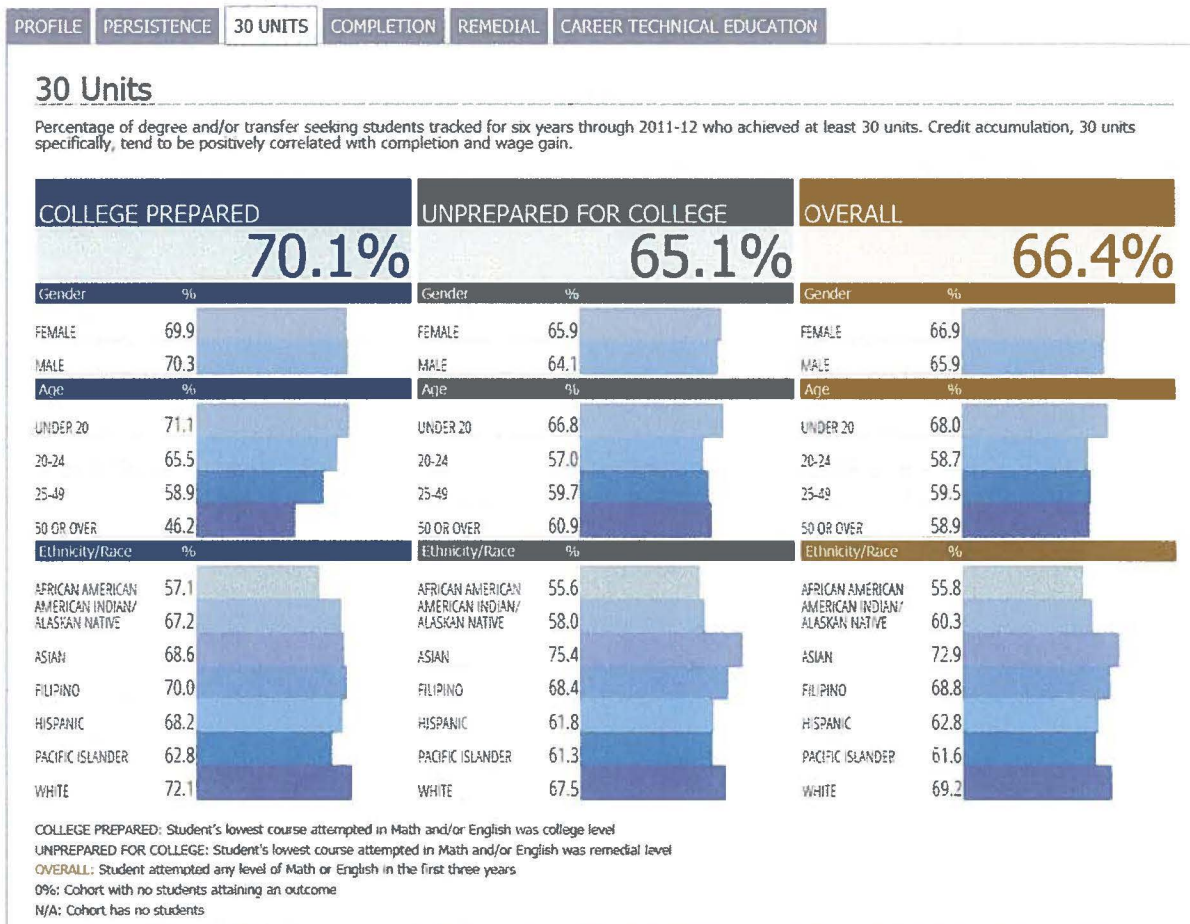
Online Version

Statewide



Student Success Scorecard 2013 Online Version

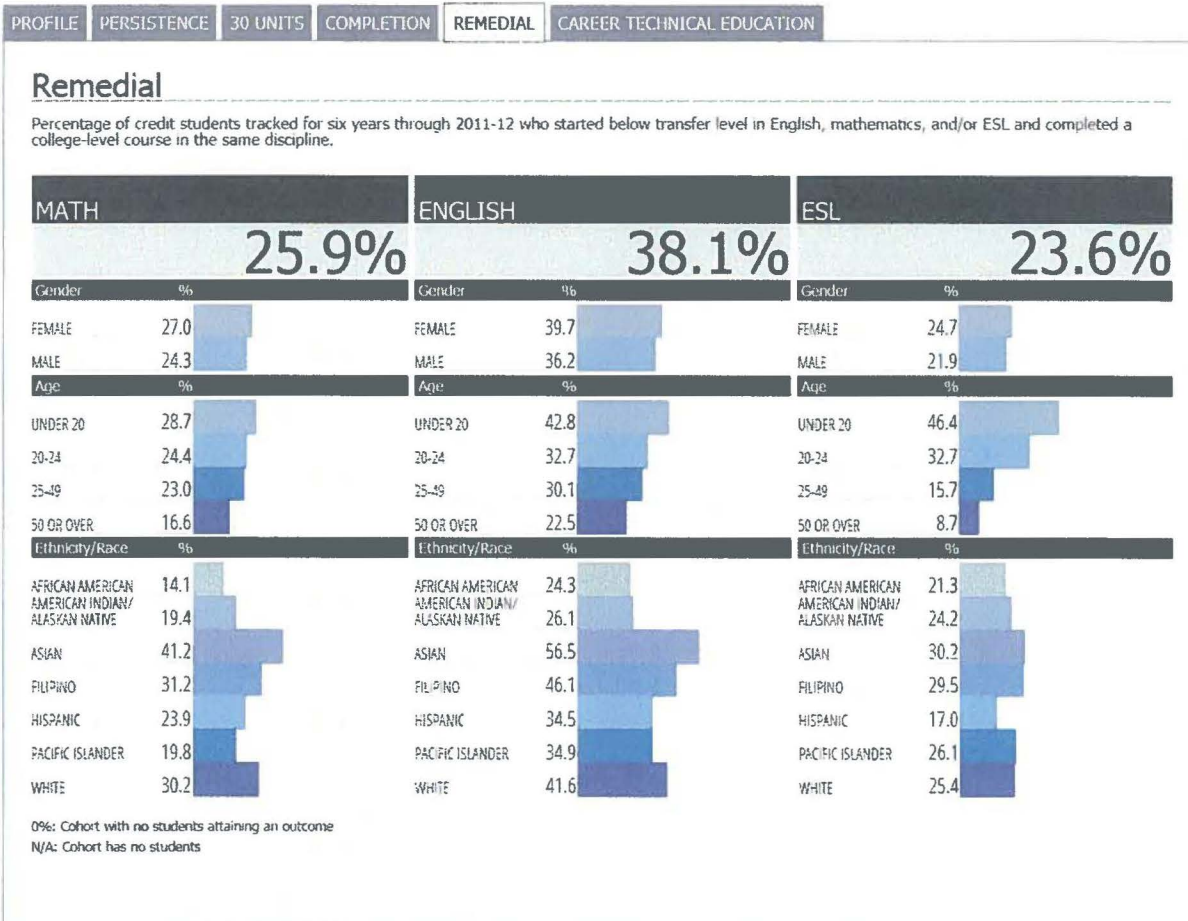
Statewide



Student Success Scorecard 2013

Online Version

Statewide



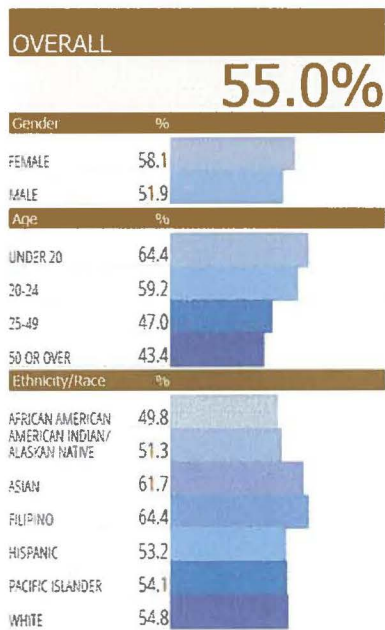
Student Success Scorecard 2013 Online Version

Statewide

- PROFILE
- PERSISTENCE
- 30 UNITS
- COMPLETION
- REMEDIAL
- CAREER TECHNICAL EDUCATION

Career Technical Education

Percentage of students tracked for six years through 2011-12 who completed several courses classified as career technical education (or vocational) in a single discipline and completed a degree, certificate or transferred.



0%: Cohort with no students attaining an outcome
N/A: Cohort has no students



2013 Saddleback College Student Success Scorecard

Saddleback College, founded in 1968, is in Mission Viejo. The college is the largest and oldest member of the South Orange County Community College District. The college provides a Veterans Education Transition Services (VETS) Center, devoted to helping veterans transition from combat to the classroom.

Student Information (2011-12)

Students		39,739	
GENDER		RACE/ETHNICITY	
Female	57.9%	African American	1.9%
Male	40.5%	American Indian/Alaskan Native	0.3%
Unknown Gender	1.6%	Asian	8.9%
AGE		Filipino	2.0%
Under 20 years old	23.9%	Hispanic	18.2%
20 to 24 years old	28.9%	Pacific Islander	0.3%
25 to 49 years old	26.2%	White	60.9%
50 or more years old	21.0%	Two or More Races	3.5%
Unknown Age	0.0%	Unknown Ethnicity	4.1%

Other Information (2011-12)

Full-Time Equivalent Students	18,473.0
Credit Sections	5,305
Non-Credit Sections	555
Median Credit Section Size	26
Percentage of Full-Time Faculty	51.2%

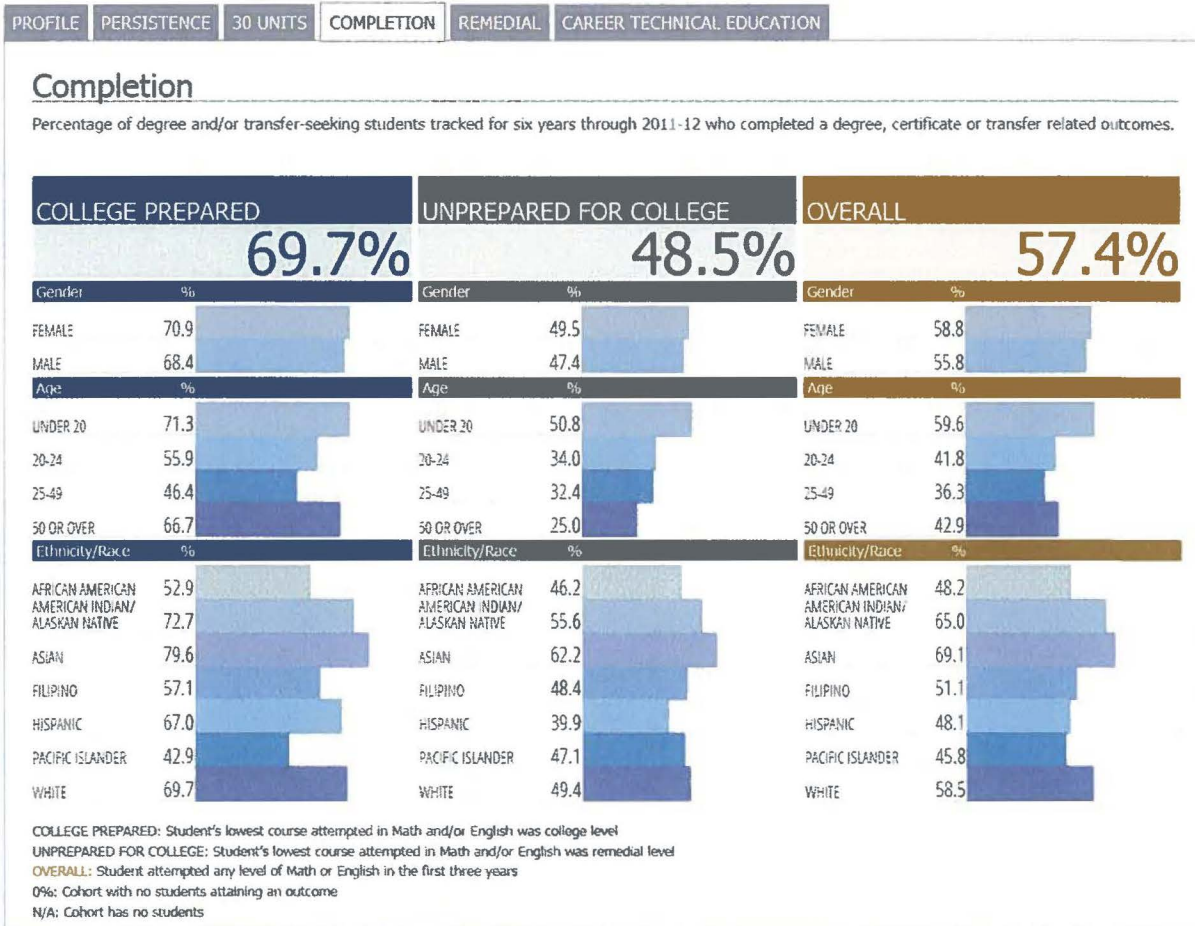


2013 Saddleback College Student Success Scorecard Metrics

Cohort Tracked for Six Years Through 2011-12	Completion			Persistence			30 Units			Remedial			Career Technical Education	Career Development & College Preparation
	Prepared	Unprepared	Overall	Prepared	Unprepared	Overall	Prepared	Unprepared	Overall	Math	English	ESL		
Cohort	69.7%	48.5%	57.4%	73.4%	75.4%	74.6%	75.6%	72.1%	73.5%	39.1%	49.5%	17.6%	58.6%	6.6%
Female	70.9%	49.5%	58.8%	73.2%	77.9%	75.8%	74.5%	74.2%	74.3%	41.3%	44.6%	17.3%	58.8%	5.6%
Male	68.4%	47.4%	55.8%	74.2%	73.2%	73.6%	76.7%	69.9%	72.6%	36.0%	53.4%	19.1%	58.6%	8.9%
Under 20 years old	71.3%	50.8%	59.6%	74.0%	77.0%	75.7%	77.7%	74.6%	75.9%	36.3%	53.4%	31.6%	71.1%	14.8%
20 to 24 years old	55.9%	34.0%	41.8%	61.0%	64.2%	63.0%	57.6%	53.8%	55.2%	39.4%	47.5%	32.0%	58.9%	11.3%
25 to 49 years old	46.4%	32.4%	36.3%	78.6%	66.2%	69.6%	46.4%	56.8%	53.9%	45.0%	43.1%	13.8%	50.6%	5.4%
50 or more years old	66.7%	25.0%	42.9%	66.7%	75.0%	71.4%	33.3%	75.0%	57.1%	35.7%	42.9%	10.0%	47.7%	4.5%
African-American	52.9%	46.2%	48.2%	58.8%	53.8%	55.4%	58.8%	59.0%	58.9%	30.0%	40.0%	NA	73.9%	NA
American Indian/Alaskan Native	72.7%	55.6%	65.0%	81.8%	66.7%	75.0%	72.7%	77.8%	75.0%	33.3%	33.3%	0.0%	83.3%	NA
Asian	79.6%	62.2%	69.1%	66.7%	75.6%	72.1%	72.2%	80.5%	77.2%	45.5%	54.8%	23.1%	55.3%	7.5%
Filipino	57.1%	48.4%	51.1%	64.3%	80.6%	75.6%	64.3%	83.9%	77.8%	60.0%	69.2%	0.0%	56.4%	NA
Hispanic	67.0%	39.9%	48.1%	75.7%	74.5%	74.9%	76.5%	66.5%	69.6%	42.6%	41.4%	9.0%	54.4%	2.9%
Pacific Islander	42.9%	47.1%	45.8%	71.4%	58.8%	62.5%	42.9%	70.6%	62.5%	11.1%	42.9%	NA	66.7%	NA
White	69.7%	49.4%	58.5%	74.5%	77.0%	75.9%	76.6%	72.8%	74.5%	36.6%	48.7%	25.5%	61.1%	12.0%

Student Success Scorecard 2013 Online Version

Saddleback College



Student Success Scorecard 2013 Online Version

Saddleback College

- PROFILE
- PERSISTENCE**
- 30 UNITS
- COMPLETION
- REMEDIAL
- CAREER TECHNICAL EDUCATION

Persistence

Percentage of degree and/or transfer-seeking students tracked for six years through 2011-12 who enrolled in the first three consecutive terms. This metric is considered a milestone or momentum point, research shows that students with sustained enrollment are more likely to succeed.

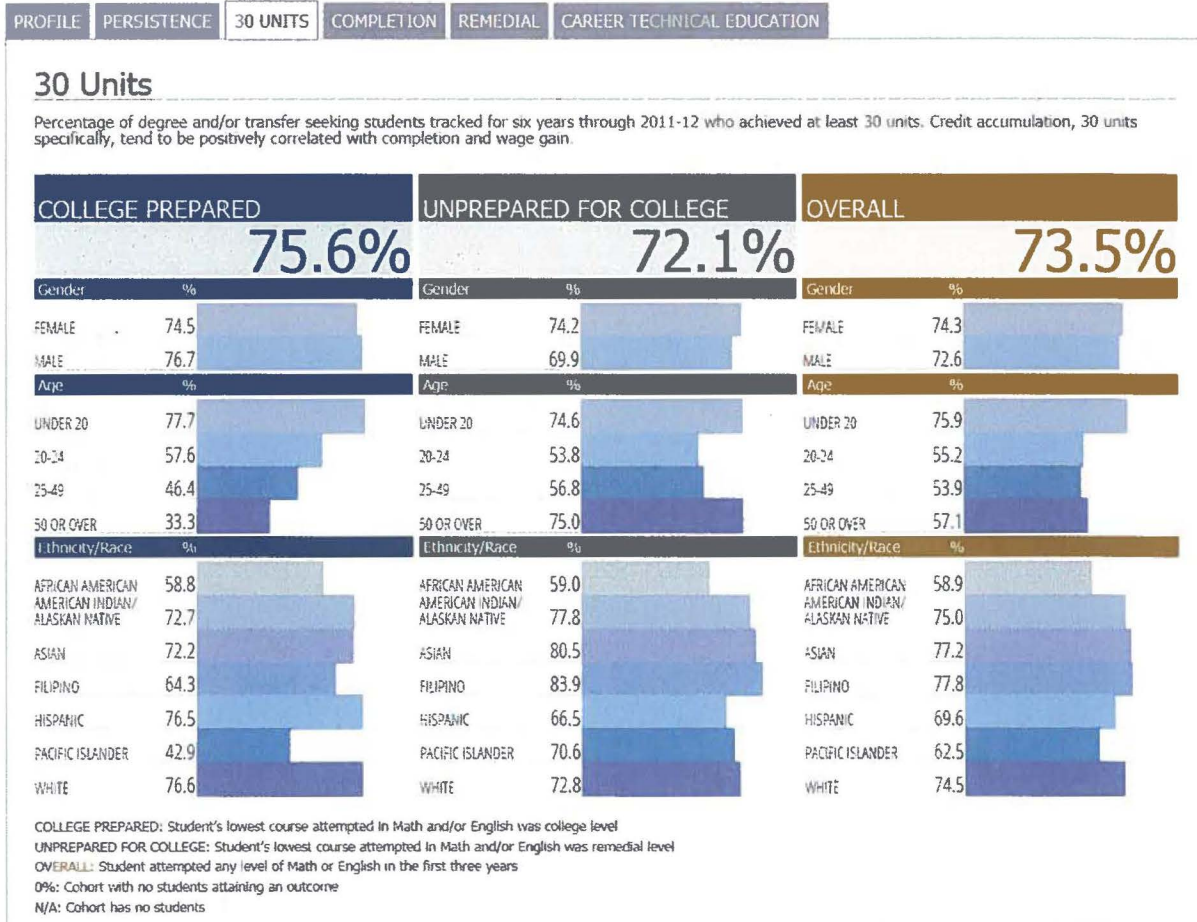
COLLEGE PREPARED		UNPREPARED FOR COLLEGE		OVERALL	
73.4%		75.4%		74.6%	
Gender	%	Gender	%	Gender	%
FEMALE	73.2	FEMALE	77.9	FEMALE	75.8
MALE	74.2	MALE	73.2	MALE	73.6
Age	%	Age	%	Age	%
UNDER 20	74.0	UNDER 20	77.0	UNDER 20	75.7
20-24	61.0	20-24	64.2	20-24	63.0
25-49	78.6	25-49	66.2	25-49	69.6
50 OR OVER	66.7	50 OR OVER	75.0	50 OR OVER	71.4
Ethnicity/Race	%	Ethnicity/Race	%	Ethnicity/Race	%
AFRICAN AMERICAN	58.8	AFRICAN AMERICAN	53.8	AFRICAN AMERICAN	55.4
AMERICAN INDIAN/ ALASKAN NATIVE	81.8	AMERICAN INDIAN/ ALASKAN NATIVE	66.7	AMERICAN INDIAN/ ALASKAN NATIVE	75.0
ASIAN	66.7	ASIAN	75.6	ASIAN	72.1
FILIPINO	64.3	FILIPINO	80.6	FILIPINO	75.6
HISPANIC	75.7	HISPANIC	74.5	HISPANIC	74.9
PACIFIC ISLANDER	71.4	PACIFIC ISLANDER	58.8	PACIFIC ISLANDER	62.5
WHITE	74.5	WHITE	77.0	WHITE	75.9

COLLEGE PREPARED: Student's lowest course attempted in Math and/or English was college level
 UNPREPARED FOR COLLEGE: Student's lowest course attempted in Math and/or English was remedial level
 OVERALL: Student attempted any level of Math or English in the first three years
 0%: Cohort with no students attaining an outcome
 N/A: Cohort has no students

Student Success Scorecard 2013

Online Version

Saddleback College



Student Success Scorecard 2013 Online Version

Saddleback College

- [PROFILE](#) |
 [PERSISTENCE](#) |
 [30 UNITS](#) |
 [COMPLETION](#) |
 REMEDIAL |
 [CAREER TECHNICAL EDUCATION](#)

Remedial

Percentage of credit students tracked for six years through 2011-12 who started below transfer level in English, mathematics, and/or ESL and completed a college-level course in the same discipline.

MATH		ENGLISH		ESL	
39.1%		49.5%		17.6%	
Gender	%	Gender	%	Gender	%
FEMALE	41.3	FEMALE	44.6	FEMALE	17.3
MALE	36.0	MALE	53.4	MALE	19.1
Age	%	Age	%	Age	%
UNDER 20	36.3	UNDER 20	53.4	UNDER 20	31.6
20-24	39.4	20-24	47.5	20-24	32.0
25-49	45.0	25-49	43.1	25-49	13.8
50 OR OVER	35.7	50 OR OVER	42.9	50 OR OVER	10.0
Ethnicity/Race	%	Ethnicity/Race	%	Ethnicity/Race	%
AFRICAN AMERICAN	30.0	AFRICAN AMERICAN	40.0	AFRICAN AMERICAN	N/A
AMERICAN INDIAN/ ALASKAN NATIVE	33.3	AMERICAN INDIAN/ ALASKAN NATIVE	33.3	AMERICAN INDIAN/ ALASKAN NATIVE	0.0
ASIAN	45.5	ASIAN	54.8	ASIAN	23.1
FILIPINO	60.0	FILIPINO	69.2	FILIPINO	0.0
HISPANIC	42.6	HISPANIC	41.4	HISPANIC	9.0
PACIFIC ISLANDER	11.1	PACIFIC ISLANDER	42.9	PACIFIC ISLANDER	N/A
WHITE	36.6	WHITE	48.7	WHITE	25.5

0%: Cohort with no students attaining an outcome
N/A: Cohort has no students

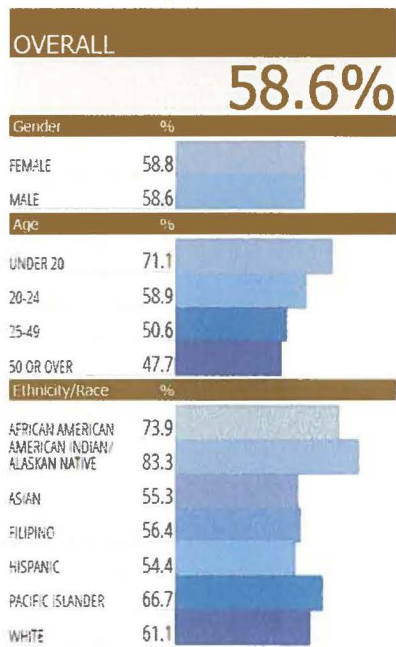
Student Success Scorecard 2013 Online Version

Saddleback College

- PROFILE
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Career Technical Education

Percentage of students tracked for six years through 2011-12 who completed several courses classified as career technical education (or vocational) in a single discipline and completed a degree, certificate or transferred.



0%: Cohort with no students attaining an outcome
N/A: Cohort has no students



2013 Irvine Valley College Student Success Scorecard

Irvine Valley College, established in 1985 in Irvine, is one of two colleges in the South Orange County Community College District, the other being Saddleback College in Mission Viejo. The college offers a full complement of programs, from the more traditional liberal arts and sciences to advanced technologies. The success of the college's many programs is demonstrated by its outstanding transfer and completion rates.

Student Information (2011-12)

Students		22,443
GENDER		RACE/ETHNICITY
Female	54.9%	African American
Male	43.6%	American Indian/Alaskan Native
Unknown Gender	1.5%	Asian
AGE		Filipino
Under 20 years old	28.9%	Hispanic
20 to 24 years old	30.6%	Pacific Islander
25 to 49 years old	26.6%	White
50 or more years old	13.8%	Two or More Races
Unknown Age	0.0%	Unknown Ethnicity

Other Information (2011-12)

Full-Time Equivalent Students	9,334.6
Credit Sections	2,834
Non-Credit Sections	343
Median Credit Section Size	28
Percentage of Full-Time Faculty	51.2%

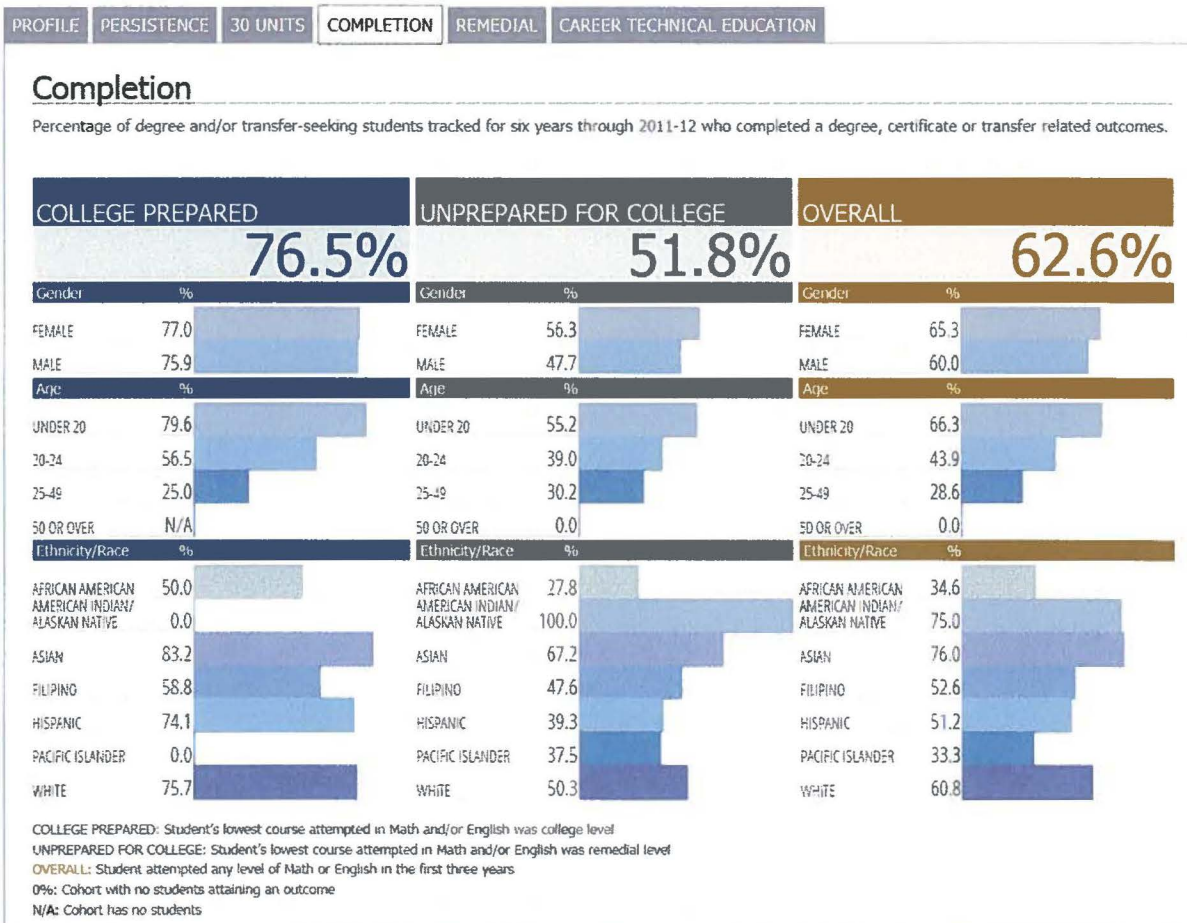


2013 Irvine Valley College Student Success Scorecard Metrics

Cohort Tracked for Six Years Through 2011-12	Completion			Persistence			30 Units			Remedial			Career Technical Education
	Prepared	Unprepared	Overall	Prepared	Unprepared	Overall	Prepared	Unprepared	Overall	Math	English	ESL	
Cohort	76.5%	51.8%	62.6%	50.4%	68.4%	60.5%	67.7%	69.9%	68.9%	41.0%	74.3%	12.3%	51.8%
Female	77.0%	56.3%	65.3%	49.8%	71.7%	62.1%	66.7%	73.6%	70.6%	42.5%	79.0%	13.8%	50.5%
Male	75.9%	47.7%	60.0%	50.7%	65.4%	59.0%	68.5%	66.6%	67.4%	39.6%	66.7%	8.9%	53.2%
Under 20 years old	79.6%	55.2%	66.3%	49.1%	69.2%	60.0%	68.3%	72.0%	70.3%	40.8%	75.5%	52.6%	80.5%
20 to 24 years old	56.5%	39.0%	43.9%	65.2%	66.1%	65.9%	69.6%	64.4%	65.9%	38.0%	70.4%	26.8%	58.5%
25 to 49 years old	25.0%	30.2%	28.6%	65.0%	58.1%	60.3%	55.0%	53.5%	54.0%	45.6%	75.0%	6.3%	36.6%
50 or more years old	NA	0.0%	0.0%	NA	100.0%	100.0%	NA	25.0%	25.0%	15.4%	100.0%	3.1%	27.3%
African-American	50.0%	27.8%	34.6%	50.0%	61.1%	57.7%	50.0%	55.6%	53.8%	62.5%	100.0%	0.0%	42.9%
American Indian/Alaskan Native	0.0%	100.0%	75.0%	100.0%	66.7%	75.0%	0.0%	66.7%	50.0%	20.0%	NA	NA	100.0%
Asian	83.2%	67.2%	76.0%	39.1%	65.6%	51.0%	63.4%	82.4%	71.9%	46.2%	80.6%	15.6%	46.2%
Filipino	58.8%	47.6%	52.6%	52.9%	76.2%	65.8%	52.9%	81.0%	68.4%	27.3%	50.0%	50.0%	45.0%
Hispanic	74.1%	39.3%	51.2%	56.9%	65.2%	62.4%	67.2%	54.5%	58.8%	35.0%	61.5%	0.0%	55.2%
Pacific Islander	0.0%	37.5%	33.3%	100.0%	100.0%	100.0%	100.0%	50.0%	55.6%	20.0%	0.0%	NA	57.1%
White	75.7%	50.3%	60.8%	55.0%	66.7%	61.9%	72.0%	69.9%	70.8%	42.8%	77.1%	12.0%	56.8%

Student Success Scorecard 2013 Online Version

Irvine Valley College



Student Success Scorecard 2013

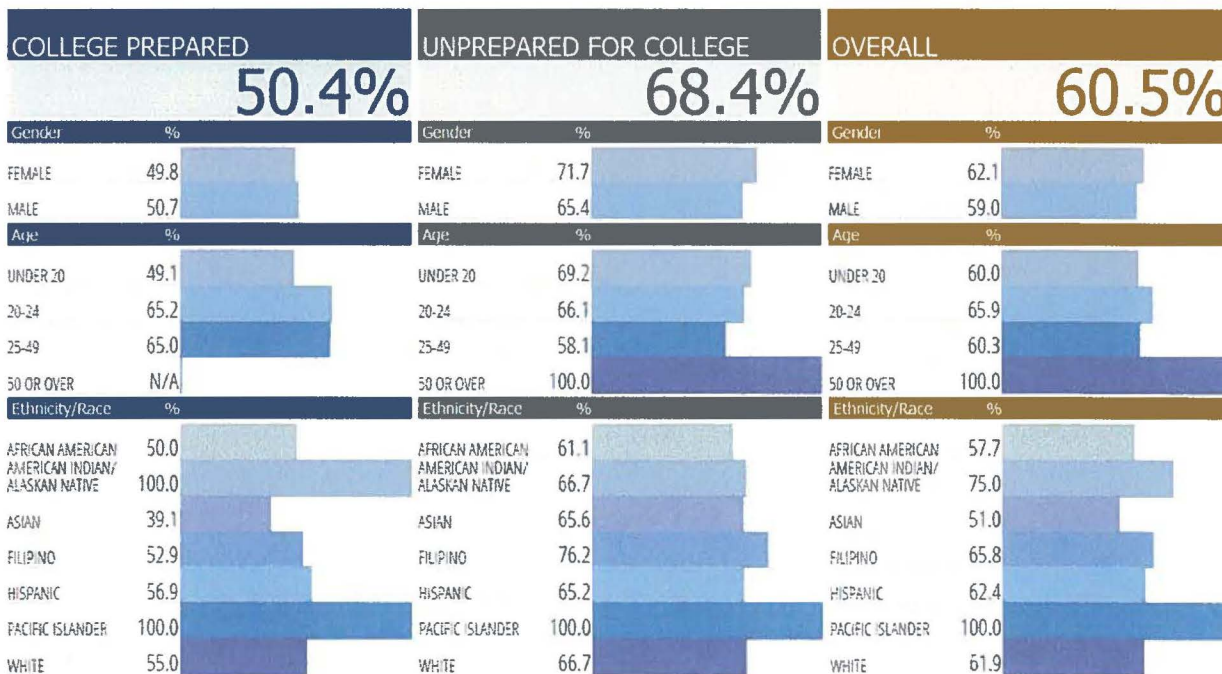
Online Version

Irvine Valley College

- PROFILE
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Persistence

Percentage of degree and/or transfer-seeking students tracked for six years through 2011-12 who enrolled in the first three consecutive terms. This metric is considered a milestone or momentum point, research shows that students with sustained enrollment are more likely to succeed.



COLLEGE PREPARED: Student's lowest course attempted in Math and/or English was college level
 UNPREPARED FOR COLLEGE: Student's lowest course attempted in Math and/or English was remedial level
 OVERALL: Student attempted any level of Math or English in the first three years
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Student Success Scorecard 2013 Online Version

Irvine Valley College

PROFILE | PERSISTENCE | **30 UNITS** | COMPLETION | REMEDIAL | CAREER TECHNICAL EDUCATION

30 Units

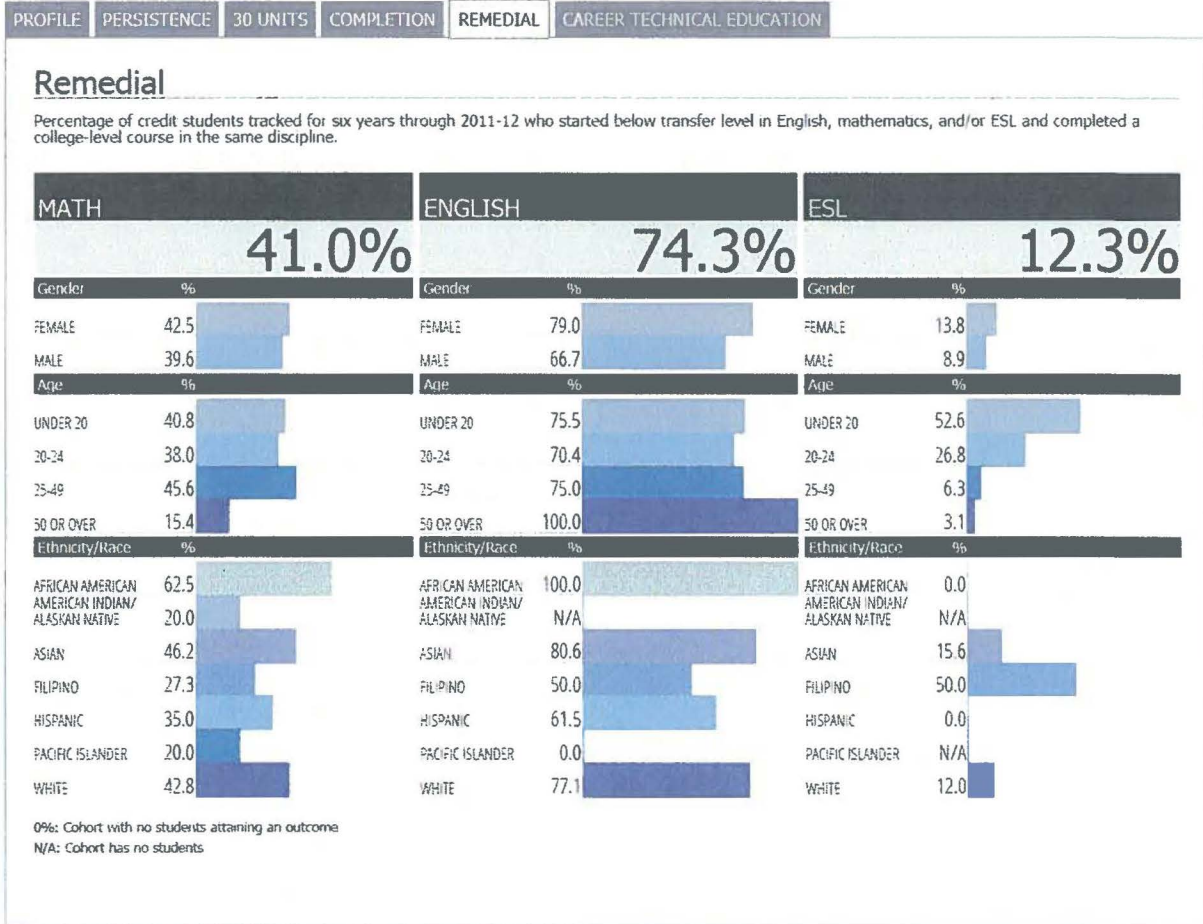
Percentage of degree and/or transfer seeking students tracked for six years through 2011-12 who achieved at least 30 units. Credit accumulation, 30 units specifically, tend to be positively correlated with completion and wage gain.

COLLEGE PREPARED		UNPREPARED FOR COLLEGE		OVERALL	
67.7%		69.9%		68.9%	
Gender	%	Gender	%	Gender	%
FEMALE	66.7	FEMALE	73.6	FEMALE	70.6
MALE	68.5	MALE	66.6	MALE	67.4
Age	%	Age	%	Age	%
UNDER 20	68.3	UNDER 20	72.0	UNDER 20	70.3
20-24	69.6	20-24	64.4	20-24	65.9
25-49	55.0	25-49	53.5	25-49	54.0
50 OR OVER	N/A	50 OR OVER	25.0	50 OR OVER	25.0
Ethnicity/Race	%	Ethnicity/Race	%	Ethnicity/Race	%
AFRICAN AMERICAN AMERICAN INDIAN/ ALASKAN NATIVE	50.0	AFRICAN AMERICAN AMERICAN INDIAN/ ALASKAN NATIVE	55.6	AFRICAN AMERICAN AMERICAN INDIAN/ ALASKAN NATIVE	53.8
ASIAN	63.4	ASIAN	82.4	ASIAN	71.9
FILIPINO	52.9	FILIPINO	81.0	FILIPINO	68.4
HISPANIC	67.2	HISPANIC	54.5	HISPANIC	58.8
PACIFIC ISLANDER	100.0	PACIFIC ISLANDER	50.0	PACIFIC ISLANDER	55.6
WHITE	72.0	WHITE	69.9	WHITE	70.8

COLLEGE PREPARED: Student's lowest course attempted in Math and/or English was college level
 UNPREPARED FOR COLLEGE: Student's lowest course attempted in Math and/or English was remedial level
 OVERALL: Student attempted any level of Math or English in the first three years
 0%: Cohort with no students attaining an outcome
 N/A: Cohort has no students

Student Success Scorecard 2013 Online Version

Irvine Valley College



Student Success Scorecard 2013

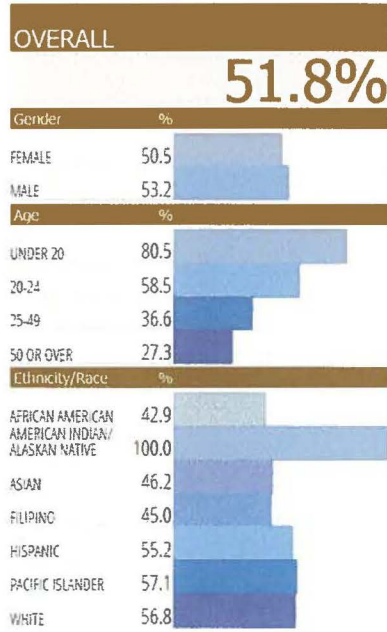
Online Version

Irvine Valley College

- PROFILE
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Career Technical Education

Percentage of students tracked for six years through 2011-12 who completed several courses classified as career technical education (or vocational) in a single discipline and completed a degree, certificate or transferred.



0%: Cohort with no students attaining an outcome
N/A: Cohort has no students



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
SADDLEBACK COLLEGE ♦ IRVINE VALLEY COLLEGE ♦ ATEP

California Community Colleges
Student Success Scorecard
Irvine Valley College
&
Saddleback College

SOCCCD Board of Trustees' Meeting
July 22, 2013

Presented by:
Denice Inciong, District Services
Caroline Durdella, Saddleback College
Craig Hayward, Irvine Valley College



Presentation Overview

- **Accountability Reporting for Community Colleges (ARCC) → Student Success Scorecard**
 - Background and change from ARCC to Scorecard
- **Scorecard Metrics**
 - 5 year trends for Irvine Valley, Saddleback and state
- **Summary of Scorecard for each college**
- **Utilization of Scorecard Information**
 - Strategic Planning and Improvement



Background

Scorecard: Accountability Framework

- **AB1417 in 2004**
 - ***Accountability Reporting for Community Colleges (ARCC)*** was the basis from which the new scorecard framework was built.

- **4 Tiers of the Accountability Framework**
 1. State of the System
 - Overall community college performance focused on access and completion.
 2. **Scorecard** – core of the framework
 - Colleges to measure intermediate progress and completion for several groups of student demographics.
 3. Data Mart 2.0 – online at the State Chancellor’s Website
 - Allows individuals to drill down further into the scorecard metrics
 4. Data-on-Demand
 - Most detailed level for college researchers to download datasets pertaining to each scorecard metric.



Overview of Scorecard

- **Online Scorecard is easy to find and navigate**
<http://scorecard.cccco.edu/scorecard.aspx>
- **Five Main Scorecard Metrics**
 1. Completion
 2. Persistence
 3. 30 Units
 1. **Persistence, 30 Units and Completion** have 2 sub-categories
 1. **College Prepared:** The student's lowest course attempted in Math and/or English was college level
 2. **Unprepared for College:** The student's lowest course attempted in Math and/or English was remedial level
 4. Remedial Progress Rate for Math, English and ESL
 5. Career Technical Education

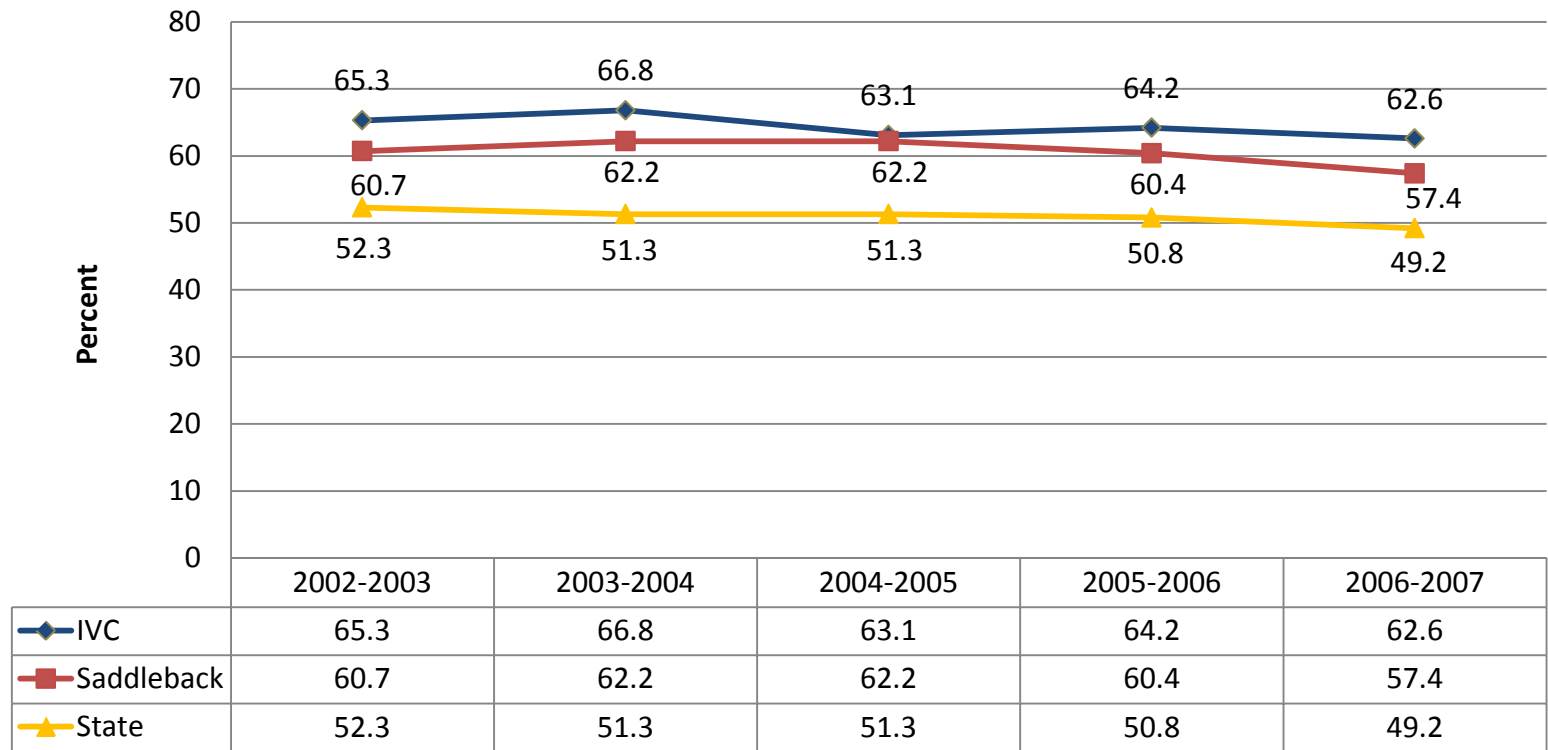


Metric Definition: Major Changes in the Scorecard

Scorecard	ARCC	Major Changes in Methodology
Completion	SPAR (Student Progress and Achievement Rate)	<ul style="list-style-type: none"> Change in cohort First time students attempt 6 units instead of 12 “Transfer directed” no longer included as outcome
Persistence	Fall to Fall Persistence	<ul style="list-style-type: none"> Change in cohort Persistence is in first 3 consecutive terms instead of fall to fall persistence.
30 Units	Percentage of students earning 30 Units	<ul style="list-style-type: none"> Change in cohort Attempted any level Math or English instead of transfer level Math or English
Remedial Progress Rate	Improvement Rates for Credit Basic Skills (Discontinued Basic Skills Course Completion)	<ul style="list-style-type: none"> Change in cohort Students who attempt a English, Math or ESL below transfer level and within 6 years complete a college level English; college level or 1 level below college Math and college level ESL.
Career Technical Education Completion	NA (Discontinued Vocational Course Completion)	<ul style="list-style-type: none"> New Metric Students who complete more than 8 CTE units in a single discipline within three years of first CTE class Outcome: earned a degree or certificate, transferred or transfer prepared within 6 years



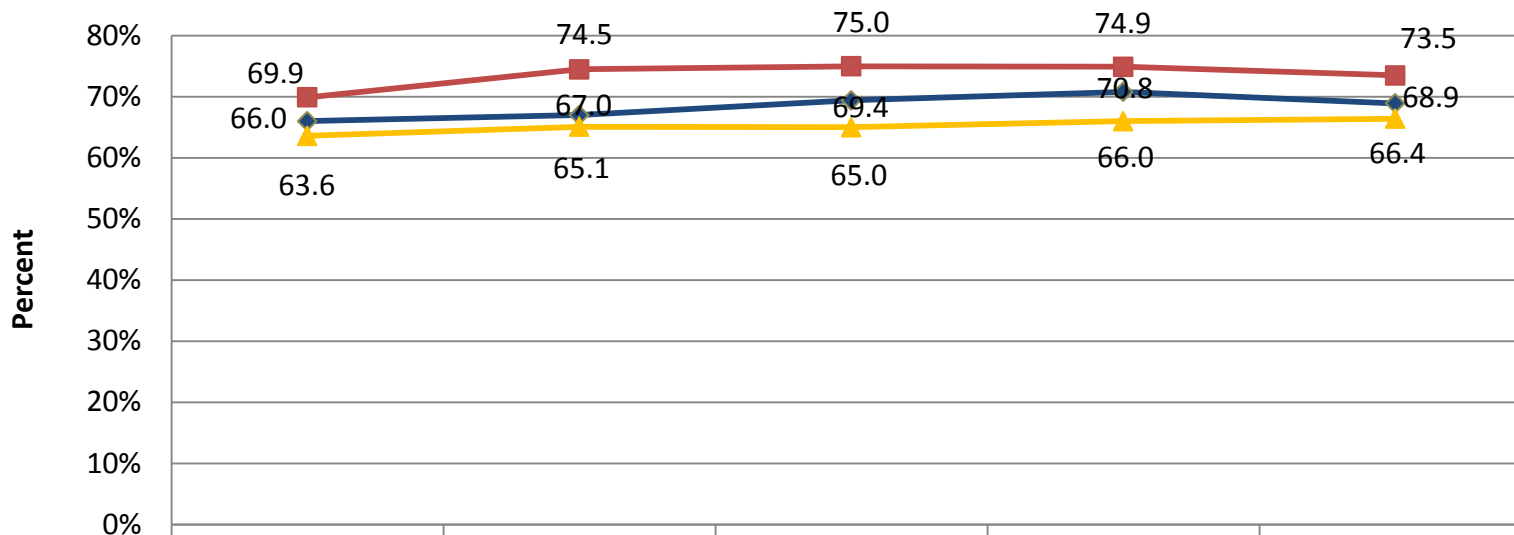
Overall Completion Rates for IVC, Saddleback and State



Completion Rate is defined as the percentage of first-time students with minimum of 6 units earned who attempted any Math or English in the first three years and achieved a degree/certificate, transfer to a four-year, or achieved "Transfer Prepared" (student successfully completed 60 UC/CSU transferable units with a GPA \geq 2.0).



Overall 30 Units Rate for IVC, Saddleback and State



	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007
◆ IVC	66.0	67.0	69.4	70.8	68.9
■ Saddleback	69.9	74.5	75.0	74.9	73.5
▲ State	63.6	65.1	65.0	66.0	66.4

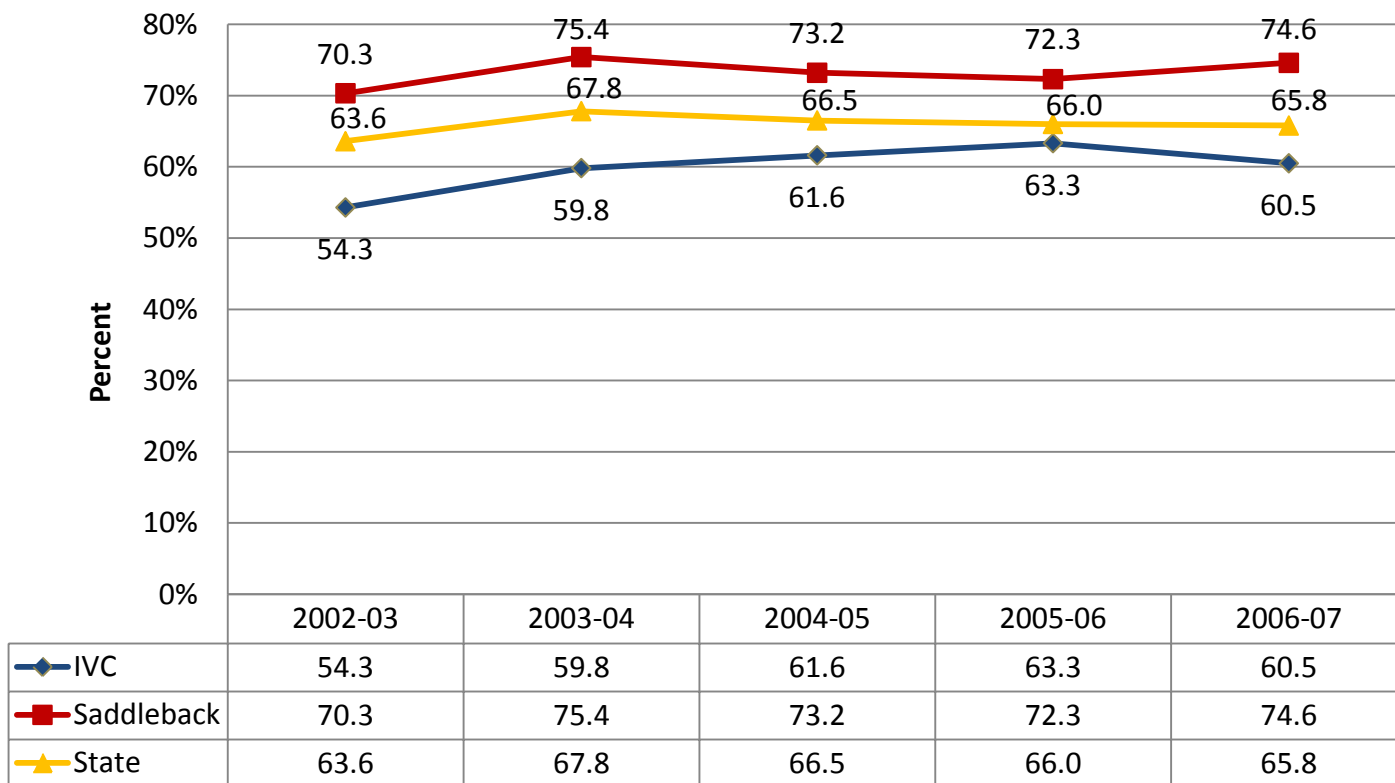
30 Units Rate is defined as the percentage of first-time students with minimum of 6 units earned who attempted any Math or English in the first three years and who earned at least 30 units in the CCC system within six years of entry.

Source: California Community Colleges Chancellor's Office, Student Success Scorecard

(<http://scorecard.cccco.edu/scorecard.aspx>), April 2013



Overall Persistence Rates for IVC, Saddleback and CA

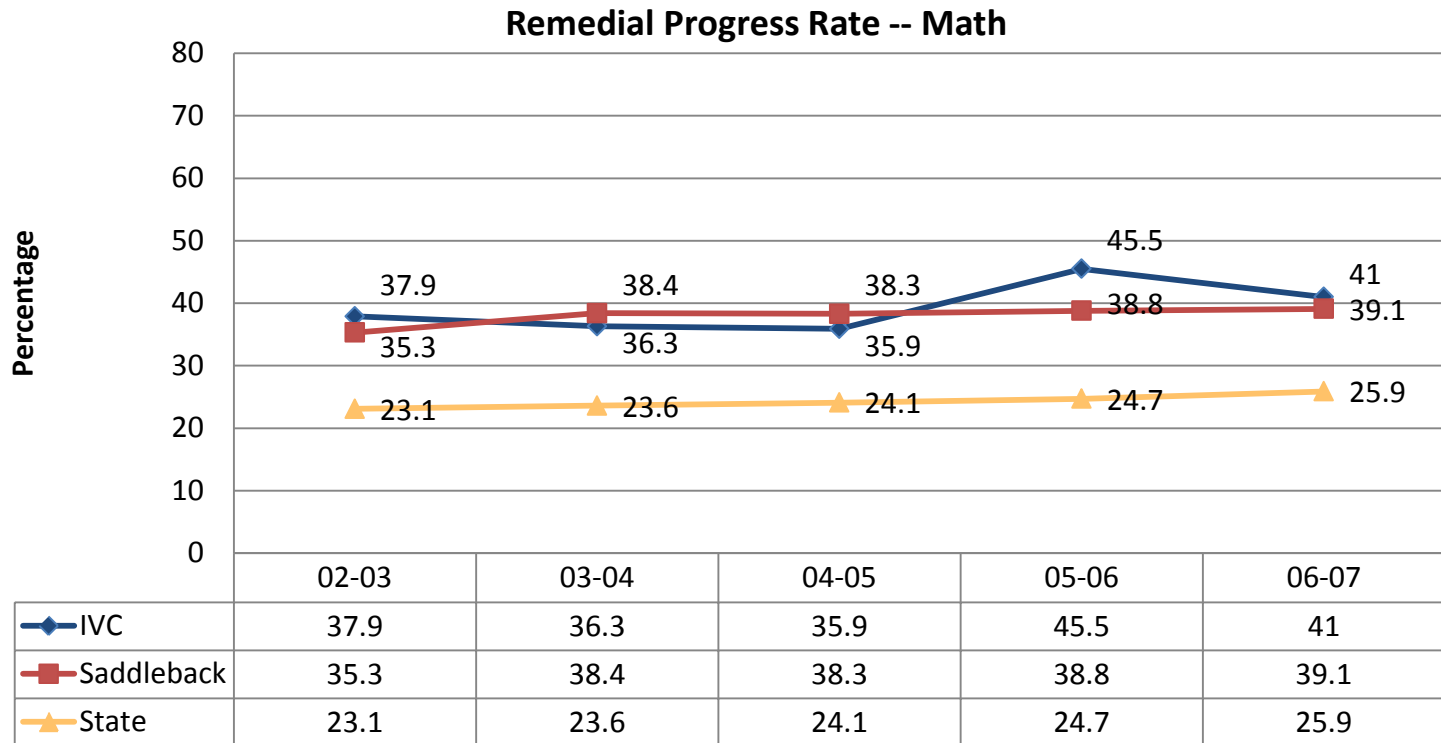


Persistence Rate is defined as the percentage of degree and/or transfer-seeking students tracked for six years through 2011-12 who enrolled in three primary terms subsequent to their initial CCC enrollment.

Source: California Community Colleges Chancellor's Office, Student Success Scorecard (<http://scorecard.cccco.edu/scorecard.aspx>), April 2013



Math Remedial Progress Rate for IVC, Saddleback and CA



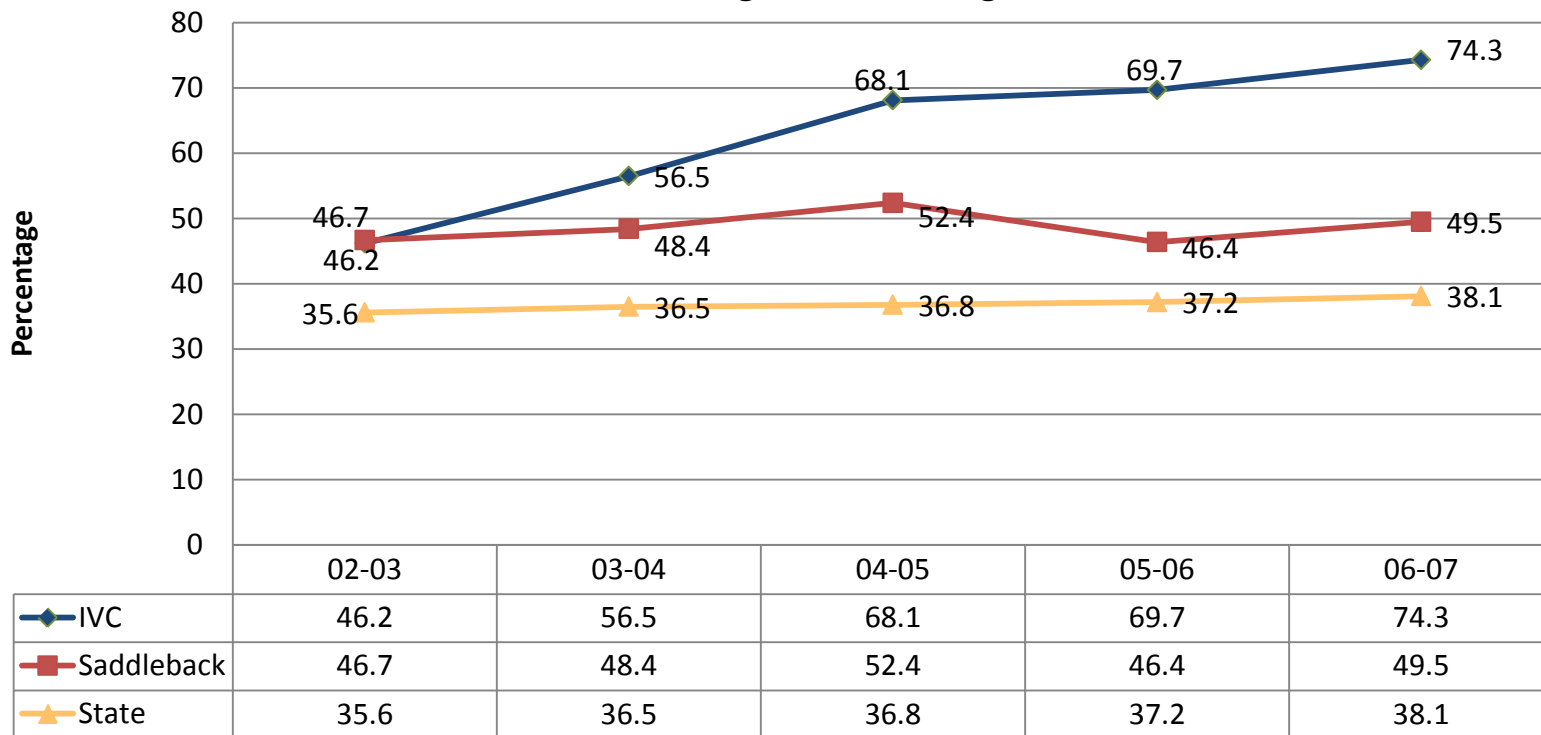
Remedial progress rate is defined as the percentage of credit students who start out at any level below transfer in English, Math, and /or ESL who successfully complete a college-level course in the same discipline within six years.

Source: California Community Colleges Chancellor's Office, Student Success Scorecard (<http://scorecard.cccco.edu/scorecard.aspx>), April 2013



English Remedial Progress Rate for IVC, Saddleback and CA

Remedial Progress Rate -- English



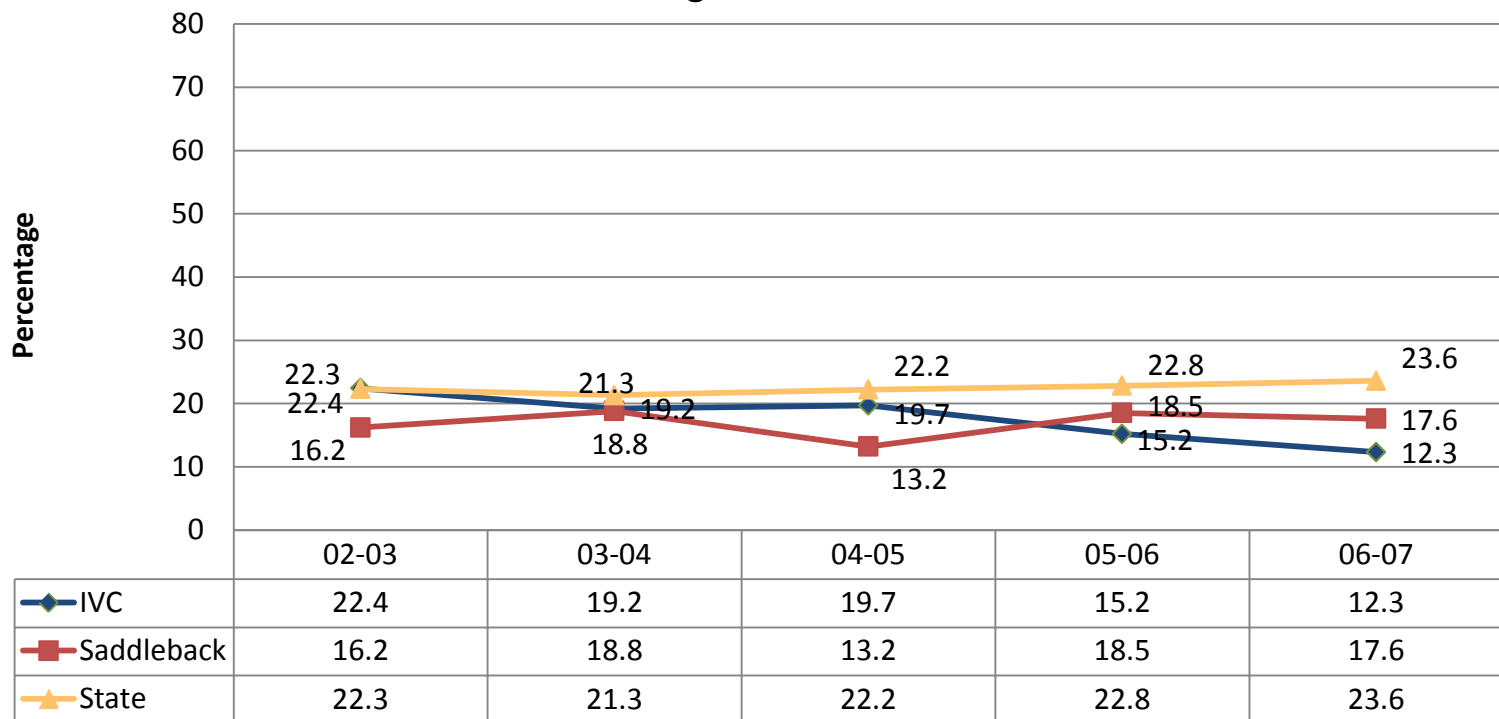
Remedial progress rate is defined as the percentage of credit students who start out at any level below transfer in English, Math, and /or ESL who successfully complete a college-level course in the same discipline within six years.

Source: California Community Colleges Chancellor's Office, Student Success Scorecard (<http://scorecard.cccco.edu/scorecard.aspx>), April 2013



ESL Remedial Progress Rate for IVC, Saddleback and CA

Remedial Progress Rate – Credit ESL

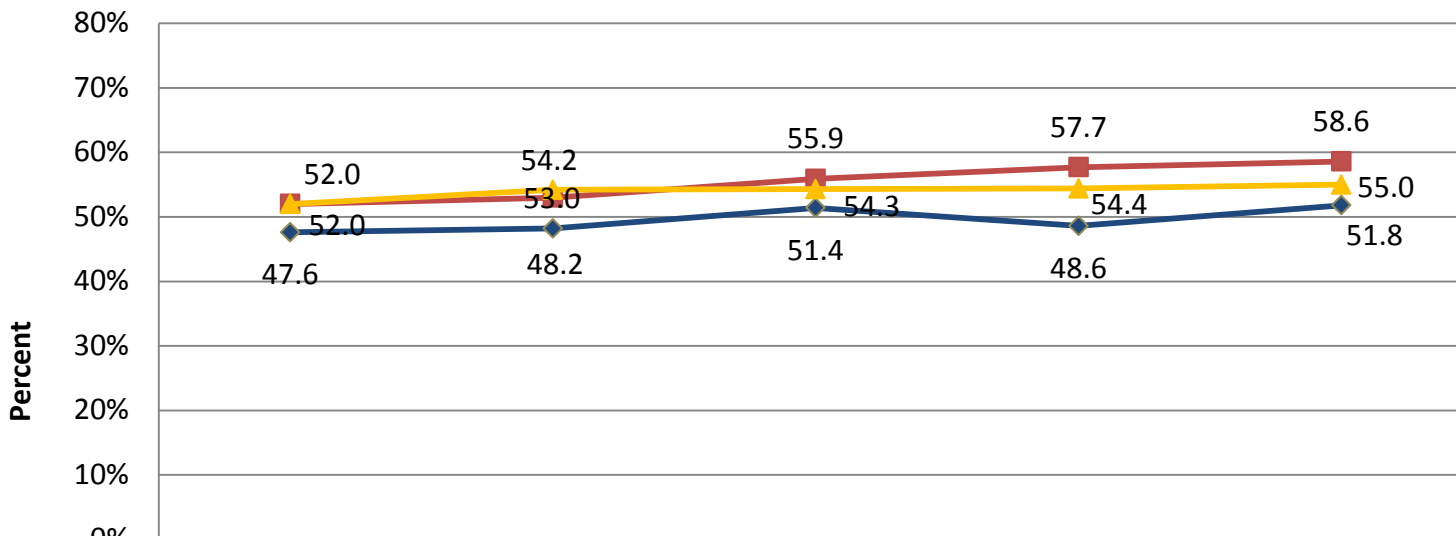


Remedial ESL progress rate is defined as the percentage of credit students who start out at any level below transfer in ESL who successfully complete the ESL sequence or completed a college-level English course within six years.

Source: California Community Colleges Chancellor's Office, Student Success Scorecard (<http://scorecard.cccco.edu/scorecard.aspx>), April 2013



Overall CTE Completion Rate for IVC, Saddleback and CA



	2002-03	2003-04	2004-05	2005-06	2006-07
◆ IVC	47.6	48.2	51.4	48.6	51.8
■ Saddleback	52.0	53.0	55.9	57.7	58.6
▲ State	52.0	54.2	54.3	54.4	55.0

Career Technical Completion Rate (CTE) the percentage of a cohort of students who complete more than 8 CTE units in a single CTE discipline within three years of their first CTE course who, within six years of entering the cohort, transfer, earn a degree or certificate, or become transfer prepared.



Performance Summary

- **IVC outperforms statewide average on 4 of 7 measures including Completion Rate**
 - Persistence rate of unprepared students is 68.4%, above state average
 - Remedial progress rate for traditional age college students is 52.6%, above the state average. Older ESL students may have different goals.
 - CTE rate related to predominance of CTE programs that do not require certificates for employability. Employment is not a counted outcome.
- **Saddleback outperforms statewide average on 6 of 7 measures including Completion Rate and CTE**
 - Persistence rate of unprepared students is 75.4%, well above state average
 - Remedial progress rate for math is well above state average
 - English remedial progress rate is above state average but not fully reflective of college performance
 - Remedial progress rate for ESL obscured by cohort size and age distribution; ESL students below the age of 25 have substantially higher progress rates



Implications for Planning and Continuous Quality Improvement

- Going forward each college will further examine its performance on each metric to identify achievement gaps and develop interventions to address identified performance gaps
- Metrics and their variations will connect to planning and improvement efforts as Key Performance Indicators
- Ongoing monitoring and reports of progress will occur annually as part of the strategic planning implementation process



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
SADDLEBACK COLLEGE ♦ IRVINE VALLEY COLLEGE ♦ ATEP

Discussion/Questions?

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Minutes of the Board of Trustees Meeting
ACTION: Approval

Minutes from:

June 17, 2013 Regular Meeting of the Board of Trustees (Exhibit A)
are submitted to the Board for review and approval.

Item Submitted by: Gary L. Poertner, Chancellor

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
RONALD REAGAN BOARD OF TRUSTEES ROOM-RM 145
HEALTH SCIENCES/DISTRICT OFFICES BLDG., SADDLEBACK COLLEGE**

**MINUTES OF THE BOARD OF TRUSTEES' MEETING
June 17, 2013**

PRESENT

Members of the Board of Trustees:

Nancy M. Padberg, President
T.J. Prendergast, Vice President
Marcia Milchiker, Clerk
Bill Jay, Member
Timothy Jemal, Member
David B. Lang, Member
James R. Wright, Member
David Robinson, Student Member

Administrative Officers:

Gary Poertner, Chancellor
Robert Bramucci, Vice Chancellor, Technology and Learning Services
David Bugay, Vice Chancellor, Human Resources
Tod Burnett, President Saddleback College
Debra Fitzsimons, Vice Chancellor, Business Services
Randy Peebles, Associate Vice Chancellor, Economic Development
Glenn Roquemore, President Irvine Valley College

CALL TO ORDER: 5:00 P.M.

1.0 PROCEDURAL MATTERS

1.1 Call to Order

1.2 Public Comments

*Members of the public may address the Board on items listed to be discussed in **closed session**. **Speakers are limited to two minutes each.***

RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- A. Public Employee Discipline/Dismissal/Release (GC Section 54957) (2 employees)
- B. Conference with Real Property Negotiators (GC Section 54956.8) (2)
 - 1. Lease of Property by District: Portion of Saddleback College site: MG Promenade Apartments LLC located at 28032 Marguerite Parkway, Mission Viejo.
 - a. Agency Designated Negotiator: Debra Fitzsimons, Ph.D. regarding price, terms and terms of payment.
 - 2. Lease of Property by District: Portion of Advanced Technology Education Park: Proposal by Health South for consideration of a potential ground lease.
 - a. Agency Designated Negotiator: Debra Fitzsimons, Ph.D. regarding price, terms and terms of payment.
- C. Conference with Legal Counsel (GC Section 54956.9)(3)
 - 1. Existing Litigation (GC Section 54956.9(d)(2 cases)
 - a. Butler v. SOCCCD
 - b. Daly v. SOCCCD
 - 2. Anticipated Litigation/Significant Exposure to Litigation (GC Section 54956.9[b][1] and [b][3][C] (1 case)

RECONVENE OPEN SESSION: 6:00 P.M.

It is the Board's intent to reconvene in public session at the time specified herein. If closed session business has not been completed by the time public session is scheduled to be reconvened, the Board may either remain in closed session longer, or reconvene in public and again recess to a closed session after completion of the public agenda. After the completion of any subsequent closed session, the Board shall again reconvene in public, and make any necessary reports of action taken before adjourning the meeting.

2.0 PROCEDURAL MATTERS

- 2.1 **Actions Taken in Closed Session**
- 2.2 **Invocation**
Led by Trustee Bill Jay
- 2.3 **Pledge of Allegiance**
Led by Trustee David Lang
- 2.4 **Resolutions/Commendations**
 - A. Resolutions
none

B. Commendations

1. Saddleback Chapter of Phi Theta Kappa, awarded as Distinguished Chapter Officer Team
2. Andrew Craven, Saddleback College Parking Coordinator, Recipient of the California College & Police Chiefs Association (CCUPCA) Award of Merit
3. Martin Carbone, Saddleback College Emeritus Institute volunteer and Advisory Board Member, Recipient of a 2013 Seniors Making a Difference Award
4. Diane Oaks, Marketing, Communications and Broadcast Services Director, Irvine Valley College and her team received five awards from the Community College Public Relations Organization Annual Conference.
5. Tony Mancini, Irvine Valley College Police Officer, Recipient of Award of Merit by the California College and University Police Chief's Association.

2.5 **Public Comments**

*Members of the public may address the Board on any item on the agenda at this time or during consideration of the item. Items not on the agenda that are within the subject matter jurisdiction of the Board may also be addressed at this time. **Speakers are limited to up to two minutes each.***

3.0 **REPORTS**

3.1 Oral Reports: ***Speakers are limited to up to two minutes each.***

- A. Board Reports
- B. Chancellor's Report
- C. College Presidents' Reports (*Written Reports included in Section 8.0*)
- D. Board Request(s) for Reports
 - Request for Report on the Affordable Care Act and the potential impact on the District.

The Request for Board Report submitted by Trustee Prendergast was approved on a 7-0 vote.

4.0 **DISCUSSION ITEMS**

- 4.1 **SOCCCD: Basic Aid Allocation Recommendation for FY 2013-2014**
Accept for discussion and information.

Vice Chancellor Fitzsimons presented the Basic Aid allocation recommendations for 2013-2014.

5.0 CONSENT CALENDAR ITEMS

All matters on the consent calendar are routine items and are to be approved in one motion unless a Board member requests separate action on a specific item, and states the compelling reason for separate action. .

Trustee Dave Lang requested to pull item 5.8 from the consent calendar.

On a motion made Trustee Jemal and seconded by Trustee Lang, the balance of the consent calendar was approved on a 7-0 vote, with a correction to item 5.25.

- 5.1 **SOCCCD: Board of Trustees Meeting Minutes**
Approve minutes of a Regular Meeting held on May 20, 2013.
- 5.2 **Irvine Valley College: Curriculum Revisions for the 2013-14 Academic Year**
Approve the curriculum revisions as recommended by the Curriculum Committee in consultation with the Academic Senate for the 2013-14 academic year pursuant to Title 5, Section 53200 et seq.
- 5.3 **Irvine Valley College: Life Science Building: Change Order No. 12**
Approve change order requests resulting in an increase of \$34,735. The revised total amount is \$11,653,060.11.
- 5.4 **Saddleback College and Irvine Valley College: Child Care Fee Schedule**
Approve child care monthly fee schedules effective September 1, 2013.
- 5.5 **Saddleback College and Irvine Valley College: Community Education Fall 2013**
Approve Fall 2013 Community Education courses, presenters, and compensation
- 5.6 **Saddleback College and Irvine Valley College: Speakers**
Approve general fund honoraria for speakers for events and/or classes at Saddleback College and Irvine Valley College
- 5.7 **Saddleback College: Learning Resource Center Renovation Project: Amendment No. 4 to Labor Compliance Agreement Scope of Work**
Approve amendment with Parsons Brinckerhoff increasing the contract amount by \$25,700. The total revised contract amount is \$120,000.

- 5.8 **Saddleback College: Demolish Classroom Cluster Building Project Bid 2006: Change Order No. 1 and Notice of Completion**
Approve change order increasing the contract time with Cal United Construction Group and authorize the filing of the Notice of Completion.
- On a motion by Trustee Jemal and seconded by Trustee Prendergast, this item was approved on a 7-0 vote.
- 5.9 **Saddleback College: Foreign Language Centres dba FLS International Intensive English Program (IEP) Lease Agreement**
Approve lease agreement at a monthly rate of \$10,243.
- 5.10 **Saddleback College: New Transfer Degrees for the Spring Semester 2013-2014 Academic Year**
Approve the proposed New and Revised Associate Degrees for Transfer. (AA-T/AS-T)
- 5.11 **Saddleback College: 2013-2014 Revised Laboratory Fees**
Approve the 2013-14 revised laboratory fees.
- 5.12 **Saddleback College: Curriculum Revisions for the 2013-14 Academic Year**
Approve the proposed changes in curriculum.
- 5.13 **SOCCCD: Renewal of Systems Maintenance Agreement for District-Wide Network Infrastructure**
Approve maintenance agreement with Presidio using CMAS Contract No. 3-11-70-2834A at a cost of \$189,219.
- 5.14 **SOCCCD: Contracts with Blackboard**
Approve agreements for a total amount not to exceed \$405,760.99.
- 5.15 **SOCCCD: Update of Authorized Signature List of Board of Trustees' Designees to Approve Documents and Contracts**
Approve authorized designees by position to execute documents and contracts.
- 5.16 **SOCCCD: Trustees' Requests for Attending Conferences**
Approve/ratify Trustees' requests for attending conferences as shown in the exhibit.
- 5.17 **SOCCCD: Agreement for Special Services for ATEP Project: McKenna Long & Aldridge, LLP**
Approve agreement on a time spent hourly rate.
- 5.18 **ATEP: Substitution of Subcontractor-Site Foundation and Infrastructure Demolition – Southern California Grading, Inc.**

Approve the removal of Southern California Grading, Inc. and its substitution with National Demolition as subcontractor on the ATEP Site Foundation and Infrastructure Demolition project.

- 5.19 **SOCCCD: Budget Amendment: Adopt Resolution No. 13-23 to Amend FY 2012-2013 Adopted Budget**
Adopt resolution to amend the FY 2012-2013 Adopted Budget.
- 5.20 **SOCCCD: Resolution No. 13-24: Conflict of Interest – Update and Amend Designated Positions and Reporting Categories**
Approve resolution to revise Conflict of Interest Code.
- 5.21 **SOCCCD: Gifts to the District and Foundations**
Accept donations.
- 5.22 **SOCCCD: Purchase Order/Confirming Requisitions**
Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P13-04154 through P13-04356 amounting to \$993,156.68 and P14-00051 through P14-00102 amounting to \$3,324,819.04. Approve confirming requisitions dated May 2, 2013 through May 28, 2013 totaling \$93,291.17.
- 5.23 **SOCCCD: Transfer of Budget Appropriations**
Approve the transfer of budget appropriations.
- 5.24 **SOCCCD: Payment of Bills**
Approve check no. 169119 through 170039 processed through the Orange County Department of Education, totaling \$5,230,534.09; and check no. 010641 through 010653, processed through Saddleback College Community Education, totaling \$18,823.64; and check no. 009106 through 009119, processed through Irvine Valley College Community Education, totaling \$28,695.61.
- 5.25 **SOCCCD: May/June 2013 Contracts**
Ratify contracts as listed.

A correction was noted on page 3 of 11 of the VTEC contract. The dollar amount should read \$2,250.00

6.0 GENERAL ACTION ITEMS

- 6.1 **SOCCCD: FY 2013-2014 Tentative Budget**
Approve the FY 2013-2014 tentative budget.

On a motion made by Trustee Lang and seconded by Trustee Jemal, this item was approved on a 7-0 vote.

- 6.2 **Saddleback College and Irvine Valley College: FY 2013-2014 Tentative Student Government Budgets**
Approve tentative student government budgets.

On a motion made by Trustee Lang and seconded by Trustee Milchiker, this item was approved on a 6-0 vote with Trustee Jay absent.

- 6.3 **SOCCCD: Adopt Resolution No. 13-21 Authorizing Design-Build Procurement for the Saddleback College Site Improvements Project**
Adopt resolution to authorize the use of Design-Build.

On a motion made by Trustee Prendergast and seconded by Trustee Wright, this item was approved on a 7-0 vote.

- 6.4 **Board Policy Revision: BP-168: Board Member Travel, BP-160: Personal Use of Public Resources, BP-148: Evaluation of the Chancellor, BP-5320: Academic Renewal, BP-6115: Community Education Programs, BP-1600: Curriculum, BP-3501: Campus Security and Access, BP-4002.1: Authorization for Employment, BP-128: Board Agendas, BP-136: Minutes of the Board of Trustee Meetings**
Discussion/Approval

On a motion made by Trustee Prendergast and seconded by Trustee Wright, this item was approved on a 7-0 vote.

- 6.5 **SOCCCD: Board Policy Revision: BP-164: Board Member Compensation, BP-134: Decorum at Board Meetings, BP-5210: Enrollment Priorities, BP-152: Presentation of Initial Collective Bargaining Proposals, BP-4017: Child Abuse Reporting, BP-4220: Substitute Classified Employees**
Accept for Review and Study.

On a motion made by Trustee Jemal and seconded by Trustee Milchiker, this item was approved on a 7-0 vote.

- 6.6 **SOCCCD: Request to Rescind Fall 2013 Sabbatical**
Approve request from Faculty member to rescind Fall 2013 sabbatical leave.

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 7-0 vote.

- 6.7 **SOCCCD: Academic Personnel Actions – Regular Items**
Approve New Personnel Appointments, Additional Compensation: General

Fund, Additional Compensation: Categorical/Non-General Fund, Extension of Administrative Assignment, Workload Banking, Resignation/Retirement/Conclusion of Employment.

On a motion made by Trustee Jemal and seconded by Trustee Jay, this item was approved on a 7-0 vote.

6.8 SOCCCD: Classified Personnel Actions – Regular Items

Approve New Personnel Appointments, Authorization to Eliminate Classified Position and/or Position Numbers, Authorization to Establish and Announce a Classified Position, Authorization to Eliminate and Create Classified Positions, Change of Categorical Funding for a Classified Position, Reorganization, Authorization to Change Classified Positions, Change of Status, Out of Class Assignments, Resignation/Retirement/Conclusion of Employment, Volunteers.

On a motion made by Trustee Jay and seconded by Trustee Jemal, this item was approved on a 7-0 vote.

6.9 SOCCCD: Adopt Resolution 13-25: Classified Employee Layoff

Adopt resolution to approve the reduction and/or discontinuance of classified service as shown in the exhibit.

On a motion made by Trustee Jay and seconded by Trustee Prendergast, this item was approved on a 7-0 vote.

7.0 REPORTS

7.1 Saddleback College and Irvine Valley College: Speakers

A listing of speakers for events and/or classes at Saddleback College and Irvine Valley College.

7.2 SOCCCD: Basic Aid Report

Report on projected receipts and approved projects.

7.3 SOCCCD: Facilities Plan Status Report

Status of current construction projects.

7.4 SOCCCD: Monthly Financial Status Report

The reports display the adopted budget, revised budget and transactions through May 31, 2013.

7.5 SOCCCD: Retiree (OPEB) Trust Fund

The report is for period ending May 31, 2013.

8.0 REPORTS FROM ADMINISTRATION AND GOVERNANCE GROUPS

*Reports by the following individuals and groups may be written and submitted through the docket process prior to distribution of the Board agenda packet. **Speakers are limited to two minutes each.***

- A. Saddleback College Academic Senate
- B. Faculty Association
- C. Irvine Valley College Academic Senate
- D. Associate Vice Chancellor, Economic Development
- E. Vice Chancellor, Technology and Learning Services
- F. Vice Chancellor, Human Resources
- G. Vice Chancellor, Business Services
- H. Irvine Valley College Classified Senate
- I. California School Employees Association
- J. Saddleback College Classified Senate
- K. Associated Student Government of SC
- L. Associated Student Government of IVC
- M. Police Officers Association

9.0 ADDITIONAL ITEMS

ADJOURNMENT (or continuation of closed session if required): **9:00 P.M.**

The meeting was adjourned at 7.55 p.m. in memory of former Saddleback College Professor, Dr. Steve Sworder.



Gary L. Poertner, Secretary

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Saddleback College: Study Abroad Program to Salamanca, Spain

ACTION: Approval

BACKGROUND

Saddleback College is committed to providing high quality education and a full range of cultural activities for students. In the past, the College has offered similar courses, which have been conducted in many countries of the world by expert faculty who provide academic course work in conjunction with cultural travel experiences. The college has conducted very successful study abroad programs during the spring semesters in Salamanca, Spain since 2001. Study abroad programs are authorized under Education Code 72640.

STATUS

The Liberal Arts Division at Saddleback College proposes to offer the study abroad program: Spanish Language Studies in Salamanca, Spain during the spring 2014 semester from February 14 to April 27, 2014. The program will be organized and arranged by Travel and Education (T&E) for a fee of \$7,200 per student at a cost of \$98.63 per day for 12 to 18 students, \$7,089 per student at a cost of \$97.11 per day for 19 to 24 students, or \$6,850 per student at a cost of \$93.84 per day for 25 or more students. Saddleback College solicited five bids for this program from Global Links Abroad, IES Abroad, International Studies Abroad (ISA), Perillo Tours and Travel & Education (T&E). T&E is the only vendor that met all of the required specifications. The details of the program are summarized in the Narrative in Exhibit A and the Study Abroad Program Information Summary in Exhibit B. The required Educational Tour/Field Study Contractor Agreement is provided in Exhibit C, which includes evidence of liability insurance of not less than \$5,000,000. The proposal from T&E is included in Exhibit D. The current travel warnings list issued by the U.S. Department of State in Exhibit E does not include Spain. Financial Aid opportunities will be provided through the Office of Financial Aid for those students who qualify. There is no impact to the General Fund.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the Saddleback College study abroad program: Spanish Language Studies in Salamanca, Spain in the spring of 2014 as summarized in Exhibit B, and directs the administration to execute the Educational Tour/Field Study Travel Contractor Agreement with the Travel and Education for coordinating all travel agreements in Exhibit C.

Item Submitted By: *Dr. Tod A. Burnett, President*

Study Abroad Narrative
Salamanca, Spain, Spring 2014

Saddleback College has offered the Salamanca, Spain Study Abroad Program for thirteen consecutive years. In spring 2014, a group of 12 or more students will study Spanish language, culture, and history from February 14 through April 27, 2014. Twenty-six students participated in spring 2013. The faculty advisor will accompany the students on their arrival flight, as well as one week in Salamanca.

Students will enroll in a minimum of 8.25 units of Saddleback courses and will attend classes Monday through Friday. Professors at Colegio Miguel de Unamuno will teach the courses, adhering to Saddleback's course outlines. The average number of units taken per student in spring 2013 was 11.25 units. The Program includes more than 40 weekly hours of instruction in addition to Sunday excursions to cultural and historic sites.

Accommodations for the students are in approved home-stays, including meals. The faculty advisor will be provided a single room for two nights in a hotel in Madrid (arrival night and departure night) and seven nights in hotel in Salamanca and is responsible for meals. All accommodations are within easy walking distance from Colegio Miguel de Unamuno.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

STUDY ABROAD PROGRAM INFORMATION SUMMARY

1. PROGRAM									
Location/Destination:		Salamanca, Spain			First Trip: Yes:		No:		X
Dates: From:		2/14/14		To:		4/27/14		Total No. of Days: 73	
Partner Name (Academic Institution):				Colegio Miguel de Unamuno					
Address:		AVDA Reyes de Espana 25-27, Salamanca, 37008							
Contact Person:		Alfredo Miguel de Pablo			Telephone No.: (011) 0034696-932973				
Description of Institution:		College							
Includes:	Accredited Instruction		Yes:	X	No:				
	Transfer College Units		Yes:	X	No:				
	Orientation		Yes:	X	No:				
	Books/Supplies		Yes:	X	No:				
	Tutors		Yes:	X	No:				
	Weekend Study Activities		Yes:	X	No:				
	Food		Yes:	X	No:				
	Transportation		Yes:	X	No:				
Lodging		Yes:	X	No:					
Other:		10-week social and cultural program, \$50 non refundable application fee, \$50 USD per student for expenses in Madrid (tapas), medical insurance up to \$1,000,000 health insurance benefit per student, local medical insurance, travel insurance, \$5M liability coverage with SOCCCD named as co-insured, mobile phones with credit of 5/10 € and free incoming calls, and T & E promotional materials, advance planning, and customer services, including accounting/billing services in US.							
Does Not Include: (Examples: Local Transportation at home; Personal Items, etc.)		Fees exclude a \$125 refundable damage deposit, passport or visa fees if applicable, meals other than those indicated on the itinerary, personal expenses, SOCCCD tuition or administrative fees, additional fieldtrips or excursions required by the SOCCCD faculty, and anything not specified.							
Other:		Single supplement for home-stay accommodation in Salamanca is \$350.							
2. FACULTY									
Lead Faculty Name:		Carmenmara Hernandez-Bravo (5 OSH)							
Coordinates Trip:		Yes:	X	No:					
If No, Explain:									
Travels to Site:		Yes	X	No:					
Dates: From:		2/14/14			To:		2/15/14		
Teaching Assignment at Program Site:		Yes		No:	X				
Dates: From:		2/17/14			To:		4/25/14		
Requires Substitute at IVC and/or SC?		Yes		No:	X				
Unpaid Faculty Exchange:		Yes		No:	X				
If Yes, Faculty Name(s) Required:									
Assignments to be Covered:									
Course No.:	Course Title:			Date(s)			Time(s)		

Other:							
3. COURSE(S) OFFERED AT PROGRAM SITE							
Course No.:	Course Title:	No. of Units					
SPAN 1	Elementary Spanish	5					
SPAN 2	Elementary Spanish	5					
SPAN 3	Intermediate Spanish	5					
SPAN 4	Intermediate Spanish	5					
SPAN 6	Intermediate Spanish Grammar & Composition	3					
SPAN 10	Intermediate Conversational Spanish	3					
SPAN 20A	Civilization of Spain Through 1898	3					
SPAN 20B	Civilization of Spain, 1898 to Present	3					
SPAN 901	Spanish Language Lab	.25					
SPAN 902	Spanish Language Lab	.25					
SPAN 903	Spanish Language Lab	.25					
SPAN 904	Spanish Language Lab	.25					
4. STUDENTS							
Minimum number of students required to make program:			12				
Minimum number of units:			8.25				
Maximum number of units:			14.25				
If this is a repeat program site, what is the average number of units taken per student? (Based upon spring 2013 enrollments)			11.25				
5. COSTS							
Student:							
Contracted cost per student:	12 – 18 students: \$7,200/student (\$98.63/day) 19 – 24 students: \$7,089/student (\$97.11/day) 25 or more students: \$6,850/student (\$\$93.84/day)		\$ 7,200.00				
Average cost per day: <i>(It costs approximately \$13,000 per year for a student to reside in South Orange County and attend SOCCCD.)</i>			\$ 98.63				
College:							
Additional costs to the District?	Yes:	No:	<input checked="" type="checkbox"/>				
If Yes Explain:							
Cost of substitute pay if instruction is also receiving salary for courses at IVC and/or SC during the same period of time.			\$ N/A				
Other Costs			\$ 0				
6. OTHER ACTIVITIES NOT PART OF THE COURSE(S) (ATTACHMENTS)							
Excursions, field trips, tours, and extra curricular activities							
7. TYPICAL WEEKLY SCHEDULE OF INSTRUCTIONAL/ACTIVITIES							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8 a.m.							Excursions,
9 a.m.	Language	Language	Language	Language	Language		Field Trips
10a.m.	Classes	Classes	Classes	Classes	Classes		& Tours
11a.m.							
12 Noon							
1 p.m.							
2 p.m.							
3 p.m.							
4 p.m.							
5 p.m.							
6 p.m.	Civilization	Civilization	Civilization	Civilization	Civilization		
7 p.m.	& Culture	& Culture	& Culture	& Culture	& Culture		
8 p.m.	Classes	Classes	Classes	Classes	Classes		
Exceptions to weekly schedule:				Optional extra curricular activities during non-instructional periods			
8. ATTACHMENTS							

9. REQUIRED SIGNATURES

CM Bravo

Lead Faculty Member

June 24 2013

Date

CM Bravo

Department Chair

June 24 2013

Date

[Signature]

Division/School Dean

1/3/13

Date

Vice President, Instruction

Date

College President

Date

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

EDUCATIONAL TOUR/FIELD STUDY
TRAVEL CONTRACTOR AGREEMENT
GENERAL TERMS AND CONDITIONS

Spanish Language Studies in Salamanca, Spain, Spring 2014

This Agreement is made this 22nd day of July, 2013 between the South Orange County Community College District, located at 28000 Marguerite Parkway, Mission Viejo, California (“DISTRICT”) and Travel and Education (T&E) (“TRAVEL CONTRACTOR”) located at 111 S. Independence Mall, East #860, Philadelphia, PA 19106 and is for the limited purpose of providing travel arrangements for the Educational Tour/Field Study Trip described on the Exhibits to this Agreement labeled “SPECIFIC TRIP DETAILS.”

IN CONSIDERATION of the covenants, promises, and agreements of the parties hereinafter contained, DISTRICT and TRAVEL CONTRACTOR hereby covenant, promise and agree as follows:

1. **INSTRUCTIONAL SERVICES** – District shall arrange for and provide all instructional services, including but not limited to appropriate course announcements, course descriptions and registration prerequisites, student selection and registration, pre-trip student orientation, lectures (staff and guest), student supervision, instruction by Trip Instructor and evaluation for said Educational Tour/Field Study Trip.
2. **TRAVEL SERVICES** – TRAVEL CONTRACTOR shall arrange for and provide all transportation and lodging for the Educational Tour/Field Study Trip, the details of which TRAVEL CONTRACTOR shall specify on the Exhibit to this Agreement labeled “SPECIFIC TRIP DETAILS.” Said Exhibit shall be prepared by TRAVEL CONTRACTOR and submitted to DISTRICT for written approval and acceptance by DISTRICT as part of this Agreement. In the event of a conflict between the terms and conditions of any of the SPECIFIC TRIP DETAILS set forth in such Exhibit and the terms and conditions set forth in this Agreement, the General Terms and Conditions set forth in this Agreement shall prevail.
3. **PROMOTIONAL MATERIAL** – TRAVEL CONTRACTOR may prepare and provide at its own expense additional promotional material, which material

must have the written approval of the DISTRICT administrator responsible for the activity before publication and distribution to the participants of the Educational Tour/Field Study Trip. Such material shall prominently display the statement: "Instructional Activities provided by Saddleback College or Irvine Valley College." All travel arrangements are the responsibility of TRAVEL CONTRACTOR."

4. PAYMENT BY TRIP PARTICIPANTS – All payments by Educational Tour/Field Study Trip participants for travel services shall be made directly to TRAVEL CONTRACTOR. All checks drawn by Educational Tour/Field Study Trip participants shall be made to the order of TRAVEL CONTRACTOR'S firm name or to such other name as TRAVEL CONTRACTOR may direct in writing.

TRAVEL CONTRACTOR shall manage all charges collected from Educational Tour/Field Study Trip participants in accordance with applicable Federal and State laws and regulations and the requirements of this Agreement. Any and all funds received by TRAVEL CONTRACTOR shall be held in trust for the benefit of the Educational Tour/Field Study Trip. TRAVEL CONTRACTOR shall account in detail to the DISTRICT the total cost to each participant of each Educational Tour/Field Study Trip.

TRAVEL CONTRACTOR shall provide to District a detailed itemization of all costs and expenses for each Educational Tour/Field Study Trip. Trip costs and expenses shall include but are not limited to details regarding the extent of free transportation, per diem allowance, incidental support, any direct payment to or prerequisites intended by TRAVEL CONTRACTOR for Trip Instructor. Disclosure of these costs and expenses for each Educational Tour/Field Study Trip shall be labeled "SPECIFIC TRIP DETAILS." Cost figures so disclosed will not be changed, except that costs quoted may be based on tariffs and foreign exchange rates in effect at the time of the quote and may be subject to change without amendment to this Agreement if the possibility of such changes has been disclosed in advance and in writing by TRAVEL CONTRACTOR to the DISTRICT and each participant in the Educational Tour/Field Study Trip. In the event an Educational Tour/Field Study Trip is for any reason cancelled prior to the time of its scheduled departure, TRAVEL CONTRACTOR shall refund in full within (10) ten days, any payments received from Educational Tour/Field Study Trip participants provided, however, that if any Educational Tour/Field Study Trip participants cancel after the date specified for final payment for participation in a particular Educational

Tour/Field Study Trip TRAVEL CONTRACTOR shall refund payments within (10) ten days to said Educational Tour/Field Study Trip participants minus any non-recoverable charges or expenses incurred by TRAVEL CONTRACTOR in connection with its provision of travel services for those participants.

5. **RESTRICTION ON TRIP PARTICIPATION** – All Educational Tour/Field Study Trip participants shall be registered in the course related to the Educational Tour Field Study. Though registration is open to the public, some individuals may be denied admission on the basis of academic prerequisites or other constraints. TRAVEL CONTRACTOR SHALL NOT MAKE THE TOUR PACKAGE AVAILABLE TO INDIVIDUALS WHO ARE NOT STUDENTS OF DISTRICT EXCEPT UNDER CONDITIONS ACCEPTED BY THE DISTRICT IN WRITING AND MADE A PART OF THIS AGREEMENT. IN THE EVENT PERSONS WHO ARE NOT DISTRICT STUDENTS SHALL PARTICIPATE IN AN EDUCATIONAL TOUR/FIELD STUDY TRIP WITHOUT DISTRICT PERMISSION, THE TRAVEL CONTRACTOR HEREBY ASSUMES ALL LIABILITY, AS DEFINED IN THIS AGREEMENT, FOR SUCH NON-STUDENT PARTICIPATION.” Prior to the departure of any Educational Tour/Field Study Trip, TRAVEL CONTRACTOR shall provide the DISTRICT at the address set forth below with a roster of all Educational Tour/Field Study Trip participants, showing name, address, emergency contact and address, along with the same information for any other persons the DISTRICT has agreed in writing to allow participation in the Educational Tour/Field Study Trip.

6. **EDUCATIONAL TOUR/FIELD STUDY CORRESPONDENCE** -TRAVEL CONTRACTOR shall forward a copy of all correspondence between the TRAVEL CONTRACTOR and any Trip/Instructor/Presenter/Guide of the DISTRICT at the address set forth below.

7. **INDEMNIFICATION** – TRAVEL CONTRACTOR shall protect, hold harmless, indemnify, and defend DISTRICT (including its trustees, officers and employees) from any and all liability as defined in this Paragraph. For purposes of this Agreement, liability means any and all claims, demands, losses, causes of action, suits, or judgments of any and every kind (including reasonable attorney’s fees) that any person (including but not limited to Educational Tour/Field Study Trip participants or TRAVEL CONTRACTOR’S employees), or such person’s heirs, executors, administrators or assigns may have against the DISTRICT, arising out of

or in connection with TRAVEL CONTRACTOR'S activities under this Agreement which give rise to personal injury, accident, illness or death, or any loss or damage to property, or any other claim including but not limited to claims based on TRAVEL CONTRACTOR'S failure or refusal to perform in accordance with this Agreement, that results from any cause other than the sole negligence of the DISTRICT.

8. **LIQUIDATED DAMAGES.** – TRAVEL CONTRACTOR acknowledges that the DISTRICT is a non-profit public entity that makes no economic gain on travel arrangements for Educational Tour/Field Study Trips. If TRAVEL CONTRACTOR fails to perform in accordance with the Educational Tour/Field Study Trip set forth in SPECIFIC TRIP DETAILS or in promotional brochures provided by TRAVEL CONTRACTOR to Educational Tour/Field Study Trip participants, such breach may cause hardship to the Educational Tour/Field Study Trip participants. However, from the nature of the case it would be impracticable and difficult to fix the amount of damages sustained by Educational Tour/Field Study Trip participants in the event of any such breach. DISTRICT and TRAVEL CONTRACTOR, therefore, presume that in the event of any such breach by TRAVEL CONTRACTOR the minimum amount of damages that will be sustained by Educational Tour/Field Study Trip participants will be \$100 per trip per participant and that TRAVEL CONTRACTOR shall pay such amount as liquidated damages and not as a penalty, provided, however, that the rights set forth in this Paragraph shall not preclude each Educational Tour/Field Study Trip participant from claiming and from being awarded, upon proper proof thereof, of damages in a greater amount than the liquidated damages amount specified in this Paragraph.

9. **TRAVEL AGENTS** – All travel agents used by TRAVEL CONTRACTOR to arrange for transportation (or TRAVEL CONTRACTOR itself if it is a travel agency) shall be licensed and bonded by the International Air Transport Association (IATA) and the Air Traffic Conference (ATC) and shall be members of the American Society of Travel Agents (ASTA) or an equivalent professional travel agent's association.

10. **TRIP CANCELLATION INSURANCE** – TRAVEL CONTRACTOR shall make available to each Educational Tour/Field Study Trip participant trip cancellation insurance that will insure trip participants of trip transportation in spite of accident or illness of any participant that prevents that participant from

either commencing the trip or requires the participant's early return from the trip.

11. **GENERAL LIABILITY INSURANCE** – TRAVEL CONTRACTOR shall for the duration of each Educational Tour/Field Study Trip maintain a comprehensive worldwide, general liability policy or policies insuring TRAVEL CONTRACTOR'S activities under this Agreement against risk of loss due to: (a) bodily injury, death or property damage caused by an occurrence arising out of the operation, maintenance or use, including loading and unloading of hired automobile, watercraft or aircraft in TRAVEL CONTRACTOR'S operations; (b) personal injury arising out of TRAVEL CONTRACTOR'S operations, and shall provide emergency medical services to participants while on the Educational Tour/Field Study Trip, and other general trip insurance benefits as specifically set forth in SPECIFIC TRIP DETAILS. If the Educational Tour/Field Study Trip is to travel to locations beyond the continent of the United States, such policy shall be endorsed to provide coverage for planes brought into the United States, for occurrences elsewhere.

LIABILITY INSURANCE – CERTIFICATE OF INSURANCE – TRAVEL CONTRACTOR shall provide the District's Office of Administrative and Business Services with a valid certificate of insurance for each Educational Tour/Field Study Trip naming the District as additional insured with a single limit of liability of a minimum of \$5,000,000 with evidence that the policy covers the world-wide exposures of each Educational Tour/Field Study Trip. The certificate shall be submitted with the executed AGREEMENT to the Office of the Deputy Chancellor at least (15) fifteen working days prior to commencement of the program.

12. **TRAVEL CONTRACTOR INFORMATION AND IDENTIFICATION** – TRAVEL CONTRACTOR shall at all times maintain on file with the DISTRICT an accurate information sheet listing name, address, telephone, facsimile, e-mail, person(s) responsible for assisting the Educational Tour/Field Study Trip.

13. **TERM** – This Agreement shall be effective on the date first noted above when signed by TRAVEL CONTRACTOR and DISTRICT and shall continue in force until terminated. TRAVEL CONTRACTOR may, upon written notice to DISTRICT, cancel any particular Educational Tour/Field Study Trip no later than 45 days prior to the departure of the Educational Tour/Field Study Trip (or fewer

days upon the express mutual written agreement of DISTRICT and TRAVEL CONTRACTOR specifically set forth SPECIFIC TRIP DETAILS) if the minimum number of participants specified in SPECIFIC TRIP DETAILS fails to sign up for Educational Tour/Field Study Trip. DISTRICT may, upon written notice to TRAVEL CONTRACTOR, cancel any particular Educational Tour/Field Study Trip or may terminate this Agreement in its entirety at any time if TRAVEL CONTRACTOR fails to satisfy any of the terms and conditions of this Agreement or DISTRICT may terminate this Agreement in its entirety in District's sole discretion upon 45 days prior to departure written notice to TRAVEL CONTRACTOR stating that DISTRICT so terminates (or fewer days upon the express mutual written agreement of DISTRICT and TRAVEL CONTRACTOR specifically set forth in SPECIFIC TRIP DETAILS). The termination or expiration of this Agreement shall not relieve any party from any liability arising from breach of this Agreement.

14. **NO ASSIGNMENT/TIME OF ESSENCE/HEIRS AND ASSIGNS** – This Agreement is for the particular services of TRAVEL CONTRACTOR and shall not be assignable by TRAVEL CONTRACTOR in whole or in part without the prior written consent of DISTRICT. Time is of the essence on the performance of each and every provision of this Agreement. The provisions of this Agreement shall extend to be binding upon and inure to the benefit of the heirs, executors, administrators, successors and assigns of the respective parties hereto or of any third party beneficiaries of the Agreement.

15. **NO MODIFICATION OF AGREEMENT** – This Agreement constitutes the full and complete understanding of the parties on the subject hereof, and supersedes all prior understandings or agreements on that subject. No oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto. No prior or contemporaneous agreements, representations or understandings between TRAVEL CONTRACTOR and any Trip Instructor for any Educational Tour/Field Study Trip that are not set forth herein shall be binding upon DISTRICT. No waiver, modification or amendment of any provision of this Agreement shall be effective unless it is in writing and signed by both parties.

16. **NOTICE** – Any notices required or permitted hereunder shall be given in writing to the appropriate party at the address specified above or at such other address as the party may have noticed to the other in accordance with this Paragraph. Such notice upon personal delivery shall be deemed given at the time

of personal delivery to the signatory of the appropriate party named below, or upon mailing by certified or registered mail three days after the date of such mailing.

17. **CONTROLLING LAW** – This Agreement is made in California and its terms and conditions shall be construed in accordance with the laws of the State of California, excluding the body of law applicable to conflicts of law. TRAVEL CONTRACTOR warrants and agrees that any suit brought by DISTRICT or any Educational Tour/Field Study Trip participant against TRAVEL CONTRACTOR based upon this Agreement may be brought in any California court of competent jurisdiction.

IN WITNESS WHEREOF, TRAVEL CONTRACTOR and DISTRICT have executed this Agreement to be effective on the day and year first written above.

TRAVEL CONTRACTOR

DISTRICT

Travel and Education (T&E)

South Orange County Community
College District

Date: _____

Date: _____

By: _____
Alfredo Miguel de Pablo

By: _____
Dr. Debra L. Fitzsimons

Title: President

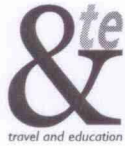
Title: Vice Chancellor, Business Services

Address: 111 S. Independence, East #860
Philadelphia, PA 19106

Address: 28000 Marguerite Parkway
Mission Viejo, CA 92692

Phone: (866) 559-0235

Phone: (949) 582-4664



TRAVEL & EDUCATION Effective: July 3, 2013

PROPOSAL 10 WEEK PROGRAM – SPRING 2014
SADDLEBACK COLLEGE - SOCCCD

Salamanca

Departure from US: Friday, February 14th, 2014

Arrive in Madrid: Saturday, February 15th, 2014

Transfer to Salamanca: Sunday, February 16th, 2014

Program start date: Monday, February 17th, 2014

Program end date: Friday, April 25th, 2014

Transfer to Madrid and return to US: Sunday, April 27th, 2014

PROGRAM COMPONENTS INCLUDED IN THE STUDENT FEE:

- A transportation package consisting of international airfare and round-trip transfers overseas between the airport and the hotel in Madrid.
- 1 night in Madrid on arrival: hotel in Madrid (triple occupancy) with breakfast; group transfers by private bus from Madrid to Salamanca.
- Museum entrances in Madrid and welcome meal.
- Group transfer at the end of the program from Salamanca to Madrid for return to US.
- Accommodation in Salamanca in homestays (2 students per homestay sharing a double room).
- Three meals per day in homestays, 7 days per week, plus a weekly laundry service in the homestay (additional washes may be arranged with the homestay family for an extra cost).
- An orientation program in Salamanca consisting of an orientation meeting with a T&E representative, local area information, a welcome reception and a walking tour of Salamanca.
- Spanish language classes to be held at the Colegio Miguel de Unamuno for four hours per day, Monday through Friday.
- Two full-day excursions by private bus to Segovia and Avila including entrances to the Alcazar in Segovia and la Alberca. Excursions are with the services of an English-speaking guide.
- 10-week social and cultural program (events such as cooking lessons, Spanish cinema, museum visits etc.) including a dinner at the Caves of Perdigon.
- Access to the student computer lab located at the Colegio Miguel de Unamuno with free e-mail, printing and internet facilities.
- \$50 non-refundable application fee.
- \$50 USD per student for expenses in Madrid (tapas)
- Medical insurance for up to \$1,000,000 Health Insurance Benefit per student.
 - Accident and Sickness Insurance Benefits
 - Emergency Medical Evacuation Benefit
 - Repatriation of Remains Benefit
 - Emergency Reunion Benefit
 - 24 hour International Emergency Assistance

- Local medical insurance coverage which includes coverage for accidents while traveling between locations and during scheduled activities.
- Travel insurance for each student includes trip cancellation and trip interruption.
- \$5,000,000 liability coverage with SOCCCD named as co-insured for the duration of the program.
- Mobile phones provided for each student which includes a local Spanish cell number with an initial credit of 5/10 € and free incoming local calls.
- Accounting / billing services in the U.S.
- Pre-departure information services and a toll-free contact number in the U.S.
- Promotional materials including our full color comprehensive "T&E Acceptance and Orientation Packet".
- Advance planning services offered by our T&E office in Philadelphia.

FACULTY BENEFITS INCLUDED IN THE STUDENT FEE

Faculty support services (target enrollment 12 students with 1 faculty member)

as listed below:

- Roundtrip flights between Los Angeles and Madrid on the scheduled group flight.
- T&E can arrange air travel for faculty companions if they are traveling on the standard group flight. Since airfares change frequently, the cost cannot be determined until the ticket has been booked. Faculty will be billed for any companion tickets and they must be paid for in advance of planned travel. If, for any reason, a faculty member no longer requires an issued ticket, cancellation notification must reach T&E by **Monday, November 11th, 2013**, and s/he will need to pay a \$200 cancellation fee. After this date, the ticket is non-refundable and faculty will be responsible for the entire cost. Faculty may charge tickets to a major credit card.
- T&E will provide the SOCCCD faculty member with housing in a single room in the hotel in Madrid (arrival night and 1 night prior to departure, if the flight schedule it advises, if not, no) and 7 nights in hotel in Salamanca.
- Mobile phone will be provided with courtesy credit of 50 €
- Full participation on all activities scheduled on the itinerary, on the same basis as the students, including transfers, entrances, sightseeing tours, etc.

Faculty benefits are paid in full for an enrollment of 12 paying students or more, or pro rata for a lower enrollment.

PROGRAM FEES:

- **\$7200** US Dollars per participant for an enrollment of **12 to 18** paying student participants with 1 faculty administrative visit.
- **\$7089** US Dollars per participant for an enrollment of **19 to 24** paying student participants with 1 faculty administrative visit.
- **\$6850** US Dollars per participant for an enrollment of **25 or more** paying student participants with 1 faculty administrative visit

Should SOCCCD wish to run this program with an enrollment below 12 paying student participants it would be necessary either to add a supplement to the fee above or to remove some components from the program. T&E would discuss these options with SOCCCD.

This fee includes airfare with all the taxes, excludes a \$125 refundable damage deposit, passport or visa fees if applicable, meals other than those indicated on the itinerary, personal expenses, any SOCCCD tuition or administrative fees, additional fieldtrips or excursions required by the SOCCCD faculty and anything not specified. These fees are guaranteed not to change as a result of fluctuations in the \$ exchange rate. T&E will charge a \$35 returned check fee on each check returned by the bank for insufficient funds. T&E charges a 3% handling fee for all payments made via credit card. The group airfare rate can only be guaranteed for a minimum enrollment of 10 or more students taking this option.

OPTIONAL COMPONENTS:

- T&E will reserve spaces at the above prices according to information on the student application form. Once airline tickets have been issued to students they can only be changed directly with the issuing agent –agent and airline-imposed penalties apply.
- T&E cannot arrange airline tickets for students applying after **Friday, October 25th, 2013**. T&E is financially committed to any confirmed airlines seats from **Friday, October 4th, 2013** and therefore an airfare review will take place prior to this date. T&E requests that SOCCCD provide an indication of how many students intend to purchase the transportation package listed above. However, should SOCCCD decide not to offer this transportation package to their students T&E must be notified before **Friday, October 4th, 2013**.
- Single Supplement for homestay accommodation in Salamanca is \$350.

PROGRAM APPLICATION PROCEDURE AND BILLING:

- Penalties apply to changed program bookings after **Friday, October 25th, 2013**. Therefore T&E would require SOCCCD to collect the application forms and deposits of \$450 PLUS airfare deposit of \$200 (total \$650) per student and to forward them to T&E by **Friday, October 4th, 2013**. T&E would then bill the individual student for the balance of fees owing. Balance of airfare, \$1000, must be received by **Friday, October 25th, 2013**. Confirmation of final numbers must be received by **Friday, November 22nd, 2013**. Please note that these are not postmark dates, but the dates by which funds must arrive in the T&E Philadelphia office.
- T&E reserves the right to withdraw students who are not paid in full by the final payment deadline.

- T&E can accept applications after **Friday, October 25th, 2013**, but cannot guarantee program costs after this date. Students applying after the application deadline date of **Friday, October 25th, 2013** can only be accepted on a space-available basis and may be offered “Land-Only” pricing depending on availability and cost of flights.
- T&E accepts payment in the form of personal check or money order and VISA, Mastercard or Discover.

AIRFARE CONDITIONS:

- T&E will reserve spaces according to information on the student application form. Once airline tickets have been issued to students they can only be changed directly with the issuing agent once the student is abroad – agent and airline-imposed penalties apply.
- T&E cannot arrange airline tickets for students applying after **Friday, October 25th, 2013**. T&E is financially committed to any confirmed airline seats from this date and therefore an airfare review will take place prior to this date. T&E requests that SOCCCD provide an indication of how many students intend to participate on the program. However, should SOCCCD subsequently decide to offer the program but arrange their own student airfare then T&E must be notified before **Friday, October 4th, 2013** and will be able to provide a “Land-Only” fee.

REFUND POLICY

Should an individual participant withdraw from the program they must do so in writing directly with T&E and the following policy will apply based on the date the withdrawal notice is received in our Philadelphia office.

WITHDRAWAL

On or before Friday, October 4th, 2013

He/she receives

a refund of all fees paid less \$200 processing fee, the \$50 non-refundable application fee and any non-refundable deposits paid by the student or by **T&E** on behalf of the student

After Friday, October 4th, 2013, but on or before Friday, October 25th, 2013

a refund of all fees paid less \$400 deposit and \$50 non-refundable application fee plus any non-refundable deposits paid by the student or by **T&E** on behalf of the student plus \$200 penalty of airfare tickets

After November 22nd, 2013

no refund

- Once the program has begun students withdrawing receive no refund unless T&E suspends the program.
- It is understood that SOCCCD will not cancel the program if the necessary minimum number of participants have not been enrolled by **Friday, October 25th, 2013**.
- In the of the U.S. State Department issuing a travel warning which advises U.S. citizens not to travel to Spain, or if they are already in Spain, to leave it, T&E will:
- If the If the program has not started, either makes suitable alternative arrangements or cancel the program and refund all fees paid.
- If the program has started, suspend the program and fly the student's home. If students are returned home they will receive a prorate rebate of fees paid to T&E for the proportion of the program not completed, less the \$100 processing fee, the \$210 insurance premium, the \$50 non-refundable application fee and any costs incurred flying the student home.

ACCEPTANCE OF PROPOSAL

T&E require written acceptance of this proposal as soon as possible in order to prepare program materials, make the relevant bookings and to guarantee the price quoted. Please sign and date below to confirm that the components listed in this proposal fulfill your program requirements. This will enable us to prepare your program materials accurately. A confirmation in writing is required by **Friday, August 30th, 2013**. Please sign and date below, and please fax this document in its entirety to Patrizia D'Adamo, T&E Director of US Operations in Philadelphia, fax number 215-238-0236.

PROPOSAL ACCEPTED BY _____
South Orange County Community College District (Saddleback College)

DATE _____

U.S. Department of State

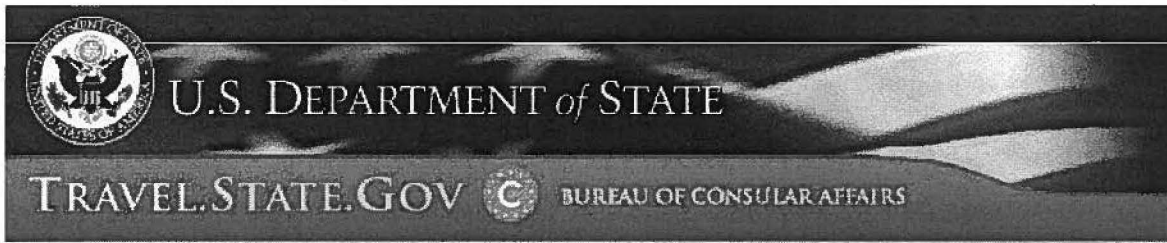
Wednesday, July 3, 2013

Current Travel Warnings

Travel Warnings are issued when long-term, protracted conditions that make a country dangerous or unstable lead the State Department to recommend that Americans avoid or consider the risk of travel to that country. A Travel Warning is also issued when the U.S. Government's ability to assist American citizens is constrained due to the closure of an embassy or consulate or because of a drawdown of its staff. **The countries listed below meet those criteria.**

Egypt 07/03/2013
Somalia 06/21/2013
Israel, the West Bank and Gaza 06/19/2013
Honduras 06/17/2013
Niger 06/14/2013
Chad 06/11/2013
Libya 06/07/2013
Nigeria 06/03/2013
Iran 05/24/2013
Mauritania 05/21/2013
Cote d'Ivoire 05/16/2013
Eritrea 05/10/2013
Central African Republic 05/10/2013
Congo, Democratic Republic of the 04/24/2013
Burundi 04/22/2013
Sudan 04/16/2013
Colombia 04/11/2013
Pakistan 04/09/2013
Lebanon 04/01/2013
Republic of South Sudan 03/29/2013
Mali 03/22/2013
Korea, Democratic People's Republic of 03/14/2013
Guinea 03/14/2013
Tunisia 03/13/2013
Syria 03/01/2013
Iraq 02/25/2013
Algeria 02/19/2013
Philippines 01/30/2013
Afghanistan 01/29/2013

El Salvador 01/23/2013
Kenya 01/14/2013
Haiti 12/28/2012
Mexico 11/20/2012
Yemen 11/19/2012
Saudi Arabia 11/19/2012



U.S. Department of State
Bureau of Consular Affairs
Washington, DC 20520

Spain and Andorra Country Specific Information

June 07, 2013

COUNTRY DESCRIPTION: Spain and Andorra are both advanced, stable democracies with modern economies. Spain is a member of the North Atlantic Treaty Organization (NATO) and the European Union. Read the Department of State's Fact Sheet on Spain and Andorra for additional information.

SMART TRAVELER ENROLLMENT PROGRAM (STEP) / EMBASSY LOCATION: If you are going to live in or visit Spain or Andorra, please take the time to tell our Embassy and/or Consulate about your trip. If you enroll in STEP, we can keep you up to date with important safety and security announcements. It will also help your friends and family get in touch with you in an emergency. Here's the link to the Smart Traveler Enrollment Program.

Diplomatic Posts

U.S. Embassy Madrid

U.S. Consulate General Barcelona

Routine and emergency services for U.S. citizens are provided by the American Citizens Services section of the Consular Section at the U.S. Embassy. Appointments are required for routine consular services. Additional information is available through the U.S. Citizen Services page on the Embassy's website. To make an appointment, please visit the U.S. Embassy's online appointment system for U.S. Citizen Services.

The U.S. Consulate General in Barcelona provides many services for U.S. citizens, including emergency passport services. The American Citizens Services section's assistance also includes, but is not limited to, routine passport services, notary services, and Consular Reports of Births Abroad. The Consulate General also assists in emergencies, including deaths, arrests and crisis

situations. You need to make an online appointment for routine consular services. For assistance regarding Andorra, please contact the U.S. Consulate General in Barcelona.

U.S. Consular Agencies: There are six consular agencies in Spain, which provide limited services to U.S. citizens. Passport applications may be submitted at the agencies. However, the agencies are not authorized to issue passports and will forward the applications for processing. Anyone requesting service at one of the consular agencies should call ahead to verify that the service requested will be available on the day you expect to visit the agency. The agencies' contact information is below. Please note that the emergency after-hours telephone number for all of Spain is: (34) 91 587 2200. Ask to speak to the duty officer if you call this number for emergency assistance outside business hours.

U.S. Consular Agencies

U.S. Consular Agency Fuengirola (Málaga)

U.S. Consular Agency A Coruña

U.S. Consular Agency Las Palmas

U.S. Consular Agency Palma de Mallorca

U.S. Consular Agency Seville

U.S. Consular Agency Valencia

For assistance regarding Andorra, please contact the U.S. Consulate General in Barcelona.

ENTRY / EXIT REQUIREMENTS FOR U.S. CITIZENS: Spain is a party to the Schengen Agreement. This means that U.S. citizens may enter Spain for up to 90 days in a six-month period for tourist or business purposes without a visa. Your passport should be valid for at least three months beyond the period of stay. For additional details about traveling to and within Schengen countries, please see our Schengen Fact Sheet. For details regarding what is required for an official letter of invitation please visit the website of the Spanish Embassy in the U.S.

Spanish Immigration strictly enforces national immigration laws and regulations. You may be expected to present documentation relating to the purpose of your trip, your return flight, hotel reservations or the letter of invitation, and proof that you have sufficient funds for your stay to the Spanish Immigration officer upon your entry into Spain. In the past two years, an increased number of U.S. citizens have been refused entry because they failed to comply with and/or satisfy Spanish immigration laws, including because they overstayed on previous visits to Spain or other Schengen countries.

The Spanish Government scrutinizes visitors who overstay their visas or their visa-free entry per the Schengen Agreement. Immediate deportation after spending a number of days in detention is

not uncommon. You should leave Spain promptly at the end of the 90-day visa-free travel period, or at the end of the time stated on your visa.

U.S. citizens who wish to stay in Spain for longer than three months, or who wish to apply for residency in Spain, will also need to supply local authorities with an official criminal records check from their state of residence or from the Federal Bureau of Investigation's Criminal Justice Information Services office (CJIS). Both types of documents must be apostilled by the state authority for state criminal records and by the Department of State for the FBI records.

The Embassy does not take fingerprints for the purpose of criminal records checks; rather, U.S. citizens can obtain a letter from the Embassy asking local police to take their fingerprints. Individuals need to make an appointment for notarial services to obtain the letter. The U.S. Consulate General in Barcelona also requires individuals to make an appointment for notarial services to obtain a letter.

In an effort to prevent international child abduction, many governments have initiated procedures at entry/exit points. These often include requiring documentary evidence of relationship and permission for the child's travel from the parent(s) or legal guardian not present. Having such documentation on hand, even if not required, may facilitate entry/departure.

Visit the Ministry of Foreign Affairs or the Embassy of Spain website for the most current visa information. For more information concerning entry requirements for Spain, travelers should contact the Embassy of Spain at 2375 Pennsylvania Avenue NW, Washington, DC 20037, telephone (202) 452-0100 or (202) 728-2340, or the nearest Spanish Consulate in Boston, Chicago, Houston, Los Angeles, Miami, New Orleans, New York, San Francisco, or San Juan. Additional information can be found from the Tourist Office of Spain which has offices in several U.S. cities.

Andorra does not have an airport; therefore, all visitors to Andorra must enter via a land border with either Spain or France. There are no visa requirements for entry into Andorra for stays of up to three months; however, the relevant regulations for France or Spain should be followed, depending on which country is transited to reach Andorra. Andorra is not part of the Schengen area. People entering Europe on a Schengen visa should therefore make sure that their visa entitles them to repeated visits to prevent them from being refused entry to Spain or France following a stay in Andorra.

For more information on entry requirements to Andorra, travelers should contact the Embassy of the Principality of Andorra to the United States of America,, 2 U.N. Plaza, 25th floor, New York, NY 10018, telephone (212) 750-8064, email Andorra@un.int.

Information about dual nationality or the prevention of international child abduction can be found on our website. For further information about customs regulations, please read our Customs Information page.

HIV/AIDS RESTRICTIONS: The U.S. Department of State is unaware of any HIV/AIDS entry restrictions for visitors to or foreign residents of Spain and Andorra.

THREATS TO SAFETY AND SECURITY: Spain and Andorra share with the rest of the world an increased threat of international terrorist incidents. Like other countries in the Schengen area, Spain's open borders with its Western European neighbors allow the possibility of terrorist groups entering and exiting the country with anonymity. Spain's proximity to North Africa makes it vulnerable to attack from al-Qa'ida terrorists in the Maghreb region. We remind U.S. citizens to remain vigilant with regard to their personal security and to exercise caution at all times.

In March 2004, Islamist extremists bombed four commuter trains entering Madrid, causing 191 deaths and over 1,400 injuries. Spanish authorities tried the suspected terrorists and their co-conspirators in February 2007 and they were convicted in October 2007.

In 2011, the Basque Fatherland and Liberty (ETA) terrorist organization publicly announced a "definitive cessation of armed activity." While recent arrests have seriously weakened the organization, and despite the announcement, ETA remains a threat and has not disarmed or disbanded. ETA has historically avoided targeting foreigners, instead directing their attacks against the police, military, local politicians, and Spanish government targets as well as towards disrupting transportation and daily life. However, foreigners have been killed or injured collaterally in ETA attacks, and the risk of being in the wrong place at the wrong time in event of an ETA action is a concern for foreign visitors and tourists. Two Ecuadorian nationals were killed in a bombing at the Barajas Airport in Madrid in 2006, and 17 students were injured, including one U.S. citizen, in a bombing at the University of Navarre in 2008. U.S. citizen tourists traveling to Spain should remain vigilant, exercise caution, monitor local developments, and avoid demonstrations and other potentially violent situations. Bombings outside the Basque Country in Burgos and Palma de Mallorca in July 2009 underscore the importance of being vigilant. Though extortion threats have recently ceased in the Basque region, bombs have been used as part of criminal extortion of businesses in the past.

Prior police approval is required for all public demonstrations in Spain, and police are present to ensure adequate security for participants and passers-by. Nonetheless, spontaneous demonstrations do take place in Spain from time to time in response to world events or local developments. Even demonstrations that are meant to be peaceful can become unpredictable and even violent; you should avoid them if at all possible. Be alert and aware of your surroundings, and pay attention to what the local news media have to say. In general, larger public demonstrations are announced on the Demonstrations page on the U.S. Embassy Madrid website.

Stay up to date by:

- Bookmarking our Bureau of Consular Affairs website, which contains the current Travel Warnings and Travel Alerts as well as the Worldwide Caution;
- Following us on Twitter and the Bureau of Consular Affairs page on Facebook;
- Downloading our free Smart Traveler iPhone App available through iTunes and the Google Play Store, for travel information at your fingertips;
- Calling 1-888-407-4747 toll-free within the U.S. and Canada, or a regular toll line, 1-202-501-4444, from other countries; and
- Taking some time before travel to consider your personal security. Here are some useful tips for traveling safely abroad.

SPECIAL ISSUES FOR LGBT TRAVELERS: Exercise caution and please review our LGBT Travel Information.

CRIME: Andorra has a low rate of crime. While most of Spain has a moderate rate of crime and most of the estimated one million U.S. citizen tourists have trouble-free visits to Spain each year, street crimes against tourists occur in the principal tourist areas. Madrid and Barcelona, in particular, report incidents of pick-pocketing, mugging, and occasional violent attacks, some of which require the victim to seek medical attention. Criminals tend to frequent tourist areas and major attractions such as museums, monuments, restaurants, outdoor cafes, Internet cafes, hotel lobbies, beach resorts, city buses, subways, trains, train stations, airports, and ATMs.

In Madrid, incidents have been reported in all major tourist areas, including the area near the Prado Museum, near Atocha train station, in Retiro Park, in areas of old Madrid including near the Royal Palace, and in Plaza Mayor. There have been a number of passport and bag thefts reported at Barajas Airport, local hotels, as well as in El Rastro (Madrid's flea market) and in the Metro.

In Barcelona, the largest number of incidents reported also occurred in major tourist areas--on Las Ramblas, El Prat Airport, Sants train station, inside Metro stations, in the Sagrada Familia Area, in the Gothic Quarter, in Park Güell, in Plaza Real, and along Barcelona's beaches. There have been a number of thefts reported at the Port Olympic Area and nearby beaches.

Travelers should remain alert to their personal security and exercise caution. We suggest that travelers carry limited cash, only one credit card, and a copy of their passport; leaving extra cash, extra credit cards, passports and personal documents in a safe location.

Be especially careful in crowds. Avoid placing passports, cash or other valuables in the outer pockets of backpacks or purses. Pickpockets often use the cover of a crowd to rob unsuspecting tourists and visitors. Do not leave belongings unattended in public areas. Do not put purses on the floor or on the backs of chairs at restaurants. Keep valuable belongings within sight and within easy reach at all times in public areas to reduce the risk of theft.

Thieves often work in teams of two or more people using tactics limited only by their own creativity and imagination. In many cases, one person distracts a victim while the accomplices perform the robbery. For example, someone might wave a map in your face and ask for directions, "inadvertently" spill something on you, or help you clean up bird droppings thrown on you by a third unseen accomplice. While your attention is diverted, an accomplice makes off with your valuables. Thieves may drop coins or keys at your feet to distract you and try to take your belongings while you are trying to help. Physical assaults rarely happen. In the past, such attacks were initiated from behind, with the victim being grabbed around the neck and choked by one assailant while others rifle through or grab the belongings.

A group of assailants may surround the victim in a crowded popular tourist area or on public transportation, and only after the group has departed does the person discover he/she has been robbed. Purse snatchers may grab purses or wallets and run away, or immediately pass the stolen item to an accomplice. A passenger on a passing motorcycle sometimes robs pedestrians. There have been reports of thieves posing as plainclothes police officers, beckoning to pedestrians from cars and sometimes confronting them on the street asking for documents, or to inspect their cash for counterfeit bills, which they ultimately confiscate as "evidence." The U.S. Embassy in Madrid has received reports of cars on limited access motorways being pulled over by supposed unmarked police cars. The Spanish police do not operate in this fashion. We encourage U.S. citizens to ask for a uniformed law enforcement officer if approached.

Theft from vehicles is also common. "Good Samaritan" scams are unfortunately common, where a passing car or helpful stranger will attempt to divert the driver's attention by indicating there is a flat tire or mechanical problem. When the driver stops to check the vehicle, the "Good Samaritan" will appear to help the driver and passengers while the accomplice steals from the unlocked car. Drivers should be cautious about accepting help from anyone other than a uniformed Spanish police officer or Civil Guard. Items high in value like luggage, cameras, laptop computers, or briefcases are often stolen from cars. We recommend that travelers not leave baggage in open view inside parked cars, and keep doors locked, windows rolled up, and valuables out of sight when driving.

While the incidence of sexual assault is statistically very low, attacks do occur. We recommend that U.S. citizens remain aware of their surroundings at all times, and travel with a companion if possible, especially at night. Spanish authorities warn of the availability of so-called "date-rape" drugs and other drugs, including GBH and liquid ecstasy. U.S. citizens should not lower their personal security awareness because they are on vacation. Be cautious in bars and clubs where alcohol is served, never leave your drink unattended and never accept an open drink from a stranger. Incidents have been reported of people falling victim to serious crime after having drugs slipped into their drinks.

A number of U.S. citizens have been victims of various scams in Spain. One scheme involves a U.S. citizen receiving an email or telephone call requesting money to assist a relative or

acquaintance who has allegedly been arrested, detained, robbed, or injured in Spain. Often, it starts with a call impersonating a grandchild supposedly arrested in Spain, asking the grandparents not to inform the parents. If you receive such an email, we recommend that you not send money. Other scams include lottery or advance-fee scams in which a person is lured to Spain to finalize a financial transaction. Often the victims are initially contacted via Internet or fax and informed they have won the Spanish Lottery (El Gordo), inherited money from a distant relative, or are needed to assist in a major financial transaction from one country to another. For more information, please see the Bureau of Consular Affairs' web page on International Financial Scams.

Don't buy counterfeit and pirated goods, even if they are widely available. Not only are the bootlegs illegal to bring back into the United States, if you purchase them you are also breaking local law.

VICTIMS CRIME: If you or someone you know becomes the victim of a crime abroad, you should contact the local police and the nearest U.S. embassy or consulate. We can:

- Replace a stolen passport;
- Help you find appropriate medical care if you are the victim of violent crimes such as assault or rape;
- Put you in contact with the appropriate police authorities, and if you want us to, we can contact family members or friends; and
- Help you understand the local criminal justice process and direct you to local attorneys, although it is important to remember that local authorities are responsible for investigating and prosecuting the crime.

The local equivalent to the "911" emergency line in Europe, including in Spain and Andorra, is 112.

Please see our information on victims of crime, including possible victim compensation programs in the United States.

CRIMINAL PENALTIES: While you are traveling in Spain and Andorra, you are subject to its laws even if you are a U.S. citizen. Foreign laws and legal systems can be vastly different from our own and criminal penalties will vary from country to country. In Spain, driving under the influence could land you immediately in jail. There are also some things that might be legal in the country you visit, but still illegal in the United States. You can be prosecuted under U.S. law if you buy pirated goods. Engaging in sexual conduct with children or using or disseminating child pornography in a foreign country is a crime prosecutable in the United States. If you break local laws in Spain and Andorra, your U.S. passport or citizenship won't help you avoid arrest or prosecution. It's very important to know what's legal and what's not wherever you go.

Persons violating the laws of Spain and Andorra, even unknowingly, may be expelled, arrested, or imprisoned. Penalties for possessing, using, or trafficking in illegal drugs in Spain and Andorra are severe, and convicted offenders can expect long jail sentences and heavy fines. The cities of Madrid and Barcelona and the Balearic Islands regional government have banned the consumption of alcohol in the street, other than in registered street cafes and bars. Visitors to Madrid, Barcelona, Mallorca, Ibiza, and Menorca should be aware that failure to respect this law might result in the imposition of fines. Throughout Spain and Andorra, driving under the influence could land you immediately in jail.

Spain takes illegal immigration seriously and police may stop people to ask for identification and proof of legal status. We recommend that you carry a copy of your U.S. passport at all times.

While some countries will automatically notify the nearest U.S. embassy or consulate if a U.S. citizen is detained or arrested in a foreign country, that might not always be the case here. To ensure that the United States Government is aware of your circumstances, request that the police and prison officials notify the nearest U.S. embassy or consulate as soon as you are arrested or detained overseas.

SPECIAL CIRCUMSTANCES: Accessibility: While in Spain, individuals with disabilities may find accessibility and accommodation different from what you find in the United States. Spain has laws that prohibit discrimination against persons with physical, sensory, intellectual, and mental disabilities in employment, education, access to health care, access to information technology and communication, including social media, and the provision of other state services. The law mandates access to buildings for persons with disabilities. While the government generally enforces these provisions, levels of assistance and accessibility differ between regions. Madrid, Barcelona, and many of the other major cities have made great strides in making public transportation, museums and other public buildings accessible to those with physical disabilities. Most buses have ramps to accommodate wheelchairs and many metro stations have elevators for the same purpose. Taxis that can accommodate wheelchairs are available, but must generally be called in advance. In historic areas and in some other areas, sidewalks can be narrow and have uneven surfaces. Tourists should take this into account when planning their visit.

Andorran law prohibits discrimination against persons with physical, sensory, intellectual, and mental disabilities in employment, education, access to health care, and the provision of other state services. These nondiscrimination laws help to protect travelers with disabilities. In practice, persons with disabilities have easy access to public buildings. The government continues to adapt infrastructure to the needs of disabled persons to ensure accessibility to public transportation, museums, commerce, restaurants, and other buildings in the country.

Employment Issues: U.S. citizens participating in the Ministry of Education's Cultural Ambassador Program (Auxiliares de Conversación) should be aware of reports regarding delayed

payment for services rendered. For more information please review the notice on the U.S. Embassy's website.

If you are a women traveling abroad, please review our travel tips on the Women Travelers page on Travel.State.gov.

SPECIAL ISSUES FOR LGBT TRAVELERS: For further information on Lesbian, Gay, Bisexual and Transgender (LGBT) travel, please read our **Information for LGBT Travelers**

MEDICAL FACILITIES AND HEALTH INFORMATION: Good medical care is available in both Spain and Andorra. Regulations regarding medications may vary from those in the United States. Spanish regulations do not permit the international shipment of medication, so please do not ship medication from the United States to Spain. U.S. citizens who plan a lengthy trip to Spain should bring their medication or obtain a prescription for that medication from a Spanish physician.

You can find detailed information on vaccinations and other health precautions, on the Centers for Disease Control and Prevention (CDC) website. For information about outbreaks of infectious diseases abroad, consult the World Health Organization (WHO) website, which also contains additional health information for travelers, including detailed country-specific health information.

MEDICAL INSURANCE: You can't assume your insurance will go with you when you travel. It's very important to find out BEFORE you leave whether or not your medical insurance will cover you overseas. You need to ask your insurance company two questions:

- Does my policy apply when I'm out of the United States?
- Will it cover emergencies like a trip to a foreign hospital or a medical evacuation?

In many places, doctors and hospitals still expect payment in cash at the time of service. Your regular U.S. health insurance may not cover doctor' and hospital visits in other countries. If your policy doesn't go with you when you travel, it's a very good idea to take out another one for your trip. For more information, please see our medical insurance overseas page.

U.S. citizen tourists are not entitled to free medical care in Spain, including Spanish Social Security medical facilities.

TRAFFIC SAFETY AND ROAD CONDITIONS: While in Spain and Andorra, you may encounter road conditions that differ significantly from those in the United States.

Traffic in Madrid and Barcelona is faster paced than in U.S. cities and can be unnerving because of unfamiliar signs or motorbikes weaving between traffic lanes. Drivers should always obey the traffic light located at their stop line, as there are separate traffic lights for each side of the intersection. For example, the traffic light at the stop line of an intersection may be red, but

across the intersection the light may be green, allowing for right/left hand turns only. An amber flashing light indicates that drivers must yield to pedestrians. Drivers should be alert when driving at night in urban areas because of the possibility of encountering drivers or pedestrians under the influence of alcohol. Night driving in isolated rural areas can be dangerous because of farm animals and poorly marked roads. Rural traffic is generally heavier in July and August as well as during the Christmas and Easter seasons.

Traffic regulations in effect in Spain include the prohibition on the use of a mobile phone without a hands-free device while driving a car. There is a fine of 300 euros for violation of this regulation and loss of driving privileges. In addition, all drivers and passengers are required to carry a reflective vest and put it on if they need to stop on the roadside. A reflective triangle warning sign for a vehicle stopped on the side of the road is also mandatory. Liability insurance, at a minimum, is also required to legally operate any car or motorcycle. Those renting vehicles are encouraged to check with the rental company about traffic regulations and safety equipment. U.S. citizen tourists must obtain International Driving Permits prior to their arrival if they plan to drive in Spain. Those Permits are only valid for one year. You are not allowed to drive on your U.S. license. While rental car companies may rent a vehicle to you without the International Driving Permit, this is illegal and, if pulled over for a traffic violation, your rental car may be detained and towed to the nearest impound lot. Pedestrians should use designated crossing areas when crossing streets and obey traffic lights.

One of the facets of Spanish traffic laws that many U.S. citizens find troublesome is traffic stops by the Spanish National Police or the Guardia Civil. Unlike in the United States, where drivers receive traffic tickets and then pay the court via mail or in person, Spanish police authorities may levy fines on the spot and issue a receipt for the payment. This is done to ensure the traffic fine is paid by foreigners who rarely come back to Spain to pay the fine.

Public transportation in large Spanish cities is generally excellent. All major cities have metered taxis, in which extra charges must be posted in the vehicle. We advise travelers to use only clearly identified cabs and to ensure that taxi drivers always switch on the meter. A green light on the roof indicates that the taxi is available. If you have a problem or suspect you are being over charged, ask for an official receipt. The license number for the taxi should be located in a metal plaque by the passenger window. This number identifies a specific taxi and can prove useful in the event of forgotten property or if you decide to file a complaint. Rail service is comfortable and reliable, but varies in quality and speed. Intercity buses are usually comfortable and inexpensive.

Please refer to our Road Safety page for more information. For specific information concerning Spanish driving permits, vehicle inspection, road tax and mandatory insurance, please contact the Spanish National Tourist Organization offices in New York. For information about driving in Andorra, refer to Andorra's Office of Tourism.

AVIATION SAFETY OVERSIGHT: The U.S. Federal Aviation Administration (FAA) has assessed the government of Spain's Civil Aviation Authority as being in compliance with International Civil Aviation Organization (ICAO) aviation safety standards for oversight of Spain's air carrier operations. Further information may be found on the FAA's safety assessment page.

CHILDREN'S ISSUES: Please see our Office of Children's Issues web pages on intercountry adoption and international parental child abduction.

* * *

This replaces the Country Specific Information for Spain and Andorra dated December 21, 2011.

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Saddleback College: Grant Acceptance, Enrollment Growth and Retention Program

ACTION: Approval

BACKGROUND

In April 2013, Saddleback College submitted a proposal in response to the Economic Development and Workforce Preparation Division, Nursing and Allied Health Unit issued Request for Application by the California Community Colleges Chancellor's Office (CCCCO). The proposal requested funds to support the development and implementation of the Enrollment Growth and Retention program. Funds provided by the grant would support an increase of students enrolling in the Saddleback College Nursing Program.

STATUS

May 10, 2013 the CCCCCO notified the College of its intent to award \$278,000 for the period July 1, 2013 through June 30, 2014 to fund the project efforts as presented in Exhibit A. In order to accomplish the goals identified in Exhibit A, funds from the grant will be utilized to fund a part time faculty position, administrative assistance, lab assistance and mentors to assist in the education of the additional students.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees accept this award renewal of \$278,000 from the Board of Governors California Community College Chancellor's Office for the Enrollment Growth and Retention Program.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
UNIT APPLYING: SADDLEBACK COLLEGE**

- () GRANT APPLICATION ABSTRACT
- (x) GRANT ACCEPTANCE ABSTRACT
- () GRANT RENEWAL ACCEPTANCE ABSTRACT
- () REVISIONS TO ACCEPTANCE ABSTRACT

1. **PROJECT TITLE:** Enrollment Growth and Retention for Registered Nursing Programs
2. **PROJECT DIRECTOR:** Tamera Rice
3. **PROJECT ADMINISTRATOR:** Tamera Rice
4. **GRANTOR AGENCY:** Board of Governors, California Community Colleges Chancellor's Office
5. **FUNDING SOURCE:** California Community College Chancellor's Office
6. **STARTING AND ENDING DATES OF THE PROJECT:** July 1, 2013- June 30, 2014.
7. **EXECUTIVE SUMMARY OF THE PROJECT (limit 125 words):**

Saddleback College will address the goals of the California Community College Chancellor's Office Economic Development and Workforce Preparation Division Nursing and Allied Health Unit through the development and implementation of the Enrollment Growth and Retention program. Funds provided by the grant will support an increase of students enrolling in the Nursing Program. Funds from the grant will also be utilized to fund a part time faculty position, administrative assistants, lab assistance and mentors to assist in the education of the additional students.

8. **SUMMARY BUDGET**

Grant Award	In Kind Matching	Indirect Costs	Project Total
\$278,000		\$11,120	\$278,000

9. **APPROVALS**

Tamera Rice MSN, RN, CNE

 Division/School Dean

Kathy Ware

 Vice President of Instruction

RM *Hevia*

 Vice President for College Administrative Services

[Signature]

 President
(for Todd Burnett)

 Chancellor

 Vice Chancellor of Technology & Learning Services

EXPENDITURES SUMMARY

The Expenditures Summary should follow the standard expenditure categories as used in the operating budget.

	GRANT (Amount)	MATCHING* (In-Kind/Actual)	SOURCE OF MATCH (Partnership/ College/Vendor)
1000 Certificated Salaries	<u>\$ 13,000</u>		
2000 Classified Salaries	<u>\$ 110,357</u>		
3000 Benefits	<u>\$ 93,595</u>		
4000 Supplies	<u>\$9,928</u>		
5000 Contracted Services and Other Expenses	<u>\$15,000</u>		
6000 Capital Outlay	<u>\$15,000</u>		
7000 Other Outgo	<u>\$10,000</u>		
Other Charges <i>(e.g.: Indirect Costs)</i>	<u>\$ 11,120</u>		
TOTALS	<u>\$ 278,000</u>		

*Matching Funds: "In-Kind" matching funds are usually allocations of existing personnel, space, supplies, and equipment.

PROJECT PERSONNEL (reflects the Expenditure Detail above)

<u>Positions</u>	<u>Full-Time</u>	<u>Part-Time</u>	<u>New</u>	<u>Existing</u>
1. Faculty	[]	[X]	[]	[X]
2. Program Assistant(s)	[]	[X]	[]	[X]
3. Sr. Lab Assistant	[X]	[]	[]	[X]

PARTNERSHIPS (if applicable)

Not Applicable

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Saddleback College: Cox (Sprint/Nextel) Lease Agreement, Amendment No. 3, Revised

ACTION: Approval

BACKGROUND

On April 22, 1996, the Board of Trustees approved a five year lease with Cox (Sprint/Nextel) to construct wireless communications facilities on 500 square feet of the Saddleback Library and Learning Resource Center rooftop and includes the right/option to extend the Term for five (5) additional periods of five (5) years each. On April 29, 2013, the Board of Trustees approved a renewal for an additional five (5) years beginning January 1, 2012, and ending December 31, 2016.

STATUS

Cox (Sprint/Nextel) notified the District of a name change to Sprint Telephony PCS, L.P. which they have requested be included in the amendment addressing the extension. Previous amendments did not address the district name change from Saddleback Community College District to South Orange County Community College District and this name change is also corrected via this amendment. These changes are included in the modified amendment (EXHIBIT A).

The College recommends approving modifications to Amendment No. 3 to correct the name changes for both the District and the wireless communications facility owner.

Sprint Telephony (Cox/Sprint/Nextel) will pay \$21,600 to the College annually for the right to lease rooftop space.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve modifications to Amendment No. 3, to the agreement (EXHIBIT A) addressing the name change from Cox (Sprint/Nextel) to Sprint Telephony PCS, L.P. and the name change from Saddleback Community College District to South Orange County Community College District. All other terms, conditions and approved extensions will remain as previously approved.

**AMENDMENT No. 3
TO THE SPRINT TELEPHONY PCS, L.P. (COX/SPRINT/NEXTEL) AGREEMENT
FOR
SADDLEBACK COMMUNITY COLLEGE**

THIS AMENDMENT shall modify the original agreement dated January 2, 1997, by and between the **SADDLEBACK COLLEGE DISTRICT**, hereinafter referred to as "DISTRICT," and **COX (SPRINT/NEXTEL)**, hereinafter referred to as "CONTRACTOR"

WHEREAS, Recital 2 of the original agreement provides that the Lessee has the right and option under the Lease to extend the Term for five (5) additional periods of five (5) years each; and

WHEREAS, the CONTRACTOR has decided to engage their right of renewal for another five year renewal period;

WHEREAS, the DISTRICT has undergone a name change on April 28, 1997 and after the original agreement was executed;

WHEREAS, the CONTRACTOR has undergone a name change;

NOW, **THEREFORE**, the parties agree as follows:

1. **TERM.** The term of the agreement is hereby extended for five years, starting on January 1, 2012 and ending on December 31, 2016, under the same terms and conditions of the original agreement.
2. **MODIFICATION ADDRESSING CONTRACTOR'S NAME CHANGE.** The CONTRACTOR's name is changed from **Cox California PCS, Inc.** to **Sprint Telephony PCS, L.P.**
3. **MODIFICATION ADDRESSING DISTRICT'S NAME CHANGE.** The DISTRICT's name is changed from **Saddleback Community College District** to **South Orange County Community College District.**

IN WITNESS HEREOF, the Parties have executed this Amendment as of the date set forth above.

"DISTRICT"

South Orange County Community College District

By: _____
Dr. Debra L. Fitzsimons
Vice Chancellor, Business Services

Date: _____

"CONTRACTOR"

Sprint Telephony PCS, L.P.

By: _____
Printed Name: _____

Title: _____

Date: _____

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Irvine Valley College: Life Sciences Building: Geotechnical Consultant Agreement, Amendment No. 4

ACTION: Approval

BACKGROUND

The Board of Trustees has approved \$7,468,000 in basic aid for the Irvine Valley College Life Sciences building. On October 26, 2009, the Board of Trustees approved CEM Laboratory Corporation to perform geotechnical and special inspection services which are currently underway. On September 26, 2011, the Board approved a no cost change to align the inspection hourly rates with the prevailing wage rate requirements. On February 27, 2012, the Board approved additional inspection hours increasing the contract by \$57,927 for a new contract total of \$234,552. On August 27, 2012, the Board approved additional inspection hours increasing the contract by \$65,850 for a new contract total of \$300,402.

STATUS

Due to project delay and scheduling inefficiencies, additional geotechnical and special inspection services were required for an amount of \$28,000. A portion of the costs will be back-charged to the contractor.

Staff recommends approval of additional geotechnical and special inspection services. Staff will include the additional costs in takeover negotiations with the surety.

Funds are available within the approved project budgets which are \$7,468,000.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve Amendment No. 4 to the agreement (EXHIBIT A) with C.E.M Lab Corp. for \$28,000 and a new contract total of \$328,402 to provide additional inspection services for the Life Sciences Building at Irvine Valley College.

**AMENDMENT No. 4
TO GEOTECHNICAL SERVICES AGREEMENT
FOR LIFE SCIENCES PROJECT
AT IRVINE VALLEY COLLEGE**

July 22, 2013

THIS AMENDMENT shall modify the original agreement dated October 27, 2009, by and between the South Orange County Community College District, hereinafter referred to as "DISTRICT," and C.E.M. Lab Corp., Inc. hereinafter referred to as "CONSULTANT."

WHEREAS, Article IV of the original agreement establishes that the Board of Trustees must approve an amendment to this Agreement; and

WHEREAS, the project incurred re-inspection charges; and

WHEREAS, project delay and scheduling inefficiencies resulted in a need to extend the inspection schedule.

NOW, THEREFORE, the Parties agree to modify the agreement as follows:

1. Increase number of inspection hours by 400 hours at the contract rate of \$70/hour .	\$28,000
Total	\$28,000

for a revised contract amount of $\$300,402 + 28,000 = \$328,402$.

IN WITNESS HEREOF, the Parties have executed this Amendment as of the date set forth above.

"DISTRICT"

South Orange County Community College District

"CONSULTANT"

C.E.M Lab Corp., Inc.

By: _____

Debra Fitzsimons

Title: Vice Chancellor of Business Services

By: _____

Sohail A. Binaei

Title: President

Date: _____

Date: _____

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Irvine Valley College: Life Sciences Building: Change Order No. 13

ACTION: Approval

BACKGROUND

The Board of Trustees approved basic aid funding for the Irvine Valley College Life Sciences project for a total budget of \$24,861,000. On April, 25, 2011, the Board of Trustees approved an \$11,387,287 construction contract with Edge Development Inc. Previously approved change orders increased the contract by \$265,773.11 for a revised amount of \$11,653,060.11. Edge defaulted and Liberty Mutual, surety for Edge, is using Amoroso Contractors to take the contract to project completion.

STATUS

(EXHIBIT A) includes Board Change Order No. 13. It describes the required modifications contained in Change Order Requests (COR) numbers 73, 75, 77, 79 and 80. Approval of Change Order No. 13 will result in an increase of \$2,283.

The total change to the contract does not exceed the 10% limit allowed by Public Contract Code. Approval will bring the revised contract to \$11,655,343.11.

Funds are available within the approved project budget which is \$24,861,000. Other costs covered by this project budget include architectural fees, inspections, testing, buildings and equipment.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve Change Order Requests (COR) numbers 73, 75, 77, 79 and 80 for the Irvine Valley College Life Sciences Building as described in (EXHIBIT A) and authorize staff to execute the corresponding change order with the contractor which will result in an increase of \$2,283 in the total project cost. The revised contract amount is \$11,655,343.11.

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Irvine Valley College: Grant Acceptance from the National Science Foundation

ACTION: Approval

BACKGROUND

Irvine Valley College has received an award from the National Science Foundation (NSF) to educate optic/photonics technician-level professionals with the skills required to immediately earn gainful employment in the fields of technology that utilize the science of light. This NSF award, funded through the Advanced Technological Education (ATE) Program in the Division of Undergraduate Education, will ensure a pipeline of optics and photonics jobs are filled to meet our nation's economic and technical competitiveness.

STATUS

The IVC School of Physical Sciences has received a \$190,008 award from the NSF, as presented in Exhibit A, to develop a pipeline of optic/photonics technicians to support employer demand in the region. The "IVC Photonics Initiative" will be implemented this fall by completing the hiring of grant management support staff, coordinating marketing and recruitment efforts, offering the initial entry-level Photonics curriculum at ATEP, convening regional industry partners in optics and photonics, developing internship opportunities, and continuing with program curriculum development in cooperation with the NSF. The multi-year granting period is July 1, 2013 through June 30, 2016.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the National Science Foundation award for \$190,008, for a period of July 1, 2013 to June 30, 2016.

Item Submitted By: *Dr. Glenn R. Roquemore, President*
Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
UNIT APPLYING: IRVINE VALLEY COLLEGE

- GRANT APPLICATION ABSTRACT
- GRANT ACCEPTANCE ABSTRACT
- GRANT RENEWAL ACCEPTANCE ABSTRACT
- REVISIONS TO ACCEPTANCE ABSTRACT


1. PROJECT TITLE: IVC Photonics Initiative
2. PROJECT DIRECTOR: Roy McCord/Brian Monacelli
3. PROJECT ADMINISTRATOR: Lianna Zhao
4. GRANTOR AGENCY: National Science Foundation
5. FUNDING SOURCE: Advanced Technological Education Program
6. STARTING AND ENDING DATES OF THE PROJECT: 7/01/2013 – 6/30/2016

7. EXECUTIVE SUMMARY OF THE PROJECT (limit 125 words):
 The IVC Photonics Initiative is designed to educate technician-level professionals with the skills required to immediately earn gainful employment in the fields of technology that utilize the science of light. These optics and photonics jobs are essential aspects of our nation’s economic and technical competitiveness. IVC will establish fundamental optics and photonics courses atop an electronic core curriculum and partner with veterans’ agencies and local high schools to increase awareness of careers in optics and photonics to foster transferrable, dual-credit technical coursework.

8. SUMMARY BUDGET

Grant Award	In Kind Matching	Indirect Costs	Project Total
\$190,008	\$ N/A	\$ TBD	\$190,008

9. APPROVALS



 Division/School Dean



 Vice President of Instruction/Students



 President

 Vice Chancellor, Technology & Lrng Serv

Chancellor

EXPENDITURES SUMMARY

The Expenditures Summary should follow the standard expenditure categories as used in the operating budget.

	GRANT (Amount)	MATCHING* (In-Kind/Actual)	SOURCE OF MATCH (Partnership/College/Vendor)
1000 Certificated Salaries	\$ <u>85,725.00</u>	\$ _____	_____
2000 Classified Salaries	\$ <u>32,452.00</u>	\$ _____	_____
3000 Benefits	\$ <u>18,357.00</u>	\$ _____	_____
4000 Supplies	\$ <u>750.00</u>	\$ _____	_____
5000 Contracted Services and Other Expenses	\$ <u>30,695.00</u>	\$ _____	_____
6000 Capital Outlay	\$ <u>22,029.00</u>	\$ _____	_____
7000 Other Charges (e.g.: Indirect Costs)	\$ _____	\$ _____	_____
TOTALS	\$ <u>190,008.00</u>	\$ _____	_____

*Matching Funds: "In-Kind" matching funds are usually allocations of existing personnel, space, supplies, and equipment.

PROJECT PERSONNEL (reflects the Expenditure Detail above)

<u>Positions</u>	<u>Full-Time</u>	<u>Part-Time</u>	<u>New</u>	<u>Existing</u>
1. Project Director	[X]	[]	[]	[X]
2. Project Director	[]	[X]	[]	[X]
3. Project Specialist	[]	[X]	[X]	[]

PARTNERSHIPS (if applicable)

Partnership Name/Location _____

- | | | | |
|--------------|--------------|---------------------|------------------------------------------|
| •Retail | •Technology | •Real Estate Public | •Public: City, Education, Municipalities |
| •Hospitality | •Health Care | •Manufacturing | •Charitable Non-Profit |
| | | | •Financial |

Partnership Name/Location _____

- | | | | |
|--------------|--------------|---------------------|------------------------------------------|
| •Retail | •Technology | •Real Estate Public | •Public: City, Education, Municipalities |
| •Hospitality | •Health Care | •Manufacturing | •Charitable Non-Profit |
| | | | •Financial |

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: Saddleback College and Irvine Valley College: Speakers
ACTION: Approval

BACKGROUND

Outside speakers may be invited by administrators, faculty members, or recognized student groups to speak at events open to the public.

STATUS

Administrative Regulation 6140 requires that the Board of Trustees be notified, at each board meeting, of speakers who have been invited to speak and/or who have spoken at the colleges and/or ATEP since the last board meeting. Travel expenses and/or honorarium for speakers must be recommended by the Chancellor or college president and submitted to the Board prior to reimbursement of travel expenses or payment of honorarium.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the general fund honoraria as shown in Exhibit A.

SPEAKERS APPROVED BY CHANCELLOR/COLLEGE PRESIDENT

SADDLEBACK COLLEGE

<i>Presentation Date</i>	<i>Faculty Member Course Title/Activity</i>	<i>Speaker Name</i>	<i>Topic</i>	<i>General Fund Honorarium/Travel</i>

IRVINE VALLEY COLLEGE

<i>Presentation Date</i>	<i>Faculty Member Course Title/Activity</i>	<i>Speaker Name</i>	<i>Topic</i>	<i>General Fund Honorarium/Travel</i>
7/31/13 8am-5pm	College of the Future at ATEP summit at Las Lomas Community Park	Becky Foreman	Facilitate consensus workshop and action planning	\$1,250 President's account
7/31/13 8am-5pm	College of the Future at ATEP summit at Las Lomas Community Park	Eva Yakutis	Facilitate consensus workshop and action planning	\$1,250 President's account

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: District-wide Network Refresh – CMAS Contracts

ACTION: Approval

BACKGROUND

Within the FY 2013-2014 budget, the Board of Trustees approved basic aid funds to continue the district-wide voice and data network update. This refresh project is the first priority listed in the technology plan and will replace hardware that has or will reach end-of-life/end-of-support and will add capacity to the network.

Pursuant to Public Contract Code section 10298, the District can utilize contracts awarded by the California Department of General Services through its California Multiple Award Schedules (CMAS).

STATUS

District staff has determined that two contracts awarded by the California Department of General Services to Presidio (CMAS contract numbers: 3-11-70-2834A and 3-12-70-2834E) meet the needs of the District. The CMAS contracts are available for review in the Facilities Planning and Purchasing Department. District staff has reviewed the terms and conditions of the contracts and finds it is in the best interest of the District to use these CMAS contracts to negotiate a best value for services and equipment with Presidio.

Total cost of the equipment and consultant/implementation services for the project will not exceed the \$3,000,000 project budget approved through Basic Aid distribution for fiscal year 2013-2014.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the use of the two listed CMAS contracts for equipment and services purchases with Presidio (CMAS contract numbers: 3-11-70-2834A and 3-12-70-2834E). This approval applies to purchases made within the term of each contract and is contingent upon verification of the availability of funds for each purchase. Total costs for the project will not exceed \$3,000,000.

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Award of Bid: Janitorial Supplies
ACTION: Approval

BACKGROUND

Each year, South Orange County Community College District invites bids for the anticipated needs of janitorial supplies, which are purchased in bulk to secure volume discounts. All items are bid separately with each vendor permitted to bid on any and all items.

STATUS

On May 9 and 16, 2013, SOCCCD ran a newspaper advertisement soliciting bids for Bid No. 305D, Janitorial Supplies. Additional marketing efforts included placing a copy of the bid on the District website and notifying thirty four (34) prospective vendors. Twenty One (21) vendors responded and their bids were opened June 4, 2013. Two bids were rejected and not opened. Seventeen (17) vendors submitted low bids on specific items as shown on (EXHIBIT A) for a total amount of \$218,956.55, including sales tax. Irvine Valley College, Saddleback College and ATEP staff reviewed the bids and recommend award as indicated. Bid details are available in the District Purchasing Department.

Funds are budgeted in the colleges' general fund.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees award Bid No. 305D for Janitorial Supplies for 2013-2014 fiscal year for a total amount of \$218,956.55, to the vendors listed on (EXHIBIT A) with an option of two, one (1) year renewal periods.

**BID NO. 305D
JANITORIAL SUPPLIES & EQUIPMENT
SOCCCD**

<u>VENDORS</u>	<u>PRODUCT</u>	<u>AMOUNT</u>
Blake's Janitorial Supplies Fullerton, CA	Dust cloths	\$ 329.62
P & R Paper Supply Redlands, CA	Can liners, toilet cleaner	487.12
American Chemical & Sanitary Supply Anaheim, CA	Mop handles, air fresheners	491.94
Pioneer Chemical Gardena, CA	Vacuum filters, brooms, etc.	503.53
Pyramid School Products Tampa, FL	Bug spray, toilet bowl mops, etc.	719.47
Office Max A Boise Company Garden Grove, CA	Brooms, buckets wringers, trash cans, etc.	861.57
Star Maintenance Supply San Gabriel, CA	Floor mats, cleaning rags, brooms, etc.	1,466.26
Hillyard Floor Care Supply Los Angeles, CA	Multipurpose cleaners	1,497.14
Empire Cleaning Supplies Los Angeles, CA	Wet mop clean water system, etc.	2,064.51
Kathco Products Commerce, CA	Gloves, wet floor signs, etc.	3,685.93
Gorm, Inc Ontario, CA	Restroom signs, mops, utility cans, etc.	6,577.77
Continental Chemical & Sanitary Supply Anaheim, CA	Mops, toilet seat covers, etc.	7,922.22
Champion Chemical Co. Whittier, CA	Floor cleaner & sealer, etc.	9,032.69
Unipak Corporation Brooklyn, NY	Gloves	9,811.80
Waxie Sanitary Supply Santa Ana, CA	Toilet paper, spray bottles, liquid soap, etc.	21,714.82

**Gale Supply Company
Los Angeles, CA**

**Gloves, roll towels,
toilet paper, etc.**

74,845.89

**Unisource Worldwide, Inc.
La Palma, CA**

**Grout cleaner, can
liners, floor cleaner,
etc.**

76,944.27

GRAND TOTAL

\$ 218,956.55

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: DSA Inspection Services Pool

ACTION: Approval

BACKGROUND

The District is required to employ DSA Inspection services at various times for capital improvement projects. The District selects professional services on demonstrated competence and professional qualifications necessary for satisfactory performance.

STATUS

On May 21 and 28, 2013, SOCCCD ran a newspaper advertisement for consideration of a DSA Inspection Services Pool and for a Resident Inspector. Additional marketing efforts included placing a copy of the "Requests for Qualifications and Proposals" (RFP&Q) on the District's website and providing notice to eleven firms that previously expressed interest in this work.

On June 6, 2013, fourteen proposals (EXHIBIT A) were received and members of the District and both College Facilities departments joined as a selection committee to evaluate the submittals for both the pool and the Resident Inspector. The top seven firms recommended for the Pool include the following:

- Blue Coast Consulting, Del Mar, Jason Maletic
- BPI Inspection Service, Los Angeles, Bob Payinda
- Consulting and Inspection Services, San Marcos, Kent Schafer
- Knowland Construction Services, Rancho Palo Verdes, Christopher Knowland
- LCC3, Ontario, Ed Cunningham
- The Vinewood Company, La Verne, Howard Mason Jr.
- TYR, Long Beach, Youssef Sobhi

When the District contemplates future DSA Inspection services, the competitive process will continue with a "Requests for Proposal" requested for specific project scope. The Resident Inspector selection process is expected to be complete for an August recommendation to the Board of Trustees.

There is no obligation to draw services from the pool and no prohibition to selecting services outside the pool for a specific project if it is considered in the best interest of the District.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the seven firms listed above for a pool from which to draw DSA Inspection services for no greater than a five year period.

Item Submitted By: *Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*

BID NO. 304D
RFQ for DSA Inspections Services Pool and
RFP&Q for Resident Inspector
SOCCCD

<u>COMPANY NAME</u>	<u>CITY</u>	<u>SUBMITTOR'S NAME</u>
*LCC3 Construction Services	Ontario, CA	Ed Cunningham
Sandy Pringle Associates Inspection Consultants – SPAIC	Torrance, CA	Sandy Pringle
*Blue Coast Consulting	Del Mar, CA	Jason Maletic
*TYR	Long Beach, CA	Youssef Sobhi
Stephen Payte DSA Inspections, Inc.	Quartz Hill, CA	Stephen Payte
TGC – The “G” Crew	Glendale, CA	Ella Daya
Todd’s Inspection Testing Service and Associates	San Pedro, CA	Todd Robinson
*BPI Inspection Service	Los Angeles, CA	Bob Payinda
State Consulting & Inspection Services	San Diego, CA	Charlie Chance
*The Vinewood Company, LLC	La Verne, CA	Howard E. Mason, Jr.
*Consulting & Inspection Service, LLC	San Marcos, CA	Kent K. Schafer
*Knowland Construction Services	Rancho Palos Verdes, CA	Christopher Knowland
Patmos Engineering & Inspection Corp.	Huntington Beach, CA	Kamel Tadros
RFK Inspection Services, Inc.	Rancho Cucamonga, CA	Rick Fesler

*Top seven firms recommended for the Pool

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Contract with Redisq Technologies for Software Development Services

ACTION: Approval

BACKGROUND

To support the software projects for Fiscal Year 2013-14, the District is in need of expertise in the area of software development. Redisq Technologies provides these services and is familiar with IT's development efforts, particularly the Student Information System (SIS).

STATUS

District IT is proposing that Redisq Technologies assist by providing software development services for the SIS Enhancements project.

The professional fees for these services will be based on time spent at a rate of \$55 per hour in an amount not to exceed \$110,880. (Exhibit A).

Funding for these software development services are provided by the basic aid allocation approved at the June 2013 board meeting.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the agreement with Redisq Technologies, Exhibit A, for a total amount not to exceed \$110,880, for the term of 9/1/2013 through 8/31/2014.

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is made and entered into this 22nd day of July, 2013 between: Requisition No. RQ14-00966
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, California 92692-3635
Telephone (949) 582-4664

hereinafter called DISTRICT, and

(Name of Contractor): Redisq Technologies
(Street Address): 16120 SE Eastgate Way, Apt# C202
(City, State, Zip Code): Bellevue, WA 98008
(Telephone #): 425-623-0701

hereinafter called CONTRACTOR.

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 required; and

WHEREAS, the CONTRACTOR is specially trained and experienced and competent to perform the special services pursuant to this agreement.

The parties agree as follows:

1. The period of this Agreement shall be effective from 09/01/2013 to 08/31/2014 and may be modified by mutual agreement of the parties. The DISTRICT shall have the discretion to terminate this contract by providing CONTRACTOR 30 days prior written notice.

The CONTRACTOR shall, at times and places designated by it and acceptable to the DISTRICT perform the following services:

Perform software development services in support of the SIS Enhancements project.

2. The DISTRICT shall pay the CONTRACTOR \$55.00 per hour, not to exceed \$110,880. The DISTRICT will pay expenses in the amount of \$ N/A. The total contract amount is \$110,880 (including expenses). Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by IT Directors, Jim Gaston or Jim Phaneuf, payment will be made.
3. The DISTRICT shall not be liable to the CONTRACTOR for personal injury or property damage sustained by him/her in the performance of this contract, whether caused by himself/herself, the DISTRICT, its officers, agents or employees, or by any third party. CONTRACTOR agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
4. While performing service hereunder, the CONTRACTOR is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
5. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

WITNESS the parties hereto the day and year first above written:

Contractor

South Orange County Community College District

Signature: _____

Signature: _____

By: _____

By: Dr. Debra L. Fitzsimons

Title: Consultant/Owner

Title: Vice Chancellor, Business Services

Date: _____

Date: _____

Contact Person: Mollishree Sawhney 423-623-0701

District Contact Person: Jim Gaston 949-582-4336

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Contract with Nimble Consulting for Database Design Services

ACTION: Approval

BACKGROUND

To support the software projects for Fiscal Year 2013-14, the District is in need of expertise in the area of database analysis, design, and programming. Nimble Consulting provides these services and is familiar with IT's development efforts, particularly the Student Information System (SIS) and Sherpa.

STATUS

District IT is proposing that Nimble Consulting assist by providing database design services for SIS enhancements, Student Success Dashboard, Waitlist Modification and Facilities Management projects.

The professional fees for these services will be based on time spent at a rate of \$125 per hour in an amount not to exceed \$252,000 (Exhibit A).

Funding for these software development services is provided by the basic aid allocation approved at the June 2013 board meeting.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the agreement with Nimble Consulting, Exhibit A, for an amount not to exceed \$252,000, for the term of 9/1/2013 to 8/31/2014.

Item Submitted by: *Dr. Robert Bramucci, Vice Chancellor, Technology & Learning Services, and Dr. Debra Fitzsimons, Vice Chancellor, Business Services*

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is made and entered into this 22nd day of July, 2013 between: Requisition No. RQ14-00964
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, California 92692-3635
Telephone (949) 582-4664

hereinafter called DISTRICT, and

(Name of Contractor): Nimble Consulting
(Street Address): 2 Windgate
(City, State, Zip Code): Mission Viejo, CA 92692
(Telephone #): (949) 547-0498

hereinafter called CONTRACTOR.

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 required; and

WHEREAS, the CONTRACTOR is specially trained and experienced and competent to perform the special services pursuant to this agreement.

The parties agree as follows:

1. The period of this Agreement shall be effective from 09/01/2013 to 08/31/2014 and may be modified by mutual agreement of the parties. The DISTRICT shall have the discretion to terminate this contract by providing CONTRACTOR 30 days prior written notice.

The CONTRACTOR shall, at times and places designated by it and acceptable to the DISTRICT perform the following services: **Perform database analysis, design and programming tasks in support of SIS enhancements, Student Success Dashboard, Waitlist Modification and Facilities Management projects. Participate in any applicable design team for ongoing FY2013/14 Projects.**

2. The DISTRICT shall pay the CONTRACTOR \$125.00 per hour, not to exceed \$252,000. The DISTRICT will pay expenses in the amount of \$ N/A. The total contract amount is \$252,000 (including expenses). Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by IT Directors, Jim Gaston or Jim Phaneuf, payment will be made.
3. The DISTRICT shall not be liable to the CONTRACTOR for personal injury or property damage sustained by him/her in the performance of this contract, whether caused by himself/herself, the DISTRICT, its officers, agents or employees, or by any third party. CONTRACTOR agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
4. While performing service hereunder, the CONTRACTOR is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
5. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

WITNESS the parties hereto the day and year first above written:

Contractor

South Orange County Community College District

Signature: _____

Signature: _____

By: _____

By: Dr. Debra L. Fitzsimons

Title: Consultant/Owner

Title: Vice Chancellor, Business Services

Date: _____

Date: _____

Contact Person: Christian Hira 949-547-0498

District Contact Person: Jim Gaston 949-582-4336

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Contract with Synergy Software Solutions for Software Development Services

ACTION: Approval

BACKGROUND

To support the software projects for Fiscal Year 2013-14, the District is in need of expertise in the area of software development. Synergy Software Solutions provides these services and is familiar with IT's development efforts, particularly the My Academic Plan (MAP) system.

STATUS

District IT is proposing that Synergy Software Solutions assist by providing software development services for MAP Upgrade, Degree Audit Integration, SEP, Student Success Dashboard and other SIS projects as required.

The professional fees for these services will be based on time spent at a rate of \$95 per hour in an amount not to exceed \$207,480 (Exhibit A).

Funding for these software development services are provided by the basic aid allocation approved at the June 2013 board meeting.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the agreement with Synergy Software Solutions, Exhibit A, for a total amount not to exceed \$207,480, for the term of 8/1/2013 to 8/31/2014.

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is made and entered into this 22nd day of July, 2013 between: Requisition No. RQ14-00965
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, California 92692-3635
Telephone (949) 582-4664

hereinafter called DISTRICT, and

(Name of Contractor): Synergy Software Solutions
(Street Address): 33 Raven Lane
(City, State, Zip Code): Aliso Viejo, CA 92656
(Telephone #): (213) 300-8877

hereinafter called CONTRACTOR.

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 required; and

WHEREAS, the CONTRACTOR is specially trained and experienced and competent to perform the special services pursuant to this agreement.

The parties agree as follows:

1. The period of this Agreement shall be effective from 08/01/2013 to 08/31/2014 and may be modified by mutual agreement of the parties. The DISTRICT shall have the discretion to terminate this contract by providing CONTRACTOR 30 days prior written notice.

The CONTRACTOR shall, at times and places designated by it and acceptable to the DISTRICT perform the following services: **Perform software development services in support of MAP Upgrade, Degree Audit Integration, SEP, Student Success Dashboard and other SIS projects as required. Participate in design teams for any applicable FY2013/14 Projects.**

2. The DISTRICT shall pay the CONTRACTOR \$95.00 per hour, not to exceed \$207,480. The DISTRICT will pay expenses in the amount of \$ N/A. The total contract amount is \$207,480 (including expenses). Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by IT Directors, Jim Gaston or Jim Phaneuf, payment will be made.
3. The DISTRICT shall not be liable to the CONTRACTOR for personal injury or property damage sustained by him/her in the performance of this contract, whether caused by himself/herself, the DISTRICT, its officers, agents or employees, or by any third party. CONTRACTOR agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
4. While performing service hereunder, the CONTRACTOR is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
5. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

WITNESS the parties hereto the day and year first above written:

Contractor

South Orange County Community College District

Signature: _____

Signature: _____

By: Pratik Modi

By: Dr. Debra L. Fitzsimons

Title: Consultant/Owner

Title: Vice Chancellor, Business Services

Date: _____

Date: _____

Contact Person: Pratik Modi 213-300-8877

District Contact Person: Jim Gaston 949-582-4336

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Degree Audit System

ACTION: Approval

BACKGROUND

Staff at both colleges identified a need for a degree audit system to assist with the student success initiative. A degree audit system helps to automate the task of ensuring students have met all of the requirements for degrees, certificates and transfer certification.

STATUS

On October 15 and October 22, 2012, SOCCCD advertised a Request for Proposals for a degree audit system. On November 9, 2012, four proposals were received (EXHIBIT A). A fourteen member selection committee comprised of representatives from both colleges and district services evaluated the submittals. Three firms were selected for demonstrations and technical workshops were held in November and December 2012. Reference checks followed.

The selection committee recommends CollegeSource, Inc. of Cincinnati, Ohio be selected to provide the u.achieve degree audit system, one year of annual support and integration services. The initial license fee is \$87,600 and the integration services are \$100,301 for a total amount of \$187,901. Annual ongoing costs are anticipated at \$22,520/year.

Funds for the integration services and first year of annual support are available from a 2012/13 basic aid allocation of \$500,000 for degree audit software. District IT will work with the colleges to support the implementation.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the agreements (EXHIBITS B, C, and D), with CollegeSource Inc. for the u.achieve degree audit system for an amount of \$187,901.

BID NO. 302D
RFP for Degree Audit System
SOCCCD

<u>COMPANY NAME</u>	<u>CITY</u>	<u>SUBMITTOR'S NAME</u>
Ellucian	Malvern, PA	Kathy Williams
Decision Academic	Ottawa, ON CA	Bill Beck
Conclusive Systems	Portland, OR	Fred Jensen
CollegeSource	Cincinnati, OH	Mindy Aufderheide

**CollegeSource, Inc.
Cincinnati, OH 45246**

License Agreement

Effective Date: TBD

Licensors: CollegeSource, Inc.

Licensee: South Orange County Community College District
28000 Marguerite Parkway
Saddleback College Health Sciences Building, 3rd Floor
Mission Viejo, CA 92692

Product(s): u.achieve Degree Audit

License Fee: \$87,600

CollegeSource, Inc., a California corporation (“CollegeSource”) and Licensee hereby promise and agree as follows.

1) License.

- a) CollegeSource grants to South Orange County Community College District (“Licensee”) a non-exclusive and non-transferable license for the use of the computer software Product or Products identified above, subject to the terms and conditions of this Agreement (collectively, the software, object code, and all accompanying documentation and materials are referred to simply as the “Product”). The software object code and documentation is available for download from the CollegeSource Support Center, located at clients.collegesource.com/home. Licensee shall not acquire through this License Agreement, any ownership rights in the Product or in any trademark or service mark associated with the Product. All right, title and interest in and to the Product remains with CollegeSource. Similarly, all modifications, upgrades and enhancements, whether made by CollegeSource, Licensee, or others, shall remain the property of CollegeSource and non-transferable, and subject to the same restrictions applicable to the original Product.

- b) For purposes of this License Agreement, the Product shall not include any new releases, updates, revisions, modifications, additions, corrections, fixes, and/or versions (collectively, “Product Updates”) to the Product by CollegeSource, Licensee or other third parties. Licensee shall not be entitled to receive Product Updates unless Licensee is entitled to receive such Product Updates under a separate maintenance agreement with CollegeSource

for which Licensee has paid a separate fee for the Product Updates. This License Agreement does not grant Licensee the right to use any Product Updates.

2) Restricted Use.

- a) Licensee acknowledges that the Product shall be used solely by Licensee for its own internal purposes at the Designated Location described above, and at no other location. Licensee shall permit the Product to be used only by Licensee's employees and students. Any third party consultants needing access to the Product must be approved directly by CollegeSource personnel. The Licensee may reproduce software object code and related material for backup, archival or disaster recovery purposes only. All reproductions must display the CollegeSource copyright and proprietary rights notices.

3) License Fee.

- a) In consideration of the license granted herein, Licensee shall pay CollegeSource the License Fee set forth above. Licensee shall also pay any sales, use or excise tax imposed with respect to this License Agreement, the software, or the license granted hereunder. Any License Fee not paid within 30 days after receipt of CollegeSource's invoice shall bear interest at the rate of 1.5% per month or the maximum amount permitted by applicable law, whichever is less. Any collection costs incurred by CollegeSource in seeking recovery of the License Fee, including reasonable attorneys' fees, shall be reimbursed by Licensee.

4) Confidentiality.

- a) Licensee hereby acknowledges and agrees that the Product constitutes and contains valuable proprietary products and trade secrets of CollegeSource and/or its suppliers, embodying substantial creative efforts and confidential information, ideas, and expressions. Accordingly, Licensee shall treat (and take precautions to ensure that its employees treat) the Product as confidential in accordance with the confidentiality requirements and conditions set forth in this Section 4 of the License Agreement.
- b) Unless required by law, Licensee shall not disclose or otherwise make Product source code or related material, the terms of this License Agreement, or other confidential materials or information of CollegeSource or its suppliers, available to anyone except its authorized employees for purposes related to the permitted use of the Product by Licensee. Licensee shall take all reasonable precautions to maintain the confidentiality of the Product and, without limiting the generality of the foregoing, shall take such precautions as shall be at least equivalent to those employed by Licensee by way of protection of its own confidential information.
- c) Licensee acknowledges that the unauthorized use, transfer or disclosure of the Product or copies thereof will: (1) substantially diminish the value to CollegeSource of the trade secrets and other proprietary interests that are the subject of this License Agreement; (2) render CollegeSource's remedy at law for such unauthorized use, disclosure or transfer inadequate; and (3) cause irreparable injury in a short period of time. If Licensee breaches any of its obligations with respect to the use or confidentiality of the Product, CollegeSource shall be

entitled to equitable relief to protect its interests therein, including, but not limited to, preliminary and permanent injunctive relief.

- d) Licensee's obligations under this Section shall survive the termination of this License Agreement or of any license granted under this License Agreement for whatever reason.

5) Licensee Responsibilities.

- a) Licensee acknowledges that it has the responsibility to have the Product evaluated by its own employees who are fully qualified to evaluate software programs of this kind, and knowledgeable concerning the particular needs and requirements of Licensee. On the basis of such inspection and evaluation, Licensee must satisfy itself that the Product shall suit Licensee's needs and perform the functions that Licensee expects the Product to perform, that the Product shall be compatible with Licensee's existing operations (including physical plant, equipment, facilities, hardware, software, power requirements, and ambient environment requirements), and that Licensee's employees have the training and ability necessary to properly use the Product.
- b) Licensee further acknowledges that it is specifically understood and agreed that while CollegeSource employees shall explain the operation and use of the Product to Licensee's representatives, such CollegeSource representatives are not familiar with Licensee's facilities or requirements, and have made no representations concerning the Product's suitability for Licensee's needs. Licensee acknowledges that its evaluation of the Product is based solely upon the informed evaluation of Licensee's own representatives. Accordingly, it is specifically understood and acknowledged by Licensee that the Product is licensed to Licensee solely on an "as is" basis.

6) Limited Warranty.

- a) CollegeSource warrants to Licensee that the Product shall perform the functions described in the Product documentation provided by CollegeSource to Licensee. CollegeSource does not warrant that the Product is error-free. CollegeSource further does not warrant the performance of software products produced or sold by third parties, regardless of whether the Product, or any portion of it, does, or is designed to, interface with such third party products. CollegeSource's sole obligation under this limited warranty shall be to address the correction of program errors and malfunctions which are reported to CollegeSource by Licensee within ninety (90) days after delivery of the Product to Licensee. CollegeSource's liability, regardless of the form of action, shall not exceed the license fee paid by Licensee.
- b) COLLEGESOURCE DOES NOT REPRESENT OR WARRANT THAT ALL ERRORS IN THE SOFTWARE AND DOCUMENTATION SHALL BE CORRECTED. THE WARRANTIES STATED IN THIS SECTION ARE THE SOLE AND THE EXCLUSIVE WARRANTIES OFFERED BY COLLEGESOURCE. THERE ARE NO OTHER WARRANTIES RESPECTING THE SOFTWARE AND DOCUMENTATION OR SERVICES PROVIDED HEREUNDER, EITHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY OF DESIGN, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE, EVEN IF COLLEGESOURCE HAS BEEN INFORMED OF SUCH PURPOSE. NO AGENT OF COLLEGESOURCE IS AUTHORIZED TO ALTER OR EXCEED THE WARRANTY OBLIGATIONS OF COLLEGESOURCE AS SET FORTH HEREIN. IN NO EVENT SHALL

COLLEGESOURCE BE LIABLE TO LICENSEE FOR INDIRECT, SPECIAL, CONSEQUENTIAL OR PUNITIVE DAMAGES INCURRED BY LICENSEE OR ANY OTHER PERSON OR ORGANIZATION INCLUDING, WITHOUT LIMITATION, DAMAGES FOR DELAY, INCREASED EXPENDITURES, INCREASED OPERATING COSTS, LOSS OF REVENUES, PROFITS, DATA OR USE, EVEN IF COLLEGESOURCE HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

7) Warranty of Title; Indemnification.

- a) CollegeSource warrants that the Product is original to CollegeSource, and/or that CollegeSource is authorized to sub-license those portions of the Product owned by others, and that neither the Product, nor any of its elements, nor the use thereof does or shall violate or infringe upon any patent, copyright, trade secret or other property right of any other person.
- b) Licensee agrees that it shall notify CollegeSource promptly in writing upon learning of any claim, or possible claim, of infringement relating to the Product, and shall not settle any such claim or otherwise compromise its or CollegeSource's legal position relative to such claim, without the prior written consent of CollegeSource. In the event of a suit against Licensee claiming infringement by the Product, Licensee shall permit CollegeSource to undertake, or participate in, the defense of said suit, or shall itself defend said suit, at CollegeSource's election. If the Product is held or believed by CollegeSource to infringe, CollegeSource sole liability hereunder shall be, at CollegeSource's option, to: (i) modify or replace the Product with a non-infringing product; (ii) procure a license for Licensee to continue to use the Product; or, (iii) refund the license fee paid for the Product prorated over a five year period from the date of this License Agreement.
- c) CollegeSource shall have no liability or obligation to defend a claim based upon any use of the Product after it has been modified by Licensee or others. CollegeSource shall have no liability regarding any claim arising out of: (a) use of other than a current, unaltered release of the Product unless the infringing portion is also in the then current, unaltered release, (b) use of the Product in combination with non-CollegeSource software, data or equipment if the infringement was caused by such use or combination, (c) any modification or derivation of the Product not specifically authorized in writing by CollegeSource or (d) use of third party software.
- d) THE PROVISIONS OF THIS SECTION 7 OF THIS LICENSE AGREEMENT STATE THE ENTIRE LIABILITY OF COLLEGESOURCE AND THE EXCLUSIVE REMEDY FOR LICENSEE RELATING TO INFRINGEMENT OR CLAIMS OF INFRINGEMENT OF ANY COPYRIGHT OR OTHER PROPRIETARY RIGHT BY THE PRODUCT.

8) Refund Option Rights.

- a) Licensee shall have the option, for ninety (90) days from the date of this License Agreement, to waive its right to use the Product, and all rights hereunder, by notifying CollegeSource in writing. Upon receipt of such written notification, CollegeSource shall refund any License Fee paid hereunder, EXCEPT that such refund shall be reduced by \$2,500.

- b) If this refund option is exercised by Licensee, then Licensee agrees to destroy all copies of the Product in its possession, custody and control, including the software, object code, and program documentation. Licensee shall provide written certification that it has destroyed all Product copies and the date of such destruction.

9) Termination.

- a) This License Agreement and the license granted hereunder may be terminated:
 - i) by CollegeSource upon the failure of Licensee to make payment of the License Fee when due;
 - ii) by either party upon a material failure of the other to perform its obligations under this License Agreement, provided that the material failure is not corrected within 30 days after notice thereof.
- b) Upon termination of this License Agreement, Licensee shall make payment of any unpaid License Fee and shall cease the use of the Product. Licensee shall destroy all copies of the Product in its possession, custody and control, including the software, object code, and program documentation. Licensee shall provide written certification that it has destroyed all Product copies and the date of such destruction.
- c) Upon the expiration or termination of this License Agreement, all rights granted to Licensee under this License Agreement shall forthwith terminate and immediately revert to CollegeSource.
- d) Upon termination of this License Agreement, Licensee shall not be entitled to any refund, or reimbursement, of any portion of the License Fee paid to CollegeSource, except as provided in Section 8 of this License Agreement.

10) General.

- a) Entire Agreement. This License Agreement constitutes the complete and exclusive statement of the terms and condition between the parties, which supersedes and merges all prior proposals, understandings and all other agreements, oral and written, between the parties relating to this License Agreement. This License Agreement may not be modified or altered except by written instrument duly executed by both parties.
- b) No Waiver. The waiver or failure of either party to exercise any right provided for herein shall not be deemed a waiver of any further right hereunder.
- c) Limitation of Action. No action, regardless of form, arising out of this License Agreement may be brought by either party more than one (1) year after the cause of action has arisen, with the exception of an action related to violation of CollegeSource's proprietary rights in the Product.

- d) Invalidity or Unenforceability. The invalidity or unenforceability of any terms or provisions of this License Agreement shall in no way affect the validity or enforceability of any other term or provision.
- e) Publicity. Nothing in the Agreement shall be construed as conferring rights to use in advertising, publicity or otherwise any trademark or the name of CollegeSource.
- f) Assignment. Licensee may not assign or sub-license, without the prior written consent of CollegeSource, Licensee’s rights, duties or obligations under this Agreement, in whole or in part, to any person or entity.
- g) Force Majeure. With the exception of Licensee's payment and confidentiality obligations, neither party shall be liable to the other for any delay or failure to perform due to acts of God or other causes beyond its reasonable control.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have signed this Agreement.

LICENSEE

COLLEGESOURCE

South Orange County Community College District
Name of Institution

CollegeSource, Inc., a California corporation

By: _____
Signature

By: _____
Mindy Aufderheide
Director, Sales & Marketing

Dr. Debra Fitzsimons
Printed Name

Vice Chancellor, Business Services
Title

EXHIBIT B

Billing Contact			
Bill To:			
Title:			
Address:			
City, State:			
Postal Code:			
Country:			
Phone:			
Fax:			
Email:			

Primary Support Contact			
Encoding:			
Title:			
Address:			
City, State:			
Postal Code:			
Country:			
Phone:			
Fax:			
Email:			

Technical/Installation Support			
Technical / Installation:			
Title:			
Address:			
City, State:			
Postal Code:			
Country:			
Phone:			
Fax:			
Email:			

Technical Environment			
Environment where this package will be installed...			
Hardware (Server):			
Operating System:		Version:	
Database or File System:		Version:	
Student Info. System:			
Current Environment - check if same as above []			
Hardware (Server):			
Operating System:		Version:	
Database or File System:		Version:	
Student Info. Sys:			

 **CollegeSource**
Service Agreement

7) General (cont.)

- d) Invalidity or Unenforceability. The invalidity or unenforceability of any terms or provisions of this Service Agreement shall in no way affect the validity or enforceability of any other term or provision.
- e) Publicity. Nothing in the Service Agreement shall be construed as conferring rights to use in advertising, publicity or otherwise any trademark or the name of CollegeSource.
- f) Assignment. Licensee may not assign, without the prior written consent of CollegeSource, its rights, duties or obligations under this Service Agreement, in whole or in part, to any person or entity. CollegeSource may utilize subcontractors for fulfilling its obligation under this Service Agreement.
- g) Force Majeure. With the exception of Licensee's payment obligations, neither party shall be liable to the other for any delay or failure to perform due to acts of God or other causes beyond its reasonable control.
- h) Exhibits. All exhibits referred to herein are deemed incorporated in this Service Agreement by reference.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have signed this Agreement.

**South Orange County
Community College District**

CollegeSource, Inc.

(Signature)

(Signature)

Dr. Debra Fitzsimons
(Printed name)

(Printed name)

Vice Chancellor, Business Services
(Title)

(Title)

Date: _____

Date: _____

Initials _____ / _____
SOCCCD / CSI



CollegeSource

Service Agreement

2.2 Implementation Approach

SOCCCD has expressed it will license a vendor's degree audit application and may also license the vendor's academic planning application, as well. This statement of work assumes the implementation of both and related modules. The tasking, implementation approach, and investment needed for services work can vary significantly depending on the decision SOCCCD makes.

2.3 Project Scheduling & Management

Ayman Rabi, CollegeSource's Director of Services & Support, or his designee, will be the primary point of contact to facilitate services and coordinate status meetings/reports during the engagement. SOCCCD will establish a similar point of contact to coordinate these activities.

Status meetings are typically bi-weekly involving the respective project managers. Full project team meetings will be scheduled as needed, determined by mutual agreement of the project managers.

3.0 DIVISION OF LABOR

3.1 CollegeSource

Project Management

- 3.1.1 Conduct Project Kickoff meeting to:
 - o Review key aspects of scope and division of labor
 - o Identify project team members, their roles, and contact information
 - o Discuss Development environment setup and remote system access
- 3.1.2 Develop and monitor the project plan, directing resource activities accordingly.
- 3.1.3 Status reports/communications with SOCCCD project manager.
(Typically these are bi-weekly. Full project team meetings will only occur on a periodic basis, as needed, by mutual agreement of project managers)
- 3.1.4 Conduct project sign-off and wrap-up meeting.

Technical

- 3.1.5 Provide scripts and instructions for SOCCCD's DBA to create u.achieve®, and Batch Access database schema.
- 3.1.6 u.achieve® server component installation and configuration.
- 3.1.7 Batch Access installation and configuration. CollegeSource will collaborate with SOCCCD functional staff to decide on which data points will be utilized as selection criteria for batch audits. Then SOCCCD technical staff will create baseline SQL queries for these data points. CollegeSource staff will configure the application based on those.

Initials _____ / _____
SOCCCD / CSI



CollegeSource

Service Agreement

3.1 CollegeSource Technical (cont.)

- 3.1.8 Work with SOCCCD technical staff to define real-time Legacy SIS integration requirements and configure the u.achieve® SIS interface accordingly. As indicated above, this will likely be accomplished via database views, with the specific mechanism ultimately determined by mutual agreement. CollegeSource will be responsible for code/configuration u.achieve-side; SOCCCD will be responsible for code/configuration Legacy SIS-side.
- 3.1.9 Installation and configuration of the u.achieve® Transfer Bridge. The bridge (Java-based) is deployed to pass transfer articulation information that is maintained in the u.achieve Suite back to the Legacy SIS, for processes where it might be needed, like pre-requisite checking. Division of labor for deployment of the Bridge will be similar to the Legacy SIS interface as outlined in 3.1.9 above.
- 3.1.10 Installation and configuration of Self Service and Security modules, in conjunction with existing SOCCCD authentication protocols, and integrated with its MySite portal. CollegeSource will configure the Security module to provide appropriate roles and permissions for users. SOCCCD will detail the existing mechanism for user login and authentication within the portal and collaborate with CollegeSource to integrate that in creating user access accordingly.
- 3.1.11 Installation and configuration of Jasper Reporting, along with 5-10 baseline reports.
- 3.1.12 The u.achieve® Suite uses Cascading Style Sheets (CSS) to allow for changes to the 'out of the box' look and feel to reflect an institution's 'branding'. CollegeSource will work with SOCCCD to update application logo and color scheme of its applications accordingly.
- 3.1.13 Provide SOCCCD with Production Migration instructions. Assistance during actual Production Migration can be provided during normal business hours, with CollegeSource providing guidance, and SOCCCD staff performing 'hands-on' work.
(NOTE: Production Migration activities beyond migration instructions are not accounted for here. If desired, these can be arranged, but involve additional funding)

Functional

- 3.1.14 Conduct application training and consultation during two campus visits. Prior to being on campus, CollegeSource will confer with SOCCCD staff to identify 2-3 degree programs that will be used to build degree audit encoding. Visits will be scheduled by mutual agreement with at least three weeks advance notice.

Visit 1:

(5 days)

u.achieve® Degree Audit Basic Encoding training and consultation to establish 'baseline' encoding as reference for and provide knowledge transfer to SOCCCD staff, to conduct remainder of the degree program encoding on their own.

Initials _____ / _____
SOCCCD / CSI



CollegeSource

Service Agreement

Visit 2:

(3 days)

u.achieve® Transfer Articulation training to educate SOCCCD in using the Transfer Articulation module and consultation to aid with any encoding related to transfer and in automating the transfer evaluation process.

- 3.1.15 Provide guidance, as needed after the campus visit and throughout the implementation to SOCCCD functional staff on encoding its degree programs and creating its roadmaps in u.achieve® and u.direct®. SOCCCD staff will conduct the actual encoding and/or roadmap building.
- 3.1.16 Provide Batch Access training and Jasper Reports application overview. Work with SOCCCD staff to define 10 data points for use in criteria selection in the Batch Access application and be able to run the included reports. This training and consultation will be conducted remotely, as it typically takes less than 1 day.

3.2 SOCCCDProject Management

- 3.2.1 Monitor project plan with CollegeSource Project Manager and facilitate involvement of SOCCCD staff as needed in the project.
- 3.2.2 Be responsible for communications to the CollegeSource project manager about SOCCCD resource constraints, academic calendar conflicts, project team member vacations, and other activities affecting the implementation.
- 3.2.3 Coordinate SOCCCD project team in conducting User Acceptance Testing (“UAT”) to validate the Development instance configuration is complete and meets business requirements for Production Readiness.

Technical

- 3.2.4 Establish and maintain the hardware platform for the implementation, with a Development instance specifically for CollegeSource implementation activities for the project. SOCCCD staff will have oversight including operating system, database, network, any virtualization software, and other non-CollegeSource components.

SOCCCD has indicated it also wants to have a Testing instance in the application environment. Establishing and maintaining that environment will be the responsibility of SOCCCD. It is assumed SOCCCD will clone the Development (or similar copying mechanism) for this purpose and CollegeSource will not be installing and configuring its applications here. That is a possibility, but would need to be outlined in a separate statement of work, with additional funding for the work.

- 3.2.5 Ensure minimum system requirements are met in the Development and Testing environments (e.g. database, Java, web server, etc.).

Initials _____ / _____
SOCCCD / CSI



CollegeSource

Service Agreement

3.2 SOCCCD

Technical (cont.)

- 3.2.6 Establish mutually agreed-upon remote system access to the Development instance as outlined below. On-line meeting and/or web conferencing tools such as Cisco's WebEx software cannot be used as a substitute for VPN access.
- Provides CollegeSource with remote access to a Development environment that allows its technical staff to download, install, and configure CollegeSource software.
 - Provides CollegeSource with remote access that allows its technical/functional staff to read/write and test records relating to CollegeSource products.
 - Provides CollegeSource with remote access to a Development database where CollegeSource software data resides with 'read', 'write', 'create', and 'alter' permissions, and provides database views to necessary tables in Legacy SIS for extracting data needed for audit processing. Data in this Development environment will be copied/cloned from the current Production environment prior to CollegeSource initiating its work to yield development and testing activities that incorporate current data.
- 3.2.7 Create u.achieve®, and Batch Access database schema using scripts and instructions provided by CollegeSource.
- 3.2.8 Work with CollegeSource technical staff to define real-time LEGACY SIS interface requirements and design. This integration is typically accomplished via database links or views, with the specific mechanism ultimately determined by mutual agreement. CollegeSource will be responsible for code/configuration application-side and SOCCCD will be responsible for code/configuration Legacy SIS-side.
- 3.2.9 Assistance with installation and configuration of the u.achieve® Transfer Bridge. The bridge (Java-based) is deployed to pass transfer articulation information that is maintained in the u.achieve Suite back to the Legacy SIS, for processes where it might be needed, like pre-requisite checking. Division of labor for deployment of the Bridge will be similar to the Legacy SIS interface as outlined in 3.2.8 above.
- 3.2.10 Loading of transfer rules into u.achieve® database tables, if they exist electronically today. If not, SOCCCD functional staff will enter these manually.
- 3.2.11 After base installation of the u.achieve® Self Service and CollegeSource Security modules, SOCCCD staff will assist CollegeSource in configuring these modules in conjunction with existing authentication and security protocols for the SOCCCD user community, along with integration to the MySite portal.

 **CollegeSource**
Service Agreement

3.3 Assumptions (cont.)

- 3.3.2 CollegeSource can assume responsibility for Tomcat configuration work, associated with deployment of its web applications, if needed.
- 3.3.3 SOCCCD staff will be dedicated to participating in campus encoding, training, and consultation when scheduled.
- 3.3.4 Any integration with 3rd party applications beyond the Legacy SIS will be considered out of scope for this project. Such integration can be addressed in a separate phase of the work and via a separate statement of work that outlines scope and additional funding for this purpose.

< Rest of this page intentionally blank >

Initials _____ / _____
SOCCCD CSI



CollegeSource

Service Agreement

4.0 INVESTMENT SUMMARY

4.1 Billing Structure & Budget

Services delivered during the project, participation in status meetings, phone consultation, etc. will be invoiced on a time and materials basis, at a bill rate of \$175/hour, except for campus visits, which will be invoiced at fixed costs identified below.

Implementation Services & Training	
Estimated Implementation Services (billable at \$175/hour)	\$ 41,762
Training & Consultation (2 campus visits; \$ 6,000/visit)	\$ 12,000
Estimated Travel Expenses (for the 2 training/consultation visits in 3.1.14; estimation is based on \$2,100/visit)	\$ 4,200
FUNDING RECOMMENDATION	\$ 57,962

4.2 Travel Expenses

For services delivered on campus, SOCCCD will be invoiced for appropriate travel expenses of CollegeSource staff billed at actual cost. This would include: coach airfare, rental car and gas, hotel, meals, home airport parking and mileage, and daily incidentals. CollegeSource will work with SOCCCD to utilize existing relationships the district may have with hotels, car rental agencies, etc., to apply college discounts or allow the district to arrange direct billing for such travel needs to minimize expense overhead wherever possible.

4.3 Invoicing & Payment

CollegeSource invoices for campus visits and related travel expenses immediately after completion. All remotely-delivered services are invoiced twice per month (on the 1st and 16th) for services rendered during the period. Services will be billed on an hourly basis, in minimum 30 minute increments. Payment terms are Net 30 from receipt and acceptance of invoice.

Initials _____ / _____
SOCCCD / CSI


CollegeSource
 Service Agreement
4.3 Invoicing & Payment (cont.)

CollegeSource accepts invoice payment by check or via electronic funds transfer. If your institution uses checks, please submit payments to:

CollegeSource
 ATTN: Accounts Receivable
 1327 East Kemper Road, Suite 3000
 Cincinnati, OH 45246

If you use electronic funds transfer, please mail your institution's EFT forms to:

CollegeSource
 ATTN: Accounts Receivable
 1327 East Kemper Road, Suite 3000
 Cincinnati, OH 45246

Or e-mail the forms to Nikki Hicui, Finance Administrator, at:

Nikki@CollegeSource.com

4.4 Pricing Expiration

Quoted prices above for this engagement are valid until May 1, 2013. If this service agreement is executed and service work is initiated within 60 days, prices will remain in effect for duration of the work.

< Rest of this page intentionally blank >

Initials _____ / _____
 SOCCCD CSI



5.0 SERVICES CONTACTS

SOCCCD shall designate the following individuals to be the primary liaison with CollegeSource on all matters relating to this Statement of Work:

Project Sponsor:

(Individual who authorizes funding for the work to be performed)

Name: _____
Title: _____
E-Mail: _____

Project Manager / Coordinator:

(Individual who maintains contact with CollegeSource’s Project Manager in managing the day to day activities related to the work)

Name: _____
Title: _____
E-mail: _____

Invoicing Approval:

(Individual who CollegeSource should send invoices to for approval)

Name: _____
Title: _____
E-mail: _____

STATEMENT OF WORK APPROVAL

**South Orange County
Community College District**

CollegeSource, Inc.

(signature)

(signature)

Dr. Debra Fitzsimons
(printed name)

(printed name)

Vice Chancellor, Business Services
(title)

(title)

Date: _____

Date: _____

Initials _____ / _____
SOCCCD / CSI

CollegeSource, Inc.
Cincinnati, OH 45246

Maintenance Agreement

Effective Date: July 1, 2014

Licensor: CollegeSource, Inc.

Licensee: South Orange County Community College District
28000 Marguerite Parkway
Saddleback College Health Sciences Building, 3rd Floor
Mission Viejo, CA 92692

Product(s): u.achieve Degree Audit

Maintenance Fee: \$17,520

CollegeSource, Inc., a California corporation ("CollegeSource"), and Licensee hereby promise and agree as follows.

1) Recital.

- a) The parties to this Maintenance Agreement have entered into a License Agreement with respect to the Product(s) listed above, and it is the intent of the parties through this Maintenance Agreement that CollegeSource shall provide maintenance services not provided to Licensee by CollegeSource under the License Agreement.

2) Maintenance.

- a) During the term of this Maintenance Agreement, CollegeSource shall provide maintenance support services as defined specifically below in this Maintenance Agreement ("Maintenance") for the Product(s) listed above (collectively, the software, object code, and all accompanying documentation and materials are referred to simply as the "Product"), as set forth herein. Maintenance shall include only the following:
 - i) CollegeSource shall provide Product support required to implement any new releases, updates, revisions, modifications, additions, corrections, fixes, and/or versions (collectively, "Product Updates") to the Product for Licensee at the Designated Location.
 - ii) CollegeSource shall continue to provide Maintenance to Licensee's purchased version of the Product if Licensee opts not to purchase CollegeSource's new release of the Product, *provided, however*, CollegeSource shall only provide Maintenance pursuant to this Agreement for CollegeSource's current version of the Product and the immediate prior

version of the Product. If Licensee's version of the Product is not CollegeSource's most current version or the immediate prior version, then Licensee's obligation to pay the Maintenance Fee shall cease and CollegeSource's obligation to provide Maintenance to Licensee shall also cease. If Licensee purchases a new release of the Product, the Maintenance Fee shall be adjusted to the Maintenance Fee quoted by CollegeSource at the time of the purchase of the new release.

- iii) In CollegeSource's sole discretion, CollegeSource may deliver to Licensee various software products identified as User Supplied Programs, which may be contributed by CollegeSource or by other third party users of the Product, to supplement the capabilities provided by the Product. User Supplied Programs shall be delivered for Licensee's use on an "as-is" basis, and CollegeSource expressly disclaims all warranties respecting the User Supplied Programs provided hereunder, either express or implied, including but not limited to any warranty of design, merchantability, fitness for a particular purpose, or other warranty of performance. CollegeSource shall have no responsibility for any Maintenance or Program Updates related to or in support of User Supplied Programs or their documentation.
- iv) Telephone, web and e-mail support, up to a maximum of sixteen (16) hours per year, during CollegeSource's normal business hours (8:00 a.m. to 5:00 p.m. Eastern Standard Time; Monday through Friday), to include:
 - (1) Assistance with data entry strategies and solutions;
 - (2) Assistance in the identification and correction of the Product; and
 - (3) Other assistance related to the Product, as determined by CollegeSource.

3) Exclusions.

- a) Maintenance shall not include services other than as set forth above in Section 2 of this Maintenance Agreement and in particular Maintenance shall not include:
 - i) Maintenance of any hardware, accessories, attachments, supplies, machines or other devices of Licensee.
 - ii) Maintenance which is required due to alterations in the Product(s) by Licensee or any party other than CollegeSource.
 - iii) Repair or restoration of Licensee's data (unless data loss is caused solely by CollegeSource personnel while providing Maintenance to Licensee and, in such case, up to the point of last backup kept by Licensee).
- b) Services in excess of the sixteen (16) hours described in Section 2(a)(iv) of this Maintenance Agreement shall be the subject of a separate written Services Agreement which shall describe the scope of services and set forth the expense associate with performing such services.

4) License Agreement.

- a) All Product materials supplied by CollegeSource under this Maintenance Agreement shall be subject to the terms and conditions of the License Agreement governing Licensee's use of the Product.

5) Maintenance Fee.

- a) In consideration of the Maintenance to be provided by CollegeSource, Licensee shall pay CollegeSource the Maintenance Fee set forth above. If applicable, Licensee shall also pay any sales, use or excise tax imposed with respect to this Agreement. Any amounts not paid within 30 days after receipt of CollegeSource's invoice shall bear interest at the rate of 1.5% per month or the maximum amount permitted by applicable law, whichever is less. Any amounts not paid within 45 days of the end of the prior term shall cause the maintenance support described in Section 1 to be discontinued until full payment is received by CollegeSource. Licensee acknowledges that the Maintenance Fee may be increased at any renewal of the term of this Maintenance Agreement pursuant to the procedure set forth in Section 8 and during the term of this Agreement in the event that Licensee opts to purchase a new release pursuant to Section 2(a)(ii) above.

6) System Administrator.

- a) Licensee shall designate the following employee to be the principal liaison between Licensee and CollegeSource on all operating matters relating to the Product (the "System Administrator"). Licensee may also designate an Alternate System Administrator, to act on behalf of Licensee when the System Administrator is not available. CollegeSource shall not be obligated to accept or respond to requests for maintenance service by anyone other than the System Administrator or Alternate System Administrator.

System Administrator: _____

Alternate System Administrator: _____

7) Limitation of Liability.

- a) CollegeSource's liability under this Maintenance Agreement, regardless of the form of action, shall not exceed the Maintenance Fee paid by Licensee. IN NO EVENT SHALL COLLEGESOURCE BE LIABLE TO LICENSEE FOR INDIRECT, SPECIAL, CONSEQUENTIAL OR PUNITIVE DAMAGES INCURRED BY LICENSEE OR ANY OTHER PERSON OR ORGANIZATION INCLUDING, WITHOUT LIMITATION, DAMAGES FOR DELAY, INCREASED EXPENDITURES, INCREASED OPERATING COSTS, LOSS OF REVENUES, PROFITS, DATA OR USE, EVEN IF COLLEGESOURCE HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

8) Term.

- a) The term of this Maintenance Agreement shall be five one-year periods from the Effective Date set forth above.
- b) This Agreement shall be automatically renewed for successive one-year terms unless either party has given the other party written notice of its intent to terminate the Agreement at least thirty (30) days before the annual expiration date. If such written notice is given, this Maintenance Agreement shall terminate as of the end of the then-current one-year term.
- c) At least forty-five (45) days before the end of each one-year term, CollegeSource shall send Licensee a Renewal Notification letter specifying the Maintenance Fee for the following one-year term.

9) Termination.

- a) This Maintenance Agreement may be terminated:
 - i) by CollegeSource upon the failure of Licensee to make payment of the Maintenance Fee when due;
 - ii) by either party upon a material failure of the other to perform its obligations under this Maintenance Agreement, provided that the material failure is not corrected within 30 days after notice thereof.
- b) Upon termination of this Maintenance Agreement, Licensee shall make payment of any unpaid Maintenance Fees.

10) General.

- a) **Entire Agreement.** This Maintenance Agreement constitutes the complete and exclusive statement of the terms and condition between the parties, which supersedes and merges all prior proposals, understandings and all other agreements, oral and written, between the parties relating to this Maintenance Agreement. This Maintenance Agreement may not be modified or altered except by written instrument duly executed by both parties.
- b) **No Waiver.** The waiver or failure of either party to exercise any right provided for herein shall not be deemed a waiver of any further right hereunder.
- c) **Limitations of Action.** No action, regardless of form, arising out of this Maintenance Agreement may be brought by either party more than one (1) year after the cause of action has arisen, with the exception of an action related to violation of CollegeSource's proprietary rights in the Product.

- d) **Invalidity or Unenforceability.** The invalidity or unenforceability of any terms or provisions of this Maintenance Agreement shall in no way affect the validity or enforceability of any other term or provision.
- e) **Publicity.** Nothing in the Maintenance Agreement shall be construed as conferring rights to use, in advertising, publicity or otherwise, any trademark or the name of CollegeSource. Nothing in the Maintenance Agreement shall be construed as conferring rights to use, in advertising, publicity or otherwise, any trademark or the names of South Orange County Community College District, Saddleback Community College, Irvine Valley College and ATEP.
- f) **Assignment.** Licensee may not assign, without the prior written consent of CollegeSource, its rights, duties or obligations under this Maintenance Agreement, in whole or in part, to any person or entity.
- g) **Force Majeure.** With the exception of Licensee's payment obligations, neither party shall be liable to the other for any delay or failure to perform due to acts of God or other causes beyond its reasonable control.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have signed this Agreement.

**South Orange County
Community College District**

CollegeSource

By: _____
Signature

By: _____
Mindy Aufderheide
Director, Business Development

Printed Name

Title

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Adopt Resolution No. 13-26: Appropriations Limit for 2013-2014 (Gann Limit)

ACTION: Approval

BACKGROUND

Pursuant to Article XIII-B of the Constitution and Chapter 1205, Statutes of 1980, all community college districts are required to complete an annual appropriation limit ("Gann Limit"). That appropriation limit is adjusted annually for colleges in price index, population, and other factors as applicable.

STATUS

In accordance with Government Code Section 7910, an appropriation limit of \$236,394,697 has been calculated for fiscal year 2013-2014. The appropriations subject to the limit is \$157,924,408, well under the limit. The documentation used in determining this limit has been made available to the public in the Office of the Vice Chancellor, Business Services, for fifteen (15) days prior to the adoption of this Resolution, and is attached as EXHIBIT A.

RECOMMENDATION

The Chancellor recommends the Board of Trustees adopt Resolution No. 13-26 as presented in EXHIBIT B, establishing the required State constitutional appropriations limit for fiscal year 2013-2014 for the South Orange County Community College District.

CALIFORNIA COMMUNITY COLLEGES
GANN LIMIT WORKSHEET
2013-2014 Fiscal Year

DISTRICT NAME: South Orange County DATE: 7/22/2013

I. 2013-2014 APPROPRIATIONS LIMIT:		
A. 2012-2013 Limit		<u>\$ 225,150,981</u>
B. 2013-2014 Price factor:	1.0512	
C. Population factor:		
1. 2011-2012 Second Period Actual FTES	<u>27,842.36</u>	
2. 2012-2013 Second Period Actual FTES	<u>27,809.90</u>	
3. 2013-2014 Population change factor	<u>0.9988</u>	
(line C.2. divided by line C.1.)		
D. 2012-2013 Limit adjusted by inflation and population factors		<u>\$ 236,394,697</u>
(line A multiplied by line B and line C.3.)		
E. Adjustments to increase limit:		
1. Transfers in of financial responsibility	<u>\$ -</u>	
2. Temporary voter approved increases	<u>-</u>	
3. Total adjustments - increase	<u>\$ -</u>	
Sub-Total		
F. Adjustments to decrease limit:		
1. Transfers out of financial responsibility	<u>\$ -</u>	
2. Lapses of voter approved increases	<u>-</u>	
3. Total adjustments - decrease	<u>\$ -</u>	
G. 2013-2014 Appropriations Limit		<u>\$ 236,394,697</u>
II. 2013-2014 APPROPRIATIONS SUBJECT TO LIMIT:		
A. State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence)		<u>\$ 2,780,757</u>
B. State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.)		<u>1,240,062</u>
C. Local Property taxes		<u>153,879,589</u>
D. Estimated excess Debt Service taxes		<u>-</u>
E. Estimated Parcel taxes, Square Foot taxes, etc.		<u>-</u>
F. Interest on proceeds of taxes		<u>24,000</u>
G. Local appropriations from taxes for unreimbursed State, court, and federal mandates		<u>-</u>
H. 2013-2014 Appropriations Subject to Limit		<u>\$ 157,924,408</u>

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

RESOLUTION 13-26

July 22, 2013

WHEREAS, Article XIII B of the Constitution of the state of California, as approved by the voters in November, 1979, requires the Governing Board of each local jurisdiction, by resolution, to establish an Appropriations Limit on "Proceeds of Taxes" revenues beginning with the 1980-1981 fiscal year; and

WHEREAS, each community college district is required to determine and adopt such Appropriations Limit for the 2013-2014 fiscal year, as a legislative act; and

WHEREAS, this District's Appropriations Limit has been calculated in accordance with Article XIII B of the State Constitution and Government Code Section 7910;

NOW, THEREFORE, BE IT RESOLVED, as a legislative act of the Governing Board that, for the purposes of Article XIII-B, there is hereby established this District's Appropriations Limit of \$236,394,697 for the 2013-2014 fiscal year.



STATE OF CALIFORNIA)
)
COUNTY OF ORANGE)

I, Gary L. Poertner, Secretary of the Board of Trustees of South Orange County Community College District of Orange County, California, hereby certify that the above and foregoing Resolution was duly and regularly adopted by said Board at a regular meeting thereof held on July 22, 2013.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 22nd day of July 2013.

Gary L. Poertner
Secretary to the Board of Trustees

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Budget Amendment: Adopt Resolution No. 13-27 to Amend FY 2012-2013 Adopted Budget

ACTION: Approval

BACKGROUND

Title 5 of the California Code of Regulations, Section 58308 provides that the Board of Trustees by resolution may amend the District budget to provide for the expenditure of funds, the amount of which was unknown at the time of the adoption of the final budget.

STATUS

In order to properly account for the revenues and expenditures of these funds, it is necessary to amend the FY 2012-2013 Adopted Budget.

The District is updating the adopted budget with current information as follows:

Disabled Students Programs & Services (DSPS) at Irvine Valley College	\$794
Community Based Job Training at Irvine Valley College	(\$47,818)
New Multimedia & Entertainment at Irvine Valley College	\$2,500
PD Community Service at Irvine Valley College	\$4,200
Board Financial Assistance Program (BFAP) at Irvine Valley College	<u>\$5,000</u>
Total Decrease to the General Fund	<u><u>(\$35,324)</u></u>
 Total Budget Amendment	 <u><u>(\$35,324)</u></u>

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution No. 13-27 to amend the FY 2012-2013 Adopted Budget as indicated in EXHIBIT A.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL FUND

RESOLUTION 13-27

July 22, 2013

WHEREAS, the Governing Board of the South Orange County Community College District has determined that income in the amount of (\$35,324) is assured to said District as a reduction of the amounts required to finance the total proposed budget expenditures and transfers for the current fiscal year from sources listed in Title 5 of the California Code of Regulations, Section 58308;

WHEREAS, the Governing Board of the South Orange County Community College District can show just cause for the reduced expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Title 5 of the California Code of Regulations, Section 58308, such reduced funds are to be appropriated according to the following schedule:

General Fund

<u>Account</u>	<u>Income Source</u>	<u>Amount</u>
8100	Federal Revenue	(\$47,818)
8600	State Revenue	\$8,294
8800	Local Revenue	\$4,200
		<u>(\$35,324)</u>

<u>Account</u>	<u>Expenditure Description</u>	<u>Amount</u>
1000	Academic Salaries	(\$17,771)
2000	Classified Salaries	(\$15,700)
3000	Fringe Benefits	(\$13,479)
4000	Books and Supplies	(\$1,179)
5000	Other Operating Expenses and Services	\$12,805
		<u>(\$35,324)</u>

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Authorization for District-wide Institutional Memberships FY 2013-2014

ACTION: Approval

BACKGROUND

South Orange County Community College District Board Policy 3220 requires an annual approval of institutional memberships, which we submit twice a year in January and July.

STATUS

Members of the staff of the District and colleges have benefited by participation in various professional organizations. District and college officials have identified the organizations in EXHIBIT A as the participation memberships for FY 2013-2014.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the FY 2013-2014 memberships and estimated dues for organizations represented in EXHIBIT A.

South Orange County Community College District

Institutional Memberships
July 2013 Summary

<u>Location</u>	<u>January</u> <u>FY 12-13</u>	<u>July</u> <u>FY 13-14</u>	<u>Difference</u>
District Services	\$ 62,410.00	\$ 62,465.00	\$ 55.00
Saddleback College	\$ 135,553.10	\$ 125,581.10	\$ (9,972.00)
Irvine Valley College	\$ 69,694.00	\$ 68,648.00	\$ (1,046.00)
Grand Total:	\$ 267,657.10	\$ 256,694.10	\$ (10,963.00)

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT MEMBERSHIPS
2013-2014**

	January FY 12-13	July FY 13-14	Difference
OFFICE OF THE GOVERNING BOARD (10)			
* 10 Association of Governing Boards of Universities and Colleges (AGB)	2,500.00	2,600.00	100.00
10 Orange County School Board Association (OCSBA)	125.00	125.00	0.00
	<hr/>	<hr/>	<hr/>
SUBTOTAL	2,625.00	2,725.00	100.00
OFFICE OF THE CHANCELLOR (11)			
11 American Association of Community Colleges (AACC)	1,160.00	1,160.00	0.00
11 Community College League of California (CCLC)	40,000.00	40,000.00	0.00
* 11 National Assoc of Presidential Assistants in Higher Ed (NAPAHE)	85.00	0.00	(85.00)
11 Orange County Business Council (OCBC)	1,668.00	1,668.00	0.00
	<hr/>	<hr/>	<hr/>
SUBTOTAL	42,913.00	42,828.00	(85.00)
OFFICE OF PUBLIC INFORMATION (11)			
11 National Council for Marketing & Public Relations (NCMPR)	350.00	350.00	0.00
11 Orange County Public Affairs Association (OCPAA)	50.00	50.00	0.00
11 South Orange County Chamber of Commerce	235.00	235.00	0.00
	<hr/>	<hr/>	<hr/>
SUBTOTAL	635.00	635.00	0.00
OFFICE OF TECHNOLOGY AND LEARNING SERVICES (12)			
* 12 Association for Institutional Research (AIR)	125.00	135.00	10.00
12 Research and Planning Group for Calif. Comm. Colleges (the RP Group)	350.00	350.00	0.00
* 12 Society for College and University Planning (SCUP)	780.00	810.00	30.00
12 The Data Warehousing Institute (TDWI)	1,500.00	1,500.00	0.00
	<hr/>	<hr/>	<hr/>
SUBTOTAL	2,755.00	2,795.00	40.00
OFFICE OF BUSINESS SERVICES (13)			
13 Association of Defense Communities	200.00	200.00	0.00
13 Calif. Assoc. of School Bus. Officials (CASBO)	912.00	912.00	0.00
13 Community College Facilities Coalition (CCFC)	1,100.00	1,100.00	0.00
13 Public Agency Risk Managers Association (PARMA)	100.00	100.00	0.00
13 National Assoc. of College & University Business Officers (NACUBO)	2,985.00	2,985.00	0.00
13 Design Build Institute of America (DBIA)	500.00	500.00	0.00
	<hr/>	<hr/>	<hr/>
SUBTOTAL	5,797.00	5,797.00	0.00
OFFICE OF HUMAN RESOURCES (14)			
14 Assn. of Chief H.R.Off./Equal Employ. Opportunity Off. (ACHRO/EEO)	200.00	200.00	0.00
14 Cooperative Org. for the Dev. of Employee Selection Procedures (CODESP)	1,850.00	1,850.00	0.00
* 14 So. Cal. Comm. College Dist. Employment Relations Consortium (LCW Videoconference)	2,500.00	3,250.00	750.00
14 So. Thirty Human Resources Consortium (Southern 30)	200.00	200.00	0.00
	<hr/>	<hr/>	<hr/>
SUBTOTAL	4,750.00	5,500.00	750.00

July-2013

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT MEMBERSHIPS
2013-2014**

	January FY 12-13	July FY 13-14	Difference
OFFICE OF INFORMATION TECHNOLOGY (15)			
15 EDUCAUSE (Professional Assoc. for Computing & Information)	2,780.00	2,780.00	0.00
15 Information Systems Security Association (ISSA)	155.00	155.00	0.00
	<hr/>	<hr/>	
SUBTOTAL	2,935.00	2,935.00	0.00
	<hr/>	<hr/>	
TOTAL DISTRICT MEMBERSHIPS	\$62,410.00	\$63,215.00	\$805.00

* Changes from January 2013 list.

SADDLEBACK COLLEGE MEMBERSHIPS
2013-2014

		January FY 12-13	July FY 13-14	Difference
OFFICE OF THE PRESIDENT (20)				
20	American Association of Community Colleges (AACC)	17,000.00	17,000.00	0.00
20	National Association of President Assistants in Higher Education (NAPAHE)	85.00	85.00	0.00
20	Western Association of Schools & College Accreditation Commission for Colleges (WASC)	30,000.00	30,000.00	0.00
	SUBTOTAL	47,085.00	47,085.00	0.00
OFFICE OF PHYSICAL PLANT (21)				
21	Assn. of Physical Plant Adm. of Universities and Colleges (APPA)	960.00	960.00	0.00
	SUBTOTAL	960.00	960.00	0.00
OFFICE OF INSTRUCTION (22)				
*	22 Association of Continuing & Community Education (ACCE)	0.00	60.00	60.00
22	California Community Colleges Chief Instructional Officers (CCCCIO)	600.00	600.00	0.00
22	Honors Transfer Council of California (HTCC)	75.00	75.00	0.00
22	National College Testing Association (NCTA)	175.00	175.00	0.00
22	National Collegiate Honors Council (NCHC)	500.00	500.00	0.00
22	Western Regional Honors Council (WRHC)	75.00	75.00	0.00
	SUBTOTAL	1,425.00	1,485.00	60.00
OFFICE OF THE ACADEMIC SENATE (23)				
23	Academic Senate for California Community Colleges (ASCCC)	3,831.60	3,831.60	0.00
	SUBTOTAL	3,831.60	3,831.60	0.00
OFFICE OF STUDENT SERVICES (24)				
24	American College Health Association (ACHA)	2,000.00	2,000.00	0.00
24	California Community Colleges Chief Student Services Administrators Association (CCCCSSAA)	300.00	300.00	0.00
24	Health Services Association for California Community Colleges (HSACCC)	150.00	150.00	0.00
24	National Association for the Education of Young Children (NAEYC)	900.00	900.00	0.00
	SUBTOTAL	3,350.00	3,350.00	0.00
OFFICE OF FINANCIAL AID & STUDENT SERVICES (26)				
26	National Assoc. of Student Financial Aid Administrators (NASFAA)	2,526.00	2,526.00	0.00
	SUBTOTAL	2,526.00	2,526.00	0.00
OFFICE OF ADMISSIONS, RECORDS & ENROLLMENT SERVICES (30)				
30	Amer. Assoc. of Collegiate Registrars & Adm. Off. (AACRAO)	1,421.00	1,421.00	0.00
30	Calif. Assoc. of Comm. College Registrars & Adm. Officers (CACCRAO)	200.00	200.00	0.00
30	Consortium of So. Calif. Colleges and Universities (CSCCU)	250.00	250.00	0.00
30	National Association of Foreign Student Advisors (NAFSA)	385.00	385.00	0.00
	SUBTOTAL	2,256.00	2,256.00	0.00
OFFICE OF COMMUNITY EDUCATION & CONTRACT EDUCATION (31)				
31	Association of Continuing & Community Education (ACCE)	159.00	159.00	0.00
	SUBTOTAL	159.00	159.00	0.00
OFFICE OF SAFETY & SECURITY (34)				
*	34 California College & University Police Chief Association (CCUPCA)	125.00	135.00	10.00
	SUBTOTAL	125.00	135.00	10.00

SADDLEBACK COLLEGE MEMBERSHIPS
2013-2014

		January FY 12-13	July FY 13-14	Difference
OFFICE OF STUDENT DEVELOPMENT (36)				
36	Alpha Gamma Sigma (AGS) Honor Society	50.00	50.00	0.00
36	American Institute of Architecture Students (AIAS)	275.00	275.00	0.00
36	California Nurses Student Association (CNSA)	30.00	30.00	0.00
36	Circle K	540.00	540.00	0.00
36	National Student Nurses Association (NSNA)	70.00	70.00	0.00
36	Phi Theta Kappa (PTK)	55.00	55.00	0.00
36	PSI Beta	50.00	50.00	0.00
	SUBTOTAL	1,070.00	1,070.00	0.00
OFFICE OF COLLEGE PUBLICATIONS (38)				
38	Community College Public Relations Organization (CCPRO)	175.00	175.00	0.00
38	National Council for Marketing and Public Relations (NCMPR)	450.00	450.00	0.00
	SUBTOTAL	625.00	625.00	0.00
OFFICE OF COLLEGE FOUNDATION (39)				
39	Association for Healthcare Philanthropy (AHP)	992.00	992.00	0.00
39	Council for Advancement and Support of Ed (CASE)	1,780.00	1,780.00	0.00
39	Council for Aid to Education (CAE)	600.00	600.00	0.00
39	Council on Resource Development (CRD)	195.00	195.00	0.00
39	National Association of Athletic Dev. Directors (NAADD)	360.00	360.00	0.00
39	Network of Calif. Community College Foundations (NCCCF)	450.00	450.00	0.00
39	Partnership for Philanthropic Planning Orange County (PPPOC)	275.00	275.00	0.00
	SUBTOTAL	4,652.00	4,652.00	0.00
OFFICE OF PLANNING, RESEARCH & Accreditation (43)				
43	Association for Institutional Research (AIR)	250.00	250.00	0.00
43	The Research and Planning Group (the RPA Group)	350.00	350.00	0.00
	SUBTOTAL	600.00	600.00	0.00
OFFICE OF GRANTS & CONTRACTS (44)				
44	Grant Professionals Association (GPA)	200.00	200.00	0.00
	SUBTOTAL	200.00	200.00	0.00
DIVISION OF BUSINESS SCI. & ECONOMIC & WORKFORCE DEVMT. (50)				
50	Aliso Viejo Chamber of Commerce	175.00	175.00	0.00
50	California Association for Local Economic Development (ASTD)	80.00	80.00	0.00
50	CA Internship & Work Force Experience Assoc. (CIWEA)	150.00	150.00	0.00
50	California Placement Association (CPA)	125.00	125.00	0.00
50	Dana Point Chamber of Commerce	100.00	100.00	0.00
50	Mission Viejo Chamber of Commerce	150.00	150.00	0.00
50	Mountain Pacific Assoc. of Colleges and Employers (MPACE)	150.00	150.00	0.00
50	National Assoc. of Colleges and Employers (NACE)	400.00	400.00	0.00
50	National Association for Community College Entrepreneurship (NACCE)	750.00	750.00	0.00
50	Laguna Niguel Chamber of Commerce	125.00	125.00	0.00
50	Lake Forest Chamber of Commerce	175.00	175.00	0.00
50	Orange County Business Council (OCBC)	1,666.00	1,666.00	0.00
50	Rancho Santa Margarita Chamber of Commerce	150.00	150.00	0.00
50	San Clemente Chamber of Commerce	249.00	249.00	0.00
50	San Juan Capistrano Chamber of Commerce	135.00	135.00	0.00
50	So Orange County Regional Chamber of Commerce	5,000.00	5,000.00	0.00
	SUBTOTAL	9,580.00	9,580.00	0.00

SADDLEBACK COLLEGE MEMBERSHIPS
2013-2014

		January FY 12-13	July FY 13-14	Difference
DIVISION OF COUNSELING SERVICES (51)				
51	California Community College Association	50.00	50.00	0.00
51	California Community College Counselors Association	15.00	15.00	0.00
51	California Community Colleges Matric Professionals Association	75.00	75.00	0.00
51	South Coast Higher Education Council (SCHEC)	50.00	50.00	0.00
51	Southern Calif. Intersegmental Articulation Council (SCIAC)	75.00	75.00	0.00
SUBTOTAL		265.00	265.00	0.00
DIVISION OF ADVANCED TECHNOLOGY & APPLIED SCIENCES (52)				
*	52 American Society of Landscape Architects (ASLA)	0.00	438.00	438.00
52	Automotive Engine Rebuilders Association (AERA)	200.00	200.00	0.00
52	Automotive Service Council	25.00	25.00	0.00
52	Automotive Transmission Rebuilders Association (ATRA)	300.00	300.00	0.00
52	California Automotive Teachers (CAT)	100.00	100.00	0.00
52	California Native Plant Society (CNPS)	75.00	75.00	0.00
52	Comptia *NO FEE MEMBERSHIP	No Fee	No Fee	No Fee
52	Costume Society of America (CSA)	115.00	115.00	0.00
*	52 Fashion Business Inc.	0.00	500.00	500.00
52	International Textile & Apparel Association (ITAA)	300.00	300.00	0.00
52	National Career Pathways Network (NCPN)	750.00	750.00	0.00
*	52 National Council for Science and the Environment (NCSE)	0.00	3,000.00	3,000.00
52	National Coalition of Advance Technology Centers (NCATC)	600.00	600.00	0.00
*	52 National Kitchen & Bath Assoc. (NKBA)	700.00	300.00	(400.00)
52	National Technical Honor Society (NTHS) *NO FEE MEMBERSHIP	No Fee	No Fee	No Fee
52	North American Council of Automotive Teachers (NACAT)	450.00	450.00	0.00
52	SP2 Safety Membership	200.00	200.00	0.00
52	Society for Conservation Biology (SCB)	29.00	29.00	0.00
52	Society for Ecological Restoration-California (SERCAL)	45.00	45.00	0.00
52	Southern CA Regional Transit Training Consortium (SCR TTC)	500.00	500.00	0.00
*	52 Surface Design Association	0.00	100.00	100.00
*	52 US Green Building Council (USGBC)	750.00	300.00	(450.00)
SUBTOTAL		5,139.00	8,327.00	3,188.00
DIVISION OF LIBERAL ARTS (53)				
53	Associated College Press (ACP)	139.00	139.00	0.00
*	53 Community College Journalism Association	80.00	0.00	(80.00)
53	Journalism Association of Community Colleges (JACC)	500.00	500.00	0.00
*	53 National Association of Hispanic Journalist	0.00	75.00	75.00
*	53 Society of Professional Journalist	0.00	75.00	75.00
SUBTOTAL		719.00	789.00	70.00
DIVISION OF HEALTH, HUMAN SERVICES (54)				
54	American Academy of Professional Coders (AAPC)	120.00	120.00	0.00
54	American Health Information Management Association (AHIMA)	165.00	165.00	0.00
*	54 American Health Info. Mgmt. Assoc. Virtual Lab (AHIMA)	3,750.00	0.00	(3,750.00)
54	Association of Women's Health, Obstetric Neonatal Nurses (AWHONN)	168.00	168.00	0.00
54	Board of Registered Nursing	215.50	215.50	0.00
54	California Association for Alcohol & Drug Educators (CAADE)	200.00	200.00	0.00
54	CAAHEP (EMT/Paramedic)	450.00	450.00	0.00
54	California Paramedic Program Directors	50.00	50.00	0.00
54	CoAEMSP (Paramedic Accrediting Organization)	1,200.00	1,200.00	0.00
*	54 Commission on Accreditation for Health Informatics & Information Management (CAHIIM)	9,500.00	0.00	(9,500.00)
54	International Association Eating Disorder Professionals (IAEDP)	250.00	250.00	0.00
54	International Nursing Association for Clinical Simulation and Learning (INACSL)	200.00	200.00	0.00
54	National Association of EMS Educators (NAEMSE)	70.00	70.00	0.00

SADDLEBACK COLLEGE MEMBERSHIPS

		January FY 12-13	July FY 13-14	Difference
DIVISION OF HEALTH, HUMAN SERVICES (54) (Cont'd)				
54	National League for Nursing (NLN)	1,575.00	1,575.00	0.00
54	National League for Nursing Accrediting Commission (NLNAC)	2,400.00	2,400.00	0.00
54	National Organization of Associated Degree Nursing (NOADN)	400.00	400.00	0.00
54	Orange County/Long Beach Consortium For Nursing (OCLBCP)	150.00	150.00	0.00
54	So. Calif. Organ. of Assoc. Degree Nurs'g Prog. Directors of So Ca (ADN)	100.00	100.00	0.00
	SUBTOTAL	20,963.50	7,713.50	(13,250.00)
DIVISION OF FINE ARTS & MEDIA TECHNOLOGY (55)				
55	American Liszt Society	400.00	400.00	0.00
55	Association of Performing Arts Presenters (APAP)	759.00	759.00	0.00
55	Broadcast Education Association (BEA)	160.00	160.00	0.00
55	California Alliance for Jazz (CAJ)	50.00	50.00	0.00
55	CA Association of Professional Music Teachers (CAPMT)	142.00	142.00	0.00
55	California Broadcasters Association (CBA)	100.00	100.00	0.00
55	California Presenters (CP)	150.00	150.00	0.00
55	Choral America	140.00	140.00	0.00
55	College Art Association of America (CAA)	300.00	300.00	0.00
55	College Broadcasters, Inc. (CBI)	250.00	250.00	0.00
55	International Council of Fine Arts Deans (ICFAD)	350.00	350.00	0.00
55	Jazz Education Network (JEN)	300.00	300.00	0.00
55	League of American Orchestras	75.00	75.00	0.00
55	Music Association of California Community Colleges (MACCC)	75.00	75.00	0.00
55	Music Teachers Association of CA (MTAC)	176.00	176.00	0.00
55	National Association of Broadcasters (NAB)	360.00	360.00	0.00
55	National Council for Education of the Ceramic Arts (NCECA)	100.00	100.00	0.00
55	Radio, TV, News Directors Association (RTDNA)	150.00	150.00	0.00
55	S.O. C. Chamber of Commerce	265.00	265.00	0.00
*	55 United States Institute for Theatre Technology (USITT)	220.00	270.00	50.00
55	Western Arts Alliance (WAA)	400.00	400.00	0.00
	SUBTOTAL	4,922.00	4,972.00	50.00
DIVISION OF MATH, SCIENCE & ENGINEERING (56)				
56	American Association for the Advancement of Science (AAAS)	250.00	250.00	0.00
56	Two Year College Chemistry Consortium (2YC3)	25.00	25.00	0.00
56	National Science Teachers Assn. (NSTA)	65.00	65.00	0.00
	SUBTOTAL	340.00	340.00	0.00
DIVISION OF KINESIOLOGY AND ATHLETICS (57)				
57	American Baseball Coaches Association	50.00	50.00	0.00
57	American Football Coaches Association (AFCA)	60.00	60.00	0.00
57	American College Dance Festival Association (ACDFA)	300.00	300.00	0.00
57	California Community College Athletic Directors Association (CCCAA)	180.00	180.00	0.00
57	CA Community College Athletic Trainers Association (CCCATA)	75.00	75.00	0.00
57	California Community College Athletic Associations (CCCAA)	9,715.00	9,715.00	0.00
57	California Community College Baseball Coaches Association	200.00	200.00	0.00
57	California Community College Cross Country & Track Coaches Association	200.00	200.00	0.00
57	California Community College Fastpitch Coaches Association	120.00	120.00	0.00
57	California Community College Football Coaches Association	145.00	145.00	0.00
57	California Community College Ladies Golf Coaches Association (CCCLGCA)	150.00	150.00	0.00
57	California Community Colleges Men's Basketball Association	125.00	125.00	0.00
57	California Community College Physical Educators (CCCPE)	400.00	400.00	0.00
57	California Community College Soccer Coaches Association	100.00	100.00	0.00

SADDLEBACK COLLEGE MEMBERSHIPS

		January FY 12-13	July FY 13-14	Difference
<i>DIVISION OF KINESIOLOGY AND ATHLETICS (57) (Cont'd)</i>				
57	California Community College Swim & Dive Coaches Association	120.00	120.00	0.00
57	California Community College Tennis Coaches Association	150.00	150.00	0.00
57	California Community College Water Polo Coaches Association	150.00	150.00	0.00
57	California Community College Women's Basketball Coaches Association	240.00	240.00	0.00
57	California State Swimming & Diving Coaches Association	150.00	150.00	0.00
57	College Smimming Coaches Association of America	300.00	300.00	0.00
57	Golden State Spirit Association (GASSA)	30.00	30.00	0.00
57	Intercollegiate Tennis Association	330.00	330.00	0.00
57	National Alliance of Two Year Colleges Athletic Administrators (NATYCAA)	200.00	200.00	0.00
57	National Association of Collegiate Directors of Athletics (NACDA)	150.00	150.00	0.00
57	National Athletic Trainers Association (NATA)	400.00	400.00	0.00
57	National Fastpitch Coaches Association (NFCA)	70.00	70.00	0.00
57	National Soccer Coaches Association of America	150.00	150.00	0.00
57	Orange Empire Conference (OEC)	5,100.00	5,100.00	0.00
57	Southern CA Comm. College Cross Country/Track & Field Coaches Assoc. (SCCXCTFCA)	80.00	80.00	0.00
57	Southern California Football Association /National Conference Southern Div.	2,000.00	2,000.00	0.00
	SUBTOTAL	21,440.00	21,440.00	0.00
<i>DIVISION OF SOCIAL & BEHAVIORAL SCIENCES (58)</i>				
58	National Association for Ethnic Studies (NAES)	65.00	65.00	0.00
58	National Women's Studies Association (NWSA)	150.00	150.00	0.00
58	Southwestern Anthropological Association (SWAA)	40.00	40.00	0.00
58	Society for California Archeology (SCA)	100.00	100.00	0.00
	SUBTOTAL	355.00	355.00	0.00
<i>DIVISION OF ONLINE EDUCATION AND LEARNING RESOURCES (59)</i>				
59	American Library Association (ALA)	1,300.00	1,300.00	0.00
59	Association of College and Research Libraries (ACRL)	90.00	90.00	0.00
59	Council of Chief Librarians (CCL)	100.00	100.00	0.00
59	Learning Resrces Assoc. of the Calif. Comm. Colleges (LRACCC)	200.00	200.00	0.00
59	Lib. Orientation and Instruction Exchange (LOEX)	80.00	80.00	0.00
59	The Library and Info. Technology Assoc.(LITA)	90.00	90.00	0.00
	SUBTOTAL	1,860.00	1,860.00	0.00
<i>DIVISION OF TRANSFER, CAREER & SPECIAL PROGRAMS (61)- New Division</i>				
*	61 American Association of Women in Community Colleges (AAWCC)	100.00	0.00	(100.00)
61	Association of California Community College Teacher Education Program	100.00	100.00	0.00
61	Association on Higher Education & Disability (AHEAD)	260.00	260.00	0.00
61	California Association for Postsecondary Education & Disability (CAPED)	240.00	240.00	0.00
61	California Community College CalWORKS Association	50.00	50.00	0.00
61	California Community College EOPS Association	85.00	85.00	0.00
61	National Career Development Association (NCDA)	195.00	195.00	0.00
61	Western Association for College Admissions	75.00	75.00	0.00
	SUBTOTAL	1,105.00	1,005.00	(100.00)
TOTAL SADDLEBACK COLLEGE MEMBERSHIPS		\$135,553.10	\$125,581.10	(\$9,972.00)

* Changes from January 2013 list.

IRVINE VALLEY COLLEGE MEMBERSHIPS
2013-2014

		January FY 12-13	July FY 13-14	Difference
PRESIDENT'S OFFICE (20)				
20	American Association of Community Colleges (AACC)	10,000.00	10,000.00	0.00
20	American Council on Education (ACE)	540.00	540.00	0.00
20	Association for Institutional Research (AIR)	410.00	410.00	0.00
20	Black Chamber of Commerce of Orange County	300.00	300.00	0.00
20	California Association for Institutional Research (CAIR)	90.00	90.00	0.00
20	Community College Public Relations Organization (CCPRO)	50.00	50.00	0.00
20	Council for Resource Development (CRD)	600.00	600.00	0.00
20	Irvine Chamber of Commerce	600.00	600.00	0.00
20	Irvine Chamber of Commerce, Board Member, In addition to other Irvine Member	1,000.00	1,000.00	0.00
20	Irvine Sister Cities Foundation Association	25.00	25.00	0.00
20	National Association of Presidential Assistants in Higher Education (NAPAHE)	85.00	85.00	0.00
20	National Council for Marketing and Public Relations (NCMPR)	350.00	350.00	0.00
20	Network of California Community College Foundations (NCCCCF)	250.00	250.00	0.00
20	Orange County Business Council (OCBC)	1,666.00	1,666.00	0.00
20	The Research and Planning Group for the California Community Colleges (the RP Group)	350.00	350.00	0.00
20	Tustin Chamber of Commerce	186.00	186.00	0.00
20	Western Association of School & College Accreditation Commission for Colleges (WASC)	20,072.00	20,072.00	0.00
	SUBTOTAL	36,574.00	36,574.00	0.00
OFFICE OF INSTRUCTION (22)				
22	California Community Colleges Chief Instructional Officers (CCCCIO)	300.00	300.00	0.00
22	Honors Transfer Council of California (HTCC)	90.00	90.00	0.00
22	National Collegiate Honors Council (NCHC)	500.00	500.00	0.00
22	Western Regional Honors Council (WRHC)	75.00	75.00	0.00
	SUBTOTAL	965.00	965.00	0.00
OFFICE OF THE ACADEMIC SENATE (23)				
23	Academic Senate for California Community Colleges (ASCCC)	2,600.00	2,600.00	0.00
	SUBTOTAL	2,600.00	2,600.00	0.00
OFFICE OF STUDENT SERVICES, OUTRACH AND COMMUNITY RELATIONS (24)				
24	Calif. Community College Chief Student Services Officers Association	300.00	300.00	0.00
24	Calif. Community College Early Childhood Educators (CCCECE)	30.00	30.00	0.00
24	Health Services Assoc. of the Calif. Community Colleges (HSACCC)	150.00	150.00	0.00
24	National Association of Education for Young Children (NAEYC)	100.00	100.00	0.00
	SUBTOTAL	580.00	580.00	0.00
OFFICE OF FINANCIAL AID (26)				
26	Western Assoc. of Veteran Education Specialist (WAVES)	75.00	75.00	0.00
26	National Association Student Financial Aid Admin (NASFAA)	1,370.00	1,370.00	0.00
	SUBTOTAL	1,445.00	1,445.00	0.00
OFFICE OF ADMISSIONS & RECORDS (30)				
30	American Association of Collegiate Registrars and Admission Officers (AACRAO)	1,015.00	1,015.00	0.00
30	California Association of Community College Registrars and Adm. Officers (CACCRAO)	200.00	200.00	0.00
30	National Association of Foreign Student Advisors (NAFSA)	390.00	390.00	0.00
	SUBTOTAL	1,605.00	1,605.00	0.00
OFFICE OF COMMUNITY ED (31)				
31	Association of Community & Continuing Education (ACCE)	160.00	160.00	0.00
31	National College Testing Association (NCTA)	40.00	40.00	0.00
	SUBTOTAL	200.00	200.00	0.00

IRVINE VALLEY COLLEGE MEMBERSHIPS
2013-2014

		January FY 12-13	July FY 13-14	Difference
OFFICE OF EXTENDED EDU (32)				
32	NONE	0.00	0.00	0.00
		SUBTOTAL		
		0.00	0.00	0.00
OFFICE OF SAFETY AND SECURITY (34)				
34	California College and Universities Police Chief's Association (CCUPCA)	75.00	75.00	0.00
34	California Emergency Services Association (CESA)	160.00	160.00	0.00
*	34 California Public Parking Association	0.00	125.00	125.00
34	International Association of Chiefs of Police (IACP)	100.00	100.00	0.00
34	International Association of Law Enforcement Administration (IACLEA)	225.00	225.00	0.00
34	Orange County Training Managers Association (OCTMA)	70.00	70.00	0.00
		SUBTOTAL		
		630.00	755.00	125.00
OFFICE OF SUPPORTIVE SERVICES (35)				
35	California Association for Post Secondary Education and Disability (CAPED)	240.00	240.00	0.00
35	California Community Colleges Cal Works Association (CCCCA)	50.00	50.00	0.00
		SUBTOTAL		
		290.00	290.00	0.00
OFFICE OF STUDENT DEVELOPMENT (36)				
36	COSTCO	100.00	100.00	0.00
		SUBTOTAL		
		100.00	100.00	0.00
OFFICE OF LIBRARY SERVICES (37)				
37	Association of College and Research Libraries (ACRL)	110.00	110.00	0.00
37	California Library Association (CLA)	150.00	150.00	0.00
37	College Reading and Learning Association (CRLA)	50.00	50.00	0.00
37	Council of Chief Librarians (CCL)	150.00	150.00	0.00
37	American Library Association (ALA)	500.00	500.00	0.00
		SUBTOTAL		
		960.00	960.00	0.00
TECHNOLOGY SERVICES (41)				
*	41 California Educational Technology Professionals (CETPA)	0.00	90.00	90.00
*	41 Directors of Educational Technology (DET/CHE)	0.00	75.00	75.00
41	Educause	730.00	730.00	0.00
*	41 Project Management Institute (PMI)	0.00	139.00	139.00
*	41 Wiche Cooperative for Educational Technologies (WCET)	1,500.00	0.00	(1,500.00)
		SUBTOTAL		
		2,230.00	1,034.00	(1,196.00)
SCHOOL OF FINE ARTS (70)				
70	American Association of Museums (AAM)	350.00	350.00	0.00
70	American College Dance Festival Association (ACDFA) (2yr. memb.)	250.00	250.00	0.00
70	United States Institute of Theatre Technology (USITT)	180.00	180.00	0.00
70	College Art Association (CAA)	375.00	375.00	0.00
		SUBTOTAL		
		1,155.00	1,155.00	0.00
SCHOOL OF BUSINESS SCIENCE (72)				
72	Academy of Legal Studies in Business (ALSB)	60.00	60.00	0.00
72	American Management Association (AMA)	225.00	225.00	0.00
72	California Association for Local Economic Development (ASI)	80.00	80.00	0.00
72	Cisco Consortium	500.00	500.00	0.00
72	Orange County Legal Secretaries Association (OCLSA)	75.00	75.00	0.00
73	Orange County Paralegal Association (OCPA)	50.00	50.00	0.00
72	National Association for Community College Entrepreneurship (NACCE)	750.00	750.00	0.00
72	Society for Human Resources Management (SHRM)	180.00	180.00	0.00
		SUBTOTAL		
		1,920.00	1,920.00	0.00

IRVINE VALLEY COLLEGE MEMBERSHIPS
2013-2014

		January FY 12-13	July FY 13-14	Difference
SCHOOL OF GUIDANCE AND COUNSELING (73)				
73	National Association of Colleges & Employers (NACE)	400.00	400.00	0.00
73	Southern California Intersegmental Articulation Council (SCIAC)	75.00	75.00	0.00
73	South Coast Higher Education Council (SCHEC)	50.00	50.00	0.00
	SUBTOTAL	525.00	525.00	0.00
SCHOOL OF HUMANITIES AND LANGUAGES (74)				
74	American Historical Association (AHA)	140.00	140.00	0.00
74	Calif. Teachers of English to Speakers of Other Languages (CATESOL)	50.00	50.00	0.00
74	Community College Humanities Association (CCHA)	300.00	300.00	0.00
74	English Council of California Two Year Colleges (ECCTYC)	105.00	105.00	0.00
74	Organization of American Historians (OAH)	140.00	140.00	0.00
74	Teachers of English to Speakers of Other Languages (TESOL)	120.00	120.00	0.00
	SUBTOTAL	855.00	855.00	0.00
SCHOOL OF LIFE SCIENCES & TECHNOLOGIES (76)				
76	Association for Biology Laboratory Education (ABLE)	40.00	40.00	0.00
	SUBTOTAL	40.00	40.00	0.00
SCHOOL OF KINESIOLOGY, HEALTH & ATHLETICS (77)				
77	American Volleyball Coaches Association Women (AVCA)	155.00	155.00	0.00
77	American Equipment Managers Association (AEMA)	75.00	75.00	0.00
77	California Community College Athletic Association (CCCAA)	6740.00	6,740.00	0.00
77	California Community College Athletic Directors Association (CCCADA)	100.00	100.00	0.00
77	California Community College Coaches Association - Baseball	400.00	400.00	0.00
77	California Community College Coaches Association - Men's Basketball	350.00	350.00	0.00
77	California Community College Coaches Association - Women's Basketball	200.00	200.00	0.00
77	California Community College Counselors/Advisors Academic Association for Athletics (CCCC/AAAA)	125.00	125.00	0.00
77	California Community College Physical Education (CCCPE)	400.00	400.00	0.00
77	CCC Badminton Coaches Association Women's (CCCWBCA)	100.00	100.00	0.00
77	CCC Golf Coaches Association (CCCGCA)	150.00	150.00	0.00
77	CCC Ladies Golf Coaches Association (CCCLGCA)	150.00	150.00	0.00
77	CCC Men's Volleyball Coaches Association (CCCMVCA)	125.00	125.00	0.00
*	77 CCC Soccer Coaches Association (Men and Women) (CCCSA)	150.00	175.00	25.00
77	CCC Tennis Coaches Association (Men & Women)	50.00	50.00	0.00
77	CCC Women's Volleyball Coaches Association (CCCWVCA)	125.00	125.00	0.00
77	Intercollegiate Tennis Association Men's and Women's ITA- Team	340.00	340.00	0.00
77	National Athletic Trainers Association (NATA)	458.00	458.00	0.00
77	National Association of Collegiate Director of Athletics (NACDA)	125.00	125.00	0.00
77	National Association of Two Year College Athletic Administrators (NATYCAA)	100.00	100.00	0.00
77	National Soccer Coaches Association of America (Men & Women-College Srvc)	390.00	390.00	0.00
77	Orange Empire Conference (OEC)	5,000.00	5,000.00	0.00
77	Women's Basketball Coaches Association (WBCA)	130.00	130.00	0.00
	SUBTOTAL	15,938.00	15,963.00	25.00
SCHOOL OF PHYSICAL SCIENCES & TECHNOLOGIES (78)				
78	American Association of Physics Teachers (AAPT)	185.00	185.00	0.00
78	American Chemical Society (ACS)	145.00	145.00	0.00
78	Orange County Astronomers Association (OCA)	57.00	57.00	0.00
	SUBTOTAL	387.00	387.00	0.00

July-2013

IRVINE VALLEY COLLEGE MEMBERSHIPS
2013-2014

		January FY 12-13	July FY 13-14	Difference
SCHOOL OF CAREER TECH EDUCATION AND WORKFORCE DEVELOPMENT (80)				
80	California Community College Association for Occupational Education (CCCAOE)	45.00	45.00	0.00
80	California Internship & Work Experience Association (CIWEA)	150.00	150.00	0.00
	SUBTOTAL	195.00	195.00	0.00
SCHOOL OF MATHEMATIC, COMPUTER SCIENCE AND ENGINEERING (81)				
81	Association of Professional Modelmakers (APMM)	500.00	500.00	0.00
	SUBTOTAL	500.00	500.00	0.00
TOTAL IRVINE VALLEY COLLEGE MEMBERSHIPS		\$ 69,694.00	\$ 68,648.00	\$ (1,046.00)

* Changes from January 2013

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Saddleback College: Adopt Resolution No. 13-28: Declaring an Emergency Situation as a Result of a Fire in the BGS Building and Approving the Award of Contract(s) for Emergency Repairs

ACTION: Approval

BACKGROUND

On July 8, 2013, the BGS building at Saddleback College sustained fire damage. According to Public Contract Code section 20654, in an emergency when repairs are necessary to any facility of the college to permit the continuance of existing college classes or to avoid danger to life or property, the board may, by unanimous vote, with the approval of the county superintendent of schools, enter into a contract for these repairs without advertising for or inviting bids. The damage to the BGS building presents a safety hazard and is interfering with the continuance of existing classes at Saddleback College.

STATUS

Classes have been relocated to alternate facilities. The insurance adjusters have reviewed the damage, confirmed a need to replace building components and have provided approval to move forward. An assessment is underway to determine scope of work and costs which will result in the selection of a contractor(s) for repair.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees unanimously adopt Resolution No. 13-28, (EXHIBIT A), declaring that an emergency situation exists as a result of a fire at the Saddleback College BGS Building and approving the award of contract(s) for emergency repairs.

Resolution No. 13-28
RESOLUTION OF THE BOARD OF TRUSTEES OF THE
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
DECLARING AN EMERGENCY SITUATION
AT SADDLEBACK COLLEGE DUE TO A FIRE IN BGS BUILDING

JULY 22, 2013

WHEREAS, on July 8, 2013, the South Orange County Community College District's BGS Building at Saddleback College sustained extensive damage due to a fire; and

WHEREAS, emergency repairs of the Saddleback College BGS Building are necessary; and

WHEREAS, Saddleback College and the District have worked with the insurance adjusters who have examined the damage and have provided approval to move forward with needed repairs; and

WHEREAS, Saddleback College and the District must act quickly to correct safety hazards and the resulting interference of class scheduling; and

WHEREAS, pursuant to Public Contract Code Section 20654 it is necessary that the Board of Trustees unanimously approve emergency repairs to the BGS Building; and

WHEREAS, staff is directed to obtain approval of the Orange County Superintendent of Schools;

NOW THEREFORE, the Board of Trustees of the South Orange County Community College District finds, declares, resolves and orders the following: (1) an emergency situation exists at the Saddleback College BGS Building due to a fire; (2) approves the award of emergency contract(s) to begin immediate repair of all fire and water damage to the BGS Building; and (3) authorized the Chancellor or his designee to act on behalf of the Board of Trustees to effectuate this Resolution.

Adopted by the Board of Trustees of the South Orange County Community College District, Orange County, State of California, this 22nd day of July, 2013.

President

Member

Vice President

Member

Clerk

Member

Member

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Gifts to the District and Foundations
ACTION: Approval

BACKGROUND

Pursuant to the California Education Code Section 72241 and Board Policy 3300, the Board of Trustees “receives and administers gifts to the District.” The division/school or office within the college receiving the donated item reviews all gifts.

STATUS

The gifts listed on EXHIBIT A have been reviewed by the appropriate district and college officials and have been determined to be of benefit to the receiving location.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees accept the donation(s) to the District and/or the Foundations listed on EXHIBIT A and further direct that its appreciation be appropriately conveyed to the donor(s).

DONATIONS
July 22, 2013**SADDLEBACK COLLEGE**

Gift	Donated By:
7 Hardback and 21 Paperback Books	Eric Patton 23721 San Esteban Mission Viejo, California 92691
686 Hardback and 333 Paperback Books	Mrs. Emily Hackler 1721 Kings Road Newport Beach, California 92663
17 Hardback and 33 Paperback Books	Marjorie Ahearn 425 Clocktower Drive Mail Code 4701 Southern Illinois, University Carbondale, Illinois 62901
2012 Kia Rio Vehicle	Kia Motors America 111 Peters Canyon Road Irvine, California 92606
2011 Kia Optima Hybrid Vehicle	Kia Motors America 111 Peters Canyon Road Irvine, California 92606
2011 Kia Sorrento Vehicle	Kia Motors America 111 Peters Canyon Road Irvine, California 92606

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Purchase Orders/Confirming Requisitions
ACTION: Approval

BACKGROUND

In accordance with the provisions of Article 4 of Chapter 8 of the California Education Code, commencing with Sections 85230, purchase orders/confirming requisitions, and purchase change listings are submitted for approval of the Board of Trustees.

STATUS

Purchase orders processed in accordance with the general priorities of the adopted budget and numbered P13-04357 through P13-04487 amounting to \$806,944.33 and P14-00103 through P14-00519 amounting to \$32,335,439.23 are submitted to the Board of Trustees for approval. Confirming requisitions dated May 29, 2013 through July 1, 2013 totaling \$5,200,572.64 are also submitted.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the purchase orders/confirming requisitions listed in EXHIBIT A.

Includes P13-04357 - P13-04487

PO Number	Vendor Name	Loc	Description	Account Amount
P13-04357	SADDLEBACK BOOKSTORE - #296 FO LLETT HIGHER EDUCATION GROUP		Faculty Commencement Garb Order 2013	2,000.00
P13-04358	SADDLEBACK BOOKSTORE - #296 FO LLETT HIGHER EDUCATION GROUP		Commencement rental bot cap/gown order	500.00
P13-04359	CARIE CRUZ		FKCE Wkshp Monitor	665.00
P13-04360	JAMES L. CONSULTING		CONSULTING FOR BUSINESS FACULTY DEVELOPMENT EVENT	1,624.00
P13-04361	SEHI PROCOMP COMPUTER PRODUCTS		Imaging Units for Xerox Phaser 7750/HR	752.74
P13-04362	WELLS FARGO #3317		Lync Camera for Fiscal Services	86.39
P13-04363	ERIN KIM		FKCE Wkshp Monitor	35.00
P13-04364	JODY WALLACE		FKCE Wkshp Monitor	210.00
P13-04365	MARIA RENTERIA		FKCE Wkshp Monitor	35.00
P13-04366	MARIA E. HUTCHINSON CERVANTES		FKCE Wkshp Trainer	480.00
P13-04367	FARNOOSH SORAYA		FKCE Wkshp Trainer	480.00
P13-04368	ROSALBA CERVANTES		FKCE Wkshp Trainer	630.00
P13-04369	ARACELI TRUJILLO		FKCE Wkshp Panelist	50.00
P13-04370	GABRIELA HERNANDEZ		FKCE WKshp Panelist	50.00
P13-04372	JENNIFER SNIDER		FKCE Wkshp Monitor	35.00
P13-04373	SALLIE MILLER		FKCE Wkshp Trainer	630.00
P13-04374	MICHELE DUGAN		FKCE Wkshp Trainer	180.00
P13-04375	G & G ENGINEERING, INC.		Boundary retracement at Avery	2,450.00
P13-04376	SHOR INTERNATIONAL CORP.		Bridges2Engineering supplies/casting/sprue Software/services	573.72
P13-04377	END2END, INC.		Software/services	20,760.00
P13-04378	JON LUNDGREN		Contracted Musician	250.00
P13-04379	WAXIE SANITARY SUPPLY	SC WAREHOUSE	Replenish stores supplies	223.56
P13-04380	MALAIKA CLELLAND		FKCE Wkshp Trainer	180.00
P13-04381	J. M. McCONKEY CO.		Supplies	1,239.93
P13-04382	WELLS FARGO #3317 (DISTRICT)		Easels for DWPC retreat	151.16
P13-04383	ARS ENTERPRISES		RUSH parts for Autoclave repair	2,677.66
P13-04384	ARS ENTERPRISES		RUSH AUTOCLAVE PARTS FOR PM	356.38
P13-04385	CITY OF TUSTIN ATTN: CITY MAN AGER'S OFFICE		Environmental Insurance Credit	67,771.00
P13-04386	ORIENTAL TRADING COMPANY, INC.		supplies for Readiness events/SC HS	171.31
P13-04387	DAYLE McINTOSH CENTER FOR THE DISABLED		Interpreter for summer SL 1 course	263.50
P13-04388	ALVAREZ & MARSAL REAL ESTATE A DVISORY SVCS, LLC		ATEP Project	30,000.00
P13-04389	FHEG IVC BOOKSTORE STORE 895 M A 500		Commencement 2013 Regalia	58.75
P13-04390	DIEMMY TRAN		FKCE Wkshp Trainer	720.00
P13-04391	JULIE GENTILE		FKCE Wkshp Trainer	240.00
P13-04393	DAVID PUF AHL dba NEW VISION CO NSTRUCTION		Redesign of TC & SP area	12,696.35
P13-04394	SOUTHWEST OFFSET PRINTING CO.		SC student handbook 2013-14	14,838.64

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 1 of 4

Includes P13-04357 - P13-04487

PO Number	Vendor Name	Loc	Description	Account Amount
P13-04395	LISA WORKMAN		FKCE Wkshp Panelist	50.00
P13-04396	GUISELLE SCOTT		FKCE wkshp co-trainer	245.00
P13-04397	BLACK BOX CORPORATION		Cabinet- all radios	2,992.69
P13-04398	ORANGE COUNTY REGISTER		Bid Ad 5/21&28/13 304D DSA Insp.	950.00
P13-04399	PARKWAY LAWNMOWER SHOP		Pole Hedge Trimmer & Saw/Equipment Failure	751.55
P13-04400	ALLIED REFRIGERATION, INC.		Rebuild ignitions for boilers	896.67
P13-04401	SO. COAST FIRE PROTECTION		Test backflow prevention on ATEP site	150.00
P13-04402	ORANGE COUNTY REGISTER		Advertising	420.00
P13-04403	SEHI PROCOMP COMPUTER PRODUCTS		New computer monitor	185.50
P13-04404	CLARK SECURITY PRODUCTS		Keypad	928.66
P13-04405	ANGELA SANTOS		FKCE Wkshp Trainer	180.00
P13-04406	DICK'S SPORTING GOODS		Supplies for geology	950.00
P13-04407	DAVID MILLER		FKCE wkshp panelist	50.00
P13-04408	CORD COMMUNICATIONS		Reference books for CTE	523.13
P13-04409	TRICIA TINER		FKCE wkshp trainer	480.00
P13-04410	CAPISTRANO SEWING MACHINE CO		Annual sewing machine maintenance	764.92
P13-04411	ERIN KIM		FKCE wkshp trainer	35.00
P13-04412	CARAVAN CANOPY INT'L, INC.		Canapy for business science E&WD division	945.84
P13-04413	LAB RESEARCH PRODUCTS		Emergency Biology Refrigerator Purchase*see notes*	3,996.66
P13-04414	CARAVAN CANOPY INT'L, INC.	Bldg W/Com Arts	EZ for Outreach EEvents	1,334.74
P13-04415	SCOTT JOHNSON		Lucky Stiff production	1,000.00
P13-04416	HAM RADIO OUTLET		Scanner	500.00
P13-04417	EPLUS		Mandatory hardware - clets	4,056.43
P13-04418	FACILITY SERVICES PARTNERS		Maintenance of cogeneration at CP	15,342.85
P13-04419	CRI ELECTRIC, INC		SC LRC Comm Arts Reno/Track Lighting	7,150.00
P13-04420	ARLENE ERICKSON		FKCE wkshp trainer	240.00
P13-04421	EMMA PEREZ		FKCE Translator	360.00
P13-04422	3D RAPID PROTOTYPING INC.		B2E Summer Engineering workshop supplies	1,608.01
P13-04423	SEHI PROCOMP COMPUTER PRODUCTS		Printer/scan/fax/copier to replace broken machine	663.12
P13-04424	THOMSON REUTERS - WEST		Reference Book for the CTE programs	72.36
P13-04425	WELLS FARGO #3317		SM tablet/gps	611.97
P13-04426	HAITBRINK ASPHALT PAVING, INC.		Remove and haul aquarium	1,250.00
P13-04427	CORAL FELICIANO MORA		FKCE wksp coordinator	560.00
P13-04428	MAIN GRAPHICS		IVC business cards	113.40
P13-04429	CROWN FENCE		Repair fence at the football field	750.00
P13-04430	ARAMARK UNIFORM SERVICES		Maintenance shirts	8,200.00
P13-04431	A QUARTER BLUE		FKCE wkshp consultant	560.00
P13-04432	PENHALL RENTALS		Service on the rental lift tires	124.97
P13-04433	JENNIFER SNIDER		FKCE wkshp panelist	50.00
P13-04434	INTERSTATE ELECTRIC		Graphic supplies SC / laminating pouch	806.22
P13-04435	RUSS BASSETT CORPORATION		Command center module for campus police	23,547.94
P13-04436	JOANNA HUSSY		FKCE wkshp trainer	60.00

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Includes P13-04357 - P13-04487

PO Number	Vendor Name	Loc	Description	Account Amount
P13-04437	JANELLE JAMES OLSON		FKCE wkshp trainer	180.00
P13-04438	MAIN GRAPHICS		Business card order / emeritus	34.56
P13-04439	MARIYA TOLMACHEVA		Perkins 12/13: graphic art for 22 CTE programs	972.00
P13-04440	TUSTIN UNIFIED SCHOOL DISTRICT		Senior day transportation	573.78
P13-04441	GARY L. VOGT AND ASSOCIATES		Appraisal services for ATEP site	4,500.00
P13-04442	BOUNDLESS NETWORK		Outreach highlighters	2,062.80
P13-04443	R & R INDUSTRIES, INC.	Bldg W/Com Arts	Items for outreach events for C/TV/R	1,000.81
P13-04444	NEWPORT-MESA UNIF. SCHOOL DIST		Senior day transportation	284.25
P13-04445	USI		Graphics supplies / pouc film SC	140.96
P13-04446	NASCO WEST INDUSTRIES, INC.		Used in culinary art lab	515.99
P13-04447	W. W. GRAINGER		Faucet to use with stockpot burner	401.44
P13-04448	OC SHERIFF'S DEPARTMENT COMMUNICATIONS & TECH. DIV.		Installation-programming, cost sharing	58,942.88
P13-04449	CDW-G COMPUTER CENTERS		Backup power for dispatch console	1,212.84
P13-04450	COMPUTERLAND OF SILICON VALLE Y		Acrobat Pro License	69.00
P13-04451	COMPUTERLAND OF SILICON VALLE Y		Software license for acrobat pro v11	138.00
P13-04452	CAL UNITED CONSTRUCTION GROUP		Settlement agreement & release bid 2006 Saddleback College CC Bldg.	21,402.00
P13-04453	GOODWILL INDUSTRIES OF ORANG E COUNTY		Interpreter services for commencement	130.00
P13-04454	ORANGE COUNTY REGISTER		Bid Ad 2010 SC Sciences 6.10 & 6.17.13	1,026.00
P13-04455	UNITED SITE SERVICES OF CALIFO RNIA, INC.		Rental of portable potties	960.90
P13-04456	ALTERNATIVE DELIVERY SOLUTIONS		Professional services for design-build	130,240.00
P13-04457	EXTENSIS CORPORATION		required font software upgrade	215.78
P13-04458	BOUNDLESS NETWORK		Purchase of folders SC/Bus Sci.	628.60
P13-04459	PARADIGM, INC.		Printing - misc. diplomas & certificates	49.28
P13-04460	LIFETIME MEMORY PRODUCTS, INC.		K Mahotka Patterson/summer 2013/RUSH material fees	253.82
P13-04461	DICK BLICK COMPANY		J Alvarez / fee based supplies / Emeritus	231.91
P13-04462	NORMAN A TRAUB NORMAN A. TRAUB ASSOCIATES		Investigative services	10,000.00
P13-04463	SPORTS FIELD INSTALLATION		Re-sod football field	66,233.00
P13-04464	KNORR SYSTEMS, INC.		Pool chemicals	14,066.60
P13-04465	WESTERN GRAPHICS PLUS, INC.		Flash Drives w/Financial Aid Orientation	9,147.00
P13-04466	MC KESSON GENERAL MEDICAL CORP		Medical supplies	286.18
P13-04467	DIV. OF THE STATE ARCHITECT ST ATE OF CALIFORNIA		DSA SSC/ACS Fees 30-C4/50609 SC CCD	8,454.68
P13-04468	FERNANDA P. MORTON		FKCE wkshp trainer	120.00
P13-04469	PSYCHOLOGICAL CONSULTING ASSOC IATES, INC.		Police officer pre-employment evaluation	350.00
P13-04470	ROOF CONSTRUCTION		Repair roofing at CDC	41,347.00
P13-04471	ENVIRON		ATEP Project	60,000.00
P13-04472	CPP, INC. DAVIES BLACK PUBLISH ING		MBTI & strong assessments	14,990.00

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Includes P13-04357 - P13-04487

PO Number	Vendor Name	Loc	Description	Account Amount
P13-04473	MISSION PRINTING COMPANY		2013-2014 advisement sheets	3,466.00
P13-04474	QUEZADA PRO LANDSCAPE, INC.		Tree services at Lot #5, slope, TAS and golf range	4,990.00
P13-04475	QUEZADA PRO LANDSCAPE, INC.		Tree service at BGS	1,720.00
P13-04476	QUEZADA PRO LANDSCAPE, INC.		Tree services	1,900.00
P13-04477	DAVID J. KERN LAND PLANNING LANDSCAPE ARCHITECTURE		Landscaping architecture services	10,000.00
P13-04478	DIANE LEWIS		Costume supplies for SCLO	1,500.00
P13-04480	BOUNDLESS NETWORK		CWE Banners Quad events SC	2,638.00
P13-04482	PHOTOMATION PHOTO LAB		Photography charges for the Wall publication	253.80
P13-04483	JOSEPH V. MULROY		Accompanist for Fiddler on the Roof rehearsal	80.00
P13-04484	PARADIGM, INC.		Printing Fall 2012 Diplomas/Certificates	2,159.98
P13-04485	DAVID PUFAHL dba NEW VISION CONSTRUCTION		Repair existing drain clog at Fine Arts building	11,833.24
P13-04486	EMCOR/Mesa Energy Systems		Emergency removal/replacement air handler	6,315.00
P13-04487	ATKINSON, ANDELSON, LOYA, RUUD & ROMO		Legal professional services	60,403.53
Total Number of POs			127	Total
				<u>806,944.33</u>

Fund Summary

Fund	Description	PO Count	Amount
01	General Fund	111	413,096.98
40	Capital Outlay Fund	16	393,847.35
		Total	<u>806,944.33</u>

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Includes P14-00103 - P14-00519

PO Number	Vendor Name	Loc	Description	Account Amount
P14-00103	HOME DEPOT EAST IRVINE STORE # 8525	.	Department Supplies	1,000.00
P14-00104	ALBERTSONS PURCHASE ADVANTAGE CARD	.	Food and Supplies for CDC	700.00
P14-00105	DAIRY DEPOT	.	Dairy Products for IVC CDC	2,305.00
P14-00106	VERIZON WIRELESS GOVERNMENT AC COUNTS	.	Cellular Phone Service	2,200.00
P14-00107	ALLSTEEL, INC. C/O QUALITY OFF ICE FURNISHINGS	.	Furniture for Custodial office space. CMAS priced	11,821.66
P14-00108	THE DATA WAREHOUSING INSTITUTE ATTN: MEMBERSHIP (TDWI)	.	Membership Renewal 5/9/13-5/8/14	1,200.00
P14-00110	IACLEA	.	IACLEA-Membership for Chief Glen	225.00
P14-00111	PING CO.	.	M/W Golf Team Bags Fall 2013 Spring 2014	1,872.80
P14-00112	STANCIL CORPORATION	.	Voice Logging Recorder Maintenance Coverage	1,958.00
P14-00113	AT&T MOBILITY GOVERNMENT SALES	.	Annual: Telephone Service	26,000.00
P14-00114	BIOMETRICS4ALL	.	Live Scan Maint	960.00
P14-00115	PITNEY BOWES PRESORT SERVICES	.	Bulk Mail Postage Costs	15,000.00
P14-00116	FACILITY SERVICES PARTNERS	.	Maintenance of cogeneration at CP	14,196.00
P14-00117	SAMUEL FRENCH MUSICAL DEPARTME NT	.	License for Dead Man's Cell Phone	1,125.00
P14-00118	MUSIC THEATRE INTERNATIONAL	.	License for "Next to Normal"	2,668.00
P14-00119	CLARUS CORPORATION	.	Software licensing expense	8,000.00
P14-00120	EMCOR/Mesa Energy Systems	.	Boiler replacement in PH 2	74,349.00
P14-00121	OFFICE MAX A BOISE COMPANY	.	Office supplies	320,000.00
P14-00122	OFFICE MAX A BOISE COMPANY	.	Office supplies	9,362.00
P14-00123	COUNTY OF ORANGE AUDITOR-CONTR OLLER	.	Range fees	2,500.00
P14-00124	KRISTEN BUSH	.	Consulting services: web development & maint.	24,000.00
P14-00125	ORANGE COUNTY BUSINESS COUNCIL	.	Membership renewal	5,000.00
P14-00126	SAMUEL FRENCH MUSICAL DEPARTME NT	.	License for Best Little Whorehouse in Texas	7,005.00
P14-00127	MAPPING YOUR FUTURE, INC.	.	Mapping Your Future renewal	1,800.00
P14-00128	UC REGENTS UCSD	.	Aquarium tour fees	300.00
P14-00129	DANA WHARF SPORTFISHING	.	Charter of "Sum Fun" for summer MS20 class	1,200.00
P14-00130	LOS ANGELES LOCKBOX #511649 US BANK INST.	.	Supplementary retirement plan	1,082,543.86
P14-00131	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE, CASHIERING	.	Live Scan DOJ Fees	21,200.00
P14-00132	ALLIEDBARTON SECURITY SERVICES	.	Contract security at ATEP	30,000.00
P14-00133	VENTEK INTERNATIONAL	.	VENTEK Services	3,410.00
P14-00134	MINDJET CORP.	.	Mindjet Subscription Renewal	47.40

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Includes P14-00103 - P14-00519

PO Number	Vendor Name	Loc	Description	Account Amount
P14-00135	SUSAN M. COLEMAN DBA EDUCATION 4 WORK	.	Blanket PO for Grant related SVCS	40,000.00
P14-00136	SUSAN M. COLEMAN DBA EDUCATION 4 WORK	.	Blanket PO for Grant related SVCS	20,000.00
P14-00137	RJ COACHING AND CONSULTING RIT A M. JONES	.	Blanket PO for Grant related Contract Svcs	26,666.67
P14-00138	RJ COACHING AND CONSULTING RIT A M. JONES	.	Blanket PO for Grant related Contract Svcs	13,333.33
P14-00139	SHEILA DUFRESNE	.	Research/Edit/Develop Career Cafe	13,000.00
P14-00140	SHEILA DUFRESNE	.	Research/Edit/Develop Career Cafe	7,000.00
P14-00141	JACKSTIN JACKSON KELLY	.	Website templates/pages, revise and update	50,000.00
P14-00142	THE LAURIA COMPANIES, INC. GRA PHIC EDGE	.	Advise/Design/Revise Graphics for Cafe	50,000.00
P14-00143	CHRISTINE PITCHESS dba MAKING CONNECTIONS	.	Revisions/Updates to Career Cafe	50,000.00
P14-00144	KE DESIGNS	.	Consultant for CA Career Cafe	20,000.00
P14-00145	KE DESIGNS	.	Consultant for CA Career Cafe	10,000.00
P14-00146	MICHAEL E. WILSON	.	Construction management services	150,000.00
P14-00147	CR&R	.	Trash collection services	32,100.00
P14-00148	CR&R	.	Roll-away bin services	70,000.00
P14-00149	NORTH STATE ENVIRONMENTAL	.	Removal of hazardous waste bid 297D	80,000.00
P14-00150	PENN CORPORATE RELOCATION SE RVICES, INC.	.	Moving services	15,000.00
P14-00151	QUEZADA PRO LANDSCAPE, INC.	.	Tree service campus wide	20,000.00
P14-00152	ORKIN EXTERMINATING, INC. ACUR ID	.	Annual pest control	15,408.00
P14-00153	WESTMINSTER PRESS, INC.	.	Contract Printing	12,300.00
P14-00154	SPORTSPAGE	.	Women's soccer supplies IVC / jerseys / jackets	12,122.89
P14-00155	STUDENT INSURANCE COMPANY	.	Accident / catastrophic / student insurance	82,385.00
P14-00156	YABLA, INC.	.	LoMas TV subscription (french and spanish)	598.00
P14-00157	LOGMEIN, INC.	.	LogMeIn maintenance renewal	4,995.00
P14-00158	VALPAR INTERNATIONAL CORP.	.	Sigi July 1 2013 -14 renewal charges	895.00
P14-00159	SHRED-IT	.	Document destruction service	680.00
P14-00160	GOENGINEER, INC.	.	Maintenance renewal for SolidWorks	3,371.63
P14-00161	COMPUTERLAND OF SILICON VALLE Y	.	Avid Media Composer renewal	4,950.00
P14-00162	AK ELECTRICAL SERVICES	.	Install new electrical service / life fitness	4,460.00
P14-00163	CDW-G COMPUTER CENTERS	.	Symantec endpoint protection license	27,612.00
P14-00164	UNITED SITE SERVICES OF CALIFO RNIA, INC.	.	Portable rentals at baseball field	3,700.00
P14-00165	USITT	.	2013-2014 membership dues	270.00
P14-00166	AIR CONTROL SYSTEMS	.	Replace chilled water pump #2 in PH 3	8,300.00
P14-00167	FOUNDATION FOR CA. COMM. COLL ATTN: TRACIE CALLAHAN/FUSION	.	Fusion annual license fee	16,768.70
P14-00168	WESTMINSTER PRESS, INC.	.	Printing of Emeritus schedule of classes	5,383.80
P14-00169	BLACKBAUD, INC.	.	Spark for Hosted Nonprofit Orgs	4,000.00

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Includes P14-00103 - P14-00519

PO Number	Vendor Name	Loc	Description	Account Amount
P14-00170	ORKIN EXTERMINATING, INC. ACUR ID		Annual bi-weekly gopher services c/y	10,500.00
P14-00171	WELLS FARGO #1598		Developer license renewals - Apple	198.00
P14-00172	UNITED SITE SERVICES OF CALIFORNIA, INC.		Portable rentals at horticulture	1,900.00
P14-00173	DIANE LEWIS		Costume supplies for SCLO	1,425.00
P14-00174	FULLERTON CIVIC LIGHT OPERA CO		Costume rentals for "Fiddler on the Roof"	300.00
P14-00175	THEATRE COMPANY		Costume Rentals for Fiddler on the Roof	500.00
P14-00176	DRAMATISTS PLAY SERVICE, INC.		License for "All In The Timing"	600.00
P14-00177	DRAMATISTS PLAY SERVICE, INC.		License for "Five Women Wearing Same Dress"	675.00
P14-00178	TAMS-WITMARK MUSIC LIBRARY		Royalties and rentals for "Hello Dolly"	9,935.60
P14-00179	HOME DEPOT MISSION VIEJO STORE #614		Blanket Home Depot	800.00
P14-00180	ONE STOP PARTS SOURCE		Blanket One Stop	300.00
P14-00181	ZOHO CORP.		NetFlow Analyzer license renewal	524.00
P14-00182	DS WATERS OF AMERICA, INC.		2013-2014 bottled water service	20,000.00
P14-00183	AACRAO MEMBERSHIP		AACRAO membership 2013-14	1,236.00
P14-00184	A&M CHURCH & SCHOOL FURNITURE		Chairs for theatre arts events	2,885.48
P14-00185	AMS WEATHER STUDIES		Weather study license plus 2 instructor manuals	175.82
P14-00186	COMPUTERLAND OF SILICON VALLEY		CIM software	315.01
P14-00187	STUDENT INSURANCE COMPANY		Accident/catastrophic/student athlete	145,178.00
P14-00188	POSTMASTER		Postage	21,720.00
P14-00189	NAT'L ASSOC. OF BROADCASTERS		National Assn Broadcasters membership	360.00
P14-00190	ORANGE COUNTY SCHOOL BOARDS ASSOCIATION		Membership renewal	125.00
P14-00191	LEE ARMSTRONG CO., INC.		Replace flooring in SM-363	895.00
P14-00192	MARY ZIMMERMAN C/O BRET ADAMS, LTD		License for Metamorphoses	1,200.00
P14-00193	WESTWIND SAILING, LLC		Maintenance activities for capri sailboats	1,000.00
P14-00194	CDW-G COMPUTER CENTERS		Blackberry server maintenance & support	422.82
P14-00195	EASTBAY TEAM SPORTS		Men's basketball supplies	8,731.96
P14-00196	ALLSTEEL, INC. C/O QUALITY OFF ICE FURNISHINGS		Furniture for veterans office	1,421.83
P14-00197	THE HILLS HOTEL		Facility rental-contracts	3,240.00
P14-00198	CDW-G COMPUTER CENTERS		Managed PKI for SSL - Verisign renewal	5,202.00
P14-00199	BSN SPORTS		Baseball supplies / wheeled bags	154.20
P14-00200	KEENAN & ASSOCIATES		Keenan w/c run off claim admin	3,500.00
P14-00201	U.S. GREEN BUILDING COUNCIL		College membership	300.00
P14-00202	SPRINGSHARE, LLC		LibCal and LibAnswers subscription renewal	1,498.00
P14-00203	STUDICA, INC.		Autodesk Master Suite subscription renewal	3,945.00
P14-00204	BESAFE TECHNOLOGIES, INC.		Building subscription	8,857.80
P14-00205	BAD TO THE BONE BBQ		Financial Aid staff training event	753.30
P14-00206	AMY SUPINGER dba SUPINGER STRATEGIES		Professional services	23,400.00

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Includes P14-00103 - P14-00519

PO Number	Vendor Name	Loc	Description	Account Amount
P14-00207	REAL VOLLEYBALL		Women's volleyball supplies	1,523.88
P14-00208	BSN SPORTS		Towels for athletic training room	779.70
P14-00209	QUICK CAPTION		Contract services for Quick Caption	5,000.00
P14-00210	DICK BLICK COMPANY		Emeritus/gessoboro/oils/liquin 75ml	411.25
P14-00211	WELLS FARGO #3317 (DISTRICT)		Lynda.com annual software license	500.00
P14-00212	DICK BLICK COMPANY		Emeritus/pencils/erasers	157.68
P14-00213	NEW ALTERNATIVES, INC.		FKCE wkshp trainers	600.00
P14-00214	PARKER & COVERT LLP		Professional services	5,000.00
P14-00215	SHRED-IT CAMPO ENTERPRISES, IN C.		Shredding services for A&R	2,000.00
P14-00216	XEROX CORPORATION		Lease.maintenance for X700 XV printer	60,574.91
P14-00217	DANIEL SMITH, INC.		Emeritus graphite/paper/sketch pad/palettes	219.13
P14-00218	AMEC GEOMATRIX, INC.		Greenhouse gas emission data report	950.00
P14-00219	PROSERV PLUMBING & DRAIN		Annual backflow valve testing and repairs	2,000.00
P14-00220	PYRO-COMM SYSTEMS		Campus fire alarm monitoring service	960.00
P14-00221	ROTO-ROOTER SERVICE & PLUMBING COMPANY		Annual storm drain cleaning	4,500.00
P14-00222	VFS FIRE & SECURITY SERVICES		Inspect, test & maint of fire sprinkler system	4,500.00
P14-00223	TOTAL AIR ANALYSIS INC.		Engine testing at Central Plant	4,000.00
P14-00224	TOTAL AIR ANALYSIS INC.		Boiler testing at Central Plant	4,000.00
P14-00225	SUPPORT PRODUCT SERVICES		Annual emission test & inspection for AQMD	2,200.00
P14-00226	SUPPORT PRODUCT SERVICES		Emission certification & repairs	2,200.00
P14-00227	REGENTS OF UNIV.OF CALIFORNIA ATTN: DONNA M. AMES		Renew MDTP license	800.00
P14-00228	XEROX CORPORATION		XEROX-Maintenance Agreement	1,002.24
P14-00229	SOUTHERN CALIFORNIA EDISON CO.		License Agrmt w/ SC Edison	1,000.00
P14-00230	VILLA FORD		SC MO vehicles/vans	52,153.74
P14-00231	LEXIPOL LLC		POLICY MANUAL UPDATE SUBSCRIPTION	2,450.00
P14-00232	TELERIK INC. BOSTON OFFICE		RadControls Developer software renewal	898.20
P14-00233	ORANGE EMPIRE CONFERENCE JOHN KEEVER, COMMISSIONER		Orange Empire conference membership	5,000.00
P14-00234	HITT MARKING DEVICES, INC.		Self inking stamp	40.78
P14-00235	ABC SCHOOL EQUIPMENT, INC.		Whiteboards for classrooms	1,075.88
P14-00236	PHOENIX BUSINESS MACHINES, INC		RICOH: maint renewal IT copier - Aficio 3235C	1,990.00
P14-00237	DHARMA TRADING CO.		Emeritus silk dyes/based resist/fan	223.82
P14-00238	QUALTRICS, LLC		Annual Survey software license	3,000.00
P14-00239	HAITBRINK ASPHALT PAVING, INC.		Replace asphalt with concrete at Groundsyard	4,750.00
P14-00240	EDUCAUSE		Districtwide Educause Annual Membership	3,290.00
P14-00241	SIRSI CORPORATION		Annual Library Software Maintenance Renewal	67,000.97
P14-00242	XAP CORPORATION ATTN: ALLY GIG GANS		CCCApply & Bog Fee Waiver Renewal for Colleges	18,500.00

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Includes P14-00103 - P14-00519

PO Number	Vendor Name	Loc	Description	Account Amount
P14-00243	PERCEPTIVE SOFTWARE, USA		Perceptive License/Maintenance	51,200.00
	INC. ATTN: STEPHANIE JONES		Renewal	
P14-00244	FITNESS WHOLESALE, INC.		Fitness bands IVC	222.04
P14-00245	MARKET-BASED SOLUTIONS		emission credits	17,011.20
P14-00246	PRESIDIO NETWORKED SOLUTIONS		Telecom SmartNet Annual Maintenance	189,218.08
			Renewal	
P14-00247	EMSI ECON. MODELING SPECIALIST S INC		Annual District-wide EMSI License	20,000.00
P14-00248	WBCA MEMBERSHIP DEPT.		WBCA Membership/IVC W. Basketball	130.00
P14-00249	ACTT		CELSA Site License for ESL Local Scoring	195.00
P14-00250	CODESP (Cooperative Org. for t he Development of		2013-2014 CODESP Membership	1,850.00
	ECONOMIC ALTERNATIVES, INC.			
P14-00251			Chiller supplies	6,200.00
P14-00252	XEROX CORPORATION		2013-2014 Maintenance for Couns Svcs Copier	2,007.60
P14-00253	LASER SOURCE		Toner cartridges IVC Bus Sci.	282.53
P14-00254	P & R PAPER SUPPLY COMPANY		laundry detergent	449.34
P14-00255	APPLE COMPUTER, INC. ATTN: HiE d SALES SUPPORT		iPad for Chancellor's Office staff	698.76
P14-00256	PHOENIX GROUP INFORMATION SYS.		Citation processing fees	15,000.00
P14-00257	DS WATERS OF AMERICA, INC.		Annual water service	13,029.00
P14-00258	CHARLENE REED		Manage social media/applicaiton for Career Cafe	20,000.00
P14-00259	CHARLENE REED		Manage social media/applicaiton for Career Cafe	10,000.00
P14-00260	SHERATON GRAND SACRAMENTO		Student Success workshop - Nov. 4	12,651.04
P14-00261	AlertSite		AlertSite Monitoring Services renewal	5,945.50
P14-00262	HCTD, LLC c/o HUDSON CAPITAL, LLC		ATEP development	280,000.00
P14-00263	JACKSON, DE MARCO, TIDUS, & P ECKENPAUGH		ATEP legal professional services	750,000.00
P14-00264	CITY OF TUSTIN ATTN: CITY MANAGER'S OFFICE		MCAS Tustin sub-lease	6,600.00
P14-00265	RGP PLANNING & DEVELOPMENT SERVICES		ATEP professional services	200,000.00
P14-00266	ASSOCIATED COLLEGIATE PRESS REGISTRATION		Membership dues	149.00
P14-00267	ERIK JENSEN		1-Year contract for District website maintenance	10,000.00
P14-00268	KEENAN & ASSOCIATES		Loss control/risk mgmt. agreement	25,000.00
P14-00269	A TO Z CIRCUIT BREAKERS		Electrical supplies	1,000.00
P14-00270	AAA ACCESS SMOG		Smog testing	1,000.00
P14-00271	ADI		Electrical supplies	1,500.00
P14-00272	AIRGAS WEST		CO2 for swimming pool	3,000.00
P14-00273	AIRPORT VAN RENTAL SOLUTIONS		Van rentals	3,000.00
P14-00274	ALLIED REFRIGERATION, INC.		HVAC supplies	1,000.00
P14-00275	ARAMARK UNIFORM SERVICES		Shop rags	2,000.00

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Includes P14-00103 - P14-00519

PO Number	Vendor Name	Loc	Description	Account Amount
P14-00276	ARC AMER. REPROGRAPHICS CO.		Blueprint services	1,000.00
P14-00277	BERG WHOLESALE		Locksmith supplies	3,000.00
P14-00278	BLAIR'S TOWING		Towing expenses for vehicles	500.00
P14-00279	BUTLER CHEMICALS, INC.		SSC Cafeteria chemical program	6,500.00
P14-00280	CLARK SECURITY PRODUCTS		2012-2013 Locksmith supplies	3,000.00
P14-00281	COMPETITIVE SHEET METAL		HVAC supplies	1,000.00
P14-00282	CLUB CAR, INC.		Parts for club car	1,500.00
P14-00283	COMPUTROLS, INC.		HVAC supplies	2,000.00
P14-00284	CONSOLIDATED ELECTRICAL DIST.		Electrical supplies	3,000.00
P14-00285	DUNN-EDWARDS CORPORATION		Paint supplies	2,000.00
P14-00286	DUNN-EDWARDS CORPORATION		Athletic Field Paint	1,000.00
P14-00287	EAGLE COMMUNICATIONS		Radio Supplies	2,500.00
P14-00288	EBERHARD EQUIPMENT		Grounds/Transportation Parts	2,000.00
P14-00289	EBERHARD EQUIPMENT		Equipment rental and repairs	3,000.00
P14-00290	ENTERPRISE RENT-A-CAR		Van Rental	500.00
P14-00291	FERGUSON ENTERPRISES, INC.		Plumbing Supplies	1,000.00
P14-00292	FRAZEE WALLCOVERINGS		Paint & Supplies	1,000.00
P14-00293	FREEWAY AUTO SUPPLY		Transportation Supplies	4,000.00
P14-00294	W. W. GRAINGER		HVAC Supplies	4,000.00
P14-00295	HD SUPPLY WATERWORKS BRANCH #5 94		Irrigation and Grounds Supplies	1,000.00
P14-00296	HILLYARD FLOOR CARE SUPPLY		2012-2013 Floor Polishing Equipment Repairs	500.00
P14-00297	HIRSCH PIPE & SUPPLY		Plumbing and Irrigation Supplies	3,000.00
P14-00298	HOME DEPOT		2012-2013 Maintenance Supplies	5,000.00
P14-00299	HORIZON		Grounds Supplies	3,000.00
P14-00300	ALL THE KING'S FLAGS		Flags for custodial supplies	470.62
P14-00301	EWING IRRIGATION PRODUCTS		Irrigation supplies	2,000.00
P14-00302	INDUSTRIAL METAL SUPPLY CO.		Facilities metal supplies	500.00
P14-00303	IRVINE PIPE & SUPPLY		Plumbing supplies	3,000.00
P14-00304	JOHNSTONE SUPPLY		HVAC supplies	3,000.00
P14-00305	KELE ASSOCIATES		HVAC supplies	2,000.00
P14-00306	LAGUNA MUFFLER SERVICE		Transportation supplies	500.00
P14-00307	LAWNMOWERS ETC., LLC		Grounds supplies and blad sharpening	2,000.00
P14-00308	SOUTH COAST DIST. CO.		Biology cleaning supplies	336.04
P14-00309	ORANGE CO. FARM SUPPLY		Biology moss & potting soil	409.15
P14-00310	DENOYER-GEPPERT SCIENCE CO.		Biology heart and brain study sets	1,375.80
P14-00311	VISTA PAINT		Annual painter equipment	484.92
P14-00312	TASER INTERNATIONAL, INC.		Cartridges	255.81
P14-00313	DUNN-EDWARDS CORPORATION		Annual athletic field paints	9,822.38
P14-00314	MARSAN TURF & IRRIGATION SUPP.		Annual grounds irrigation supplies	4,604.31
P14-00315	DELTA BIOLOGICALS		Cats & DNA double helix for Bio. 11 Anatomy	4,772.50
P14-00316	FISHER SCIENTIFIC		Physics supplies - cart shelves	1,365.66
P14-00317	BIOCAM COMMUNICATIONS		Posters for bio program	175.60
P14-00318	SIERRA SOIL, INC.		Annual grounds supplies	7,653.20

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Includes P14-00103 - P14-00519

PO Number	Vendor Name	Loc	Description	Account Amount
P14-00319	BISHOP COMPANY		Annual grounds supplies	2,837.12
P14-00320	KLINGER EDUCATIONAL PRODUCTS		Physics equipment - Wilberforce's pendulum	317.00
P14-00321	CYNMAR CORPORATION		Plant trays	48.66
P14-00322	DAVE SMITH ENTERPRISE dba HOSP ITAL ASSOCIATES		Bins for Biology	212.69
P14-00323	BIO CORPORATION		Mounted animal specimens	564.75
P14-00324	COMMERCIAL AQUATIC SERVICES		Strainer parts for pool supply	195.64
P14-00325	UNISOURCE WORLDWIDE		Annual grounds supplies	5,640.00
P14-00326	CLARK SECURITY PRODUCTS		Locksmith supplies	17,223.84
P14-00327	GRAINGER PARTS OPERATIONS		Stain rack supplies	259.84
P14-00328	ALLIED REFRIGERATION, INC.		Parts and Supplies	1,500.00
P14-00329	ARROWHEAD/NESTLE ATTN: TERRIS BARRON		Distilled Water for Radiators	300.00
P14-00330	AAA ELECTRIC MOTOR SALES		Parts and Supplies	1,000.00
P14-00331	CARQUEST AUTO PARTS		Auto Supplies	600.00
P14-00332	W. W. GRAINGER		Maintenance Supplies	500.00
P14-00333	CLARK SECURITY PRODUCTS		Lock/Door Supplies	500.00
P14-00334	DUNN-EDWARDS CORPORATION		Paint Supplies	1,000.00
P14-00335	EWING IRRIGATION PRODUCTS		Irrigation Supplies	2,000.00
P14-00336	INTERSTATE BATTERIES OF CALIFORNIA COAST		Battery Supplies	3,000.00
P14-00337	IRVINE PIPE & SUPPLY		Parts and Supplies	2,500.00
P14-00338	JOHNSTONE SUPPLY		Building Maintenance Parts	500.00
P14-00339	MC FADDEN-DALE INDUSTRIAL		Vehicle Parts	300.00
P14-00340	ORANGE CO. FARM SUPPLY		Grounds Supplies	1,000.00
P14-00341	PARKWAY LAWNMOWER SHOP		Parts and Supplies	3,000.00
P14-00342	SADDLEBACK GOLF CARS, INC.		Vehicle Supplies	750.00
P14-00343	TURF TIRE DISTRIBUTORS		Tires/Tire Parts	1,500.00
P14-00344	SOUTHERN COUNTIES OIL CO. DBA/ SC FUELS		Blanket Purchase Order for Diesel Fuel	4,000.00
P14-00345	SUNNY SLOPE TREES		Trees/Shrubs	1,500.00
P14-00346	VILLAGE NURSERIES LANDSCAPE CENTERS		Grounds Supplies	3,000.00
P14-00347	WALTERS WHOLESALE ELECTRIC		Electrical Supplies	2,000.00
P14-00348	SEHI PROCOMP COMPUTER PRODUCTS		SBS printer	1,461.93
P14-00349	PEOPLE ADMIN, INC.		People Admin Services/Software	65,000.00
P14-00350	LESLIE'S SWIMMING POOL SUPPLY		Pool supplies	500.00
P14-00351	McMASTER CARR SUPPLY COMPANY		HVAC supplies	1,500.00
P14-00352	XEROX CORPORATION ATTN: ARDIE HOOD		Xerox machine maintenance	2,300.00
P14-00353	CDW-G COMPUTER CENTERS		VMWare maintenance renewal	23,822.00
P14-00354	WAXIE SANITARY SUPPLY		Custodial supplies	2,000.00
P14-00355	YALE CHASE MATERIALS HANDLING		Vehicle supplies	2,000.00

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Includes P14-00103 - P14-00519

PO Number	Vendor Name	Loc	Description	Account Amount
P14-00356	INDUSTRIAL METAL SUPPLY CO.	.	Instructional supplies for technical projects	200.00
P14-00357	FRY'S ELECTRONICS	.	Instructional supplies for technical projects	200.00
P14-00358	HOME DEPOT MISSION VIEJO STORE #614	.	Instructional supplies for technical projects	200.00
P14-00359	STATE OF CALIFORNIA/PARKS AND RECREATION	.	Facility fee for volleyball class	475.00
P14-00360	ULTIMATE OFFICE	.	Desk reference organizer	174.71
P14-00361	MONTGOMERY HARDWARE	.	Locksmith supplies	3,000.00
P14-00362	PRAXAIR	.	Refill exchange gases	500.00
P14-00363	REFRIGERATION SUPPLIES DIST.	.	HVAC supplies	2,000.00
P14-00364	RUSSELL SIGLER, INC.	.	HVAC supplies	1,500.00
P14-00365	SADDLEBACK GOLF CARS, INC.	.	Golf supplies/repair	500.00
P14-00366	SNAP-ON INCORPORATED	.	Transportation shop tools	500.00
P14-00367	SO. COAST FIRE PROTECTION	.	Refill fire extinguishers	1,000.00
P14-00368	STAR MAINTENANCE SUPPLY	.	Custodial supplies	1,000.00
P14-00369	TUTTLE-CLICK FORD	.	Transportation parts	2,000.00
P14-00370	UNISOURCE WORLDWIDE	.	Custodial supplies	2,000.00
P14-00371	UNIVERSAL SPECIALTIES, INC.	.	Plumbing supplies	3,000.00
P14-00372	VILLAGE NURSERIES LANDSCAPE CENTERS	.	Ground plant supplies	2,000.00
P14-00373	VISTA PAINT	.	Paint supplies	3,000.00
P14-00374	WALTERS WHOLESALE ELECTRIC	.	Electrical supplies	2,000.00
P14-00375	WATERLINE TECHNOLOGIES POOL SUPPLY OF ORANGE COUNTY	.	Pools supplies	1,000.00
P14-00376	WAXIE SANITARY SUPPLY	.	Custodial supplies	500.00
P14-00377	WHITE CAP INDUSTRIES	.	Maintenance supplies	1,000.00
P14-00378	WORLDWIDE RECOVERY SYSTEMS, IN C.	.	Transportation service parts	1,000.00
P14-00379	SOUTHERN COUNTIES OIL CO. DBA/ SC FUELS	.	Fuel	60,000.00
P14-00380	RINO PRODUCTS	.	Custodial repairs	1,000.00
P14-00381	SKS, INC. PETROLEUM DISTRIBUTORS	.	Oil Supplies	1,000.00
P14-00382	GALL'S OF LONG BEACH	.	Uniform and Department Supplies	6,000.00
P14-00383	TRAFFIC MANAGEMENT INC.	.	Traffic and Parking Supplies Purchases	4,500.00
P14-00384	TUSTIN CHRYSLER JEEP DODGE WHOLESALERS PARTS	.	Vehicle Parts Purchases	4,999.00
P14-00385	PROFORCE MARKETING INC. PROFESSIONAL LAW ENFORCEMENT	.	Taser Supplies	1,000.00
P14-00386	DOOLEY ENTERPRISES, INC.	.	Ammunition Purchases	1,000.00
P14-00387	BILL JAY	.	Reimbursement - Internet service	1,250.00
P14-00388	DAVID B. LANG	.	Reimbursement - Internet service	725.00
P14-00389	MARCIA MILCHIKER	.	Reimbursement - Internet service	600.00
P14-00390	NANCY PADBERG	.	Reimbursement - Internet service	750.00
P14-00391	T. J. PRENDERGAST	.	Reimbursement - Internet service	800.00
P14-00392	JIM WRIGHT	.	Reimbursement - Internet service	750.00

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Includes P14-00103 - P14-00519

PO Number	Vendor Name	Loc	Description	Account Amount
P14-00393	TIMOTHY JEMAL		Reimbursement - internet service	800.00
P14-00394	S & B FOODS		Food for monthly board meetings	5,000.00
P14-00395	PHOENIX GROUP INFORMATION SYS.		citation management	30,000.00
P14-00396	GARY I. KUSUNOKI		2012-2013 Hearing examiner services	1,500.00
P14-00397	COUNTY OF ORANGE AUDITOR-CONTR OLLER		Surcharge on Parking Citations	90,000.00
P14-00398	HOME DEPOT MISSION VIEJO STORE #614		Blanket P.O. Misc. Supplies	2,000.00
P14-00399	IACLEA		IACLEA Membership	225.00
P14-00400	TOMARK SPORTS EQUIPMENT		Annual grounds supplies	456.17
P14-00401	XEROX CORPORATION		2013-2014 maintenance for EOPS copier	526.82
P14-00402	WELLS FARGO #3317 (DISTRICT)		Food dye for biology labs	22.83
P14-00403	PEAK-RYZEX, INC.		Annual maintenance -- LM 7 pressure sealer	1,700.00
P14-00404	RICOH USA, INC.		2012-2013 service for EX125 printer	17,500.00
P14-00405	TELEMANAGEMENT TECHNOLOGIES IN C.		WinCall accounting software renewal	5,372.00
P14-00406	ADVANTA ENERGY		Energy consultant services	9,600.00
P14-00407	WITT COMPANY		Maintenance for RISO printers	1,330.00
P14-00408	SMART VEND CORPORATION		Annual license maintence for Smart Vend	3,865.00
P14-00409	EDU BUSINESS SOLUTIONS		PSP software license renewal	2,428.20
P14-00410	EBERHARD EQUIPMENT		Parts and supplies	4,000.00
P14-00411	HOME DEPOT EAST IRVINE STORE # 8525		Building maintenance supplies	4,000.00
P14-00412	HOME DEPOT EAST IRVINE STORE # 8525		Grounds supplies	1,500.00
P14-00413	SEHI PROCOMP COMPUTER PRODUCTS		Imaging unit for Xerox WorkCentre	206.07
P14-00414	SHRED-IT		Shredding services	659.40
P14-00415	VENTEK INTERNATIONAL		Server hosting fee / transaction fee	6,210.00
P14-00416	BRAVO SIGN & DESIGN		College street and quad signs	4,800.00
P14-00417	CDW-G COMPUTER CENTERS		Telephone headset for Daune Main	234.07
P14-00418	NEWPORT COMPUTER SOLUTIONS,INC		IBM post-warranty hardware maintenance	38,270.76
P14-00419	DICK BLICK COMPANY		Emeritus material fees / sharp oil paint	540.00
P14-00420	SEHI PROCOMP COMPUTER PRODUCTS		Toner cartridges IVC library	224.38
P14-00421	WELLS FARGO #3317 (DISTRICT)		SC physics supplies - thread	24.99
P14-00422	PIPS C/O KEENAN & ASSOCIATES		Protected insurance program for schools 2013-2014	1,771,257.00
P14-00423	FEDERAL EXPRESS		Federal Express charges	10,000.00
P14-00424	CHRISTOPHER W. SMITH		Guest accompanist for "Fiddler on the Roof"	400.00
P14-00425	MILLENNIUM BUSINESS SERVICES M arty Cohn		Buisness cards IVC Fin Aid	248.40
P14-00426	SISC III HEALTH BENEFITS ACCOU NTS RECEIVABLE		Sisc (ppo)-benefits fy 2013-2014 fund 01	16,980,219.50
P14-00427	SISC III HEALTH BENEFITS ACCOU NTS RECEIVABLE		Blue shield (retiree) benefits fy 2013-2014	4,540,879.00
P14-00428	ACSIG/EDGE		Delta dental fy 2013-2014	1,785,262.50
P14-00429	ACSIG/EDGE		Delta dental fy 2013-2014	324,351.00

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Includes P14-00103 - P14-00519

PO Number	Vendor Name	Loc	Description	Account Amount
P14-00430	HYATT LEGAL		Hyatt legal benefits fy 2013-2014	92,545.00
P14-00431	UNITED BEHAVIORAL HEALTH U.S. BEHAVIORAL HEALTH PLAN		U.S. behavioral fy 2013-2014	39,894.75
P14-00432	PRUDENTIAL INSURANCE COMPANY O F AMERICA		Long-term disability benefits for fy 2013-2014	195,504.91
P14-00433	PRUDENTIAL INSURANCE COMPANY O F AMERICA		Life Insurance benefits fy 2013-2014	351,676.97
P14-00434	UNUM LIFE INSURANCE COMPANY		Unum long-term care fy 2013-2014	77,136.00
P14-00435	ACSIG/EDGE		Vision services fy 2013-2014	549,064.25
P14-00436	ACSIG/EDGE		Vision services fy 2013-2014	84,202.00
P14-00437	GALL'S OF LONG BEACH		Uniforms	6,000.00
P14-00438	ARROWHEAD/NESTLE ATTN: TERRIS BARRON		Rental of ROHC Water Filtration System	550.00
P14-00439	PETCO		Pet supplies for the CDC	500.00
P14-00440	SMART & FINAL IRIS CO.		Food and Supplies for the CDC	6,500.00
P14-00441	US FOODS		Food and Supplies for the CDC	9,000.00
P14-00442	DANA POINT YACHT MAINTENANCE		Maintenance Activities for Boston Whaler	600.00
P14-00443	AVENTURA SAILING ASSOC.		Sailboat Daily Use Leases for MST Classes	2,500.00
P14-00444	SOUTH COAST SAILING TEAM ATTN: JIM WEHAN		Sailboat Daily Use Leasing for MST Classes	4,500.00
P14-00445	DANA POINT FUEL DOCK		Fuel Expenses for MST Classes	1,104.25
P14-00446	PORT SUPPLY		Instructional Supplies for MST Classes	816.48
P14-00447	SAFE NAVIGATION, INC.		Instructional Supplies for MST Classes	648.00
P14-00448	HOME DEPOT MISSION VIEJO STORE #614		Materials for ES Department	500.00
P14-00449	TREE OF LIFE NURSERY		Blanket PO for Plants for ES Department	324.00
P14-00450	WARD'S NATURAL SCIENCE		Blanket PO for Inst. Supplies for ES Dept	1,188.00
P14-00451	WARD'S NATURAL SCIENCE		Blanket PO for Inst. Supplies for ES Dept.	540.00
P14-00452	VERIZON WIRELESS GOVERNMENT AC COUNTS		Verizon wireless Wi-Fi (Mi-Fi) & device testing	6,000.00
P14-00453	SHRED-IT		Shredding	300.00
P14-00454	CA DEPARTMENT OF CONSERVATION		Agency review of geology report A400	3,600.00
P14-00455	WELLS FARGO #3317 (DISTRICT)		SC physics supplies - black light bulb	38.75
P14-00456	WELLS FARGO #3317 (DISTRICT)		SC physics supplies - ice machine bearings	23.14
P14-00457	DE NAULT'S TRUE VALUE HARDWARE		Hardware, cleaning, gardening supplies	350.00
P14-00458	GREEN THUMB INTERNATIONAL		Plants, seeds, soils, gardening items	200.00
P14-00459	GREEN THUMB INTERNATIONAL		Plants, seeds, soils, student project items	200.00
P14-00460	SAFEWAY, INC. C/O PAVILIONS, S TORE #210		Instructional supplies: produce, cleaning supplies	800.00
P14-00461	SAFEWAY, INC. C/O PAVILIONS, S TORE #210		Instructional/student project supplies: groceries	400.00
P14-00462	WARD'S NATURAL SCIENCE		Live material, microscope supply, media, chemical	500.00
P14-00463	WARD'S NATURAL SCIENCE		Live material, microscope supplies, chemicals	800.00

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Includes P14-00103 - P14-00519

PO Number	Vendor Name	Loc	Description	Account Amount
P14-00464	WARD'S NATURAL SCIENCE		Live material and chemicals	200.00
P14-00465	FISHER SCIENTIFIC		Live material, microscope supply, bio/chemicals	500.00
P14-00466	CACCRAO C/O ALLISON CURTIS		CACCRAO membership 2013-14	200.00
P14-00467	THOMSON REUTERS/BARCLAYS BARCLAYS DIVISION		BarclaysOfficialCA code of regulations subscription	160.00
P14-00468	XEROX CORPORATION		Maintenance agreement for A&R copier-2013-14	600.00
P14-00469	CALIFORNIA HAZARDOUS SERVICE		Annual testing of monitor system & vapor recovery	1,500.00
P14-00470	HOIST SERVICE CO.,INC.		Transportation annual lift inspection	400.00
P14-00471	ORKIN EXTERMINATING, INC. ACUR ID		Annual monthly bee box services	7,200.00
P14-00472	SO. COAST FIRE PROTECTION		Annual fire extinguisher service and maintenance	2,250.00
P14-00473	SO. COAST FIRE PROTECTION		Annual fume hoods testing	650.00
P14-00474	JOHNSON FLOORING, INC.		Gym floor maintenance	4,900.00
P14-00475	DICK BLICK COMPANY		Paper Trimmer	65.34
P14-00476	MILLENNIUM BUSINESS SERVICES M arty Cohn		Blanket PO for Shrinkwrap & Bindery	4,000.00
P14-00477	KELLY PAPER		Open PO for all Specialty Paper	8,500.00
P14-00478	APEX AUDIO		Repair of equip - SCLO	1,200.00
P14-00479	G & K SERVICES		Laundry blanket po	4,500.00
P14-00480	FREEWAY AUTO SUPPLY		Auto supplies	300.00
P14-00481	GOODSON MANUFACTURING COMPANY		Blanket Goodson	500.00
P14-00482	W. W. GRAINGER		blanket po Grainger	500.00
P14-00483	PRAXAIR		blanket Praxair	400.00
P14-00484	ABC ICE HOUSE		General Supplies - Dry Ice	50.00
P14-00485	AIRGAS WEST		General Supplies - Compressed Gases & Liquids	500.00
P14-00486	DE NAULT'S TRUE VALUE HARDWARE		General Supplies - Rock Salt & Misc.	800.00
P14-00487	SARA LEILA SHEYBANI % MSE DIVISION OFFICE		Instructional Supplies - Reimbursements	100.00
P14-00488	ANNA BUI		Instructional Supplies - Reimbursements	100.00
P14-00489	HOME DEPOT MISSION VIEJO STORE #614	Bldg W/Com Arts	supplies	300.00
P14-00490	SAFEWAY, INC. C/O PAVILIONS, STORE #210		2013-2014 Nutritional Supplies	6,130.00
P14-00491	DAIRY DEPOT		2013-2014 Blanket PO for Nutritional Supplies	2,150.00
P14-00492	SMART & FINAL IRIS CO.		2013-2014 Nutritional Supplies for SC CDC	5,500.00
P14-00493	BCH WATERWORKS		2013-2014 Blanket PO for Fish Supplies	1,650.00
P14-00494	LOCAL JANITORIAL & VACUUM & SUPPLY CO.		Custodial equipment repairs SC MO	2,000.00
P14-00495	EASTBAY TEAM SPORTS		printing for ivc basketball	100.72
P14-00496	MUSIC THEATRE INTERNATIONAL		License for "Godspell"	1,156.00
P14-00497	RAFAEL IZHAKI MEMBERSHIP CHAIR		CSCCU membership 2013-14	250.00
P14-00498	HAWK LABELING SYSTEMS		Biology label tape	558.99

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Includes P14-00103 - P14-00519

PO Number	Vendor Name	Loc	Description	Account Amount
P14-00499	BATTERIES PLUS, #440 LAKE FORE ST STORE		Biology batteries	189.02
P14-00500	DRS. FOSTER & SMITH		Biology aquarium fluorescent tubes & filters	509.59
P14-00501	W. W. GRAINGER		Biology flourescent tubes, filters	640.84
P14-00502	SADDLEBACK MATERIALS COMPANY		Annual grounds supplies	1,242.00
P14-00503	SCHILLER AMERICA		Lab materials for bio. 12 physiology	624.80
P14-00504	UNISOURCE CORPORATION FACILITI ES SUPPLY		Biology can liners	53.15
P14-00505	CAMBRIDGE DIAGNOSTIC PRODUCTS INC		Erado-sol stain removers	616.31
P14-00506	PRESQUE ISLE CULTURES		Bacterial cultures	210.10
P14-00507	UNITED SITE SERVICES OF CALIFO RNIA, INC.		ATEP fence rental & maintenance	20,000.00
P14-00508	TNR TECHNICAL, INC.		Physics supplies - batteries	594.27
P14-00509	SHRED-IT		Document destruction service	700.00
P14-00510	VERIZON WIRELESS GOVERNMENT AC COUNTS		Cellular servie - ticket writers	1,500.00
P14-00511	KEENAN & ASSOCIATES ACCOUNTS RECEIVABLE		Keenan cyber liability	25,736.40
P14-00512	CALIFORNIA STAGE/LIGHTING, INC		Supplies for FY 13-14 academic season	1,500.00
P14-00513	CALIFORNIA STAGE/LIGHTING, INC		Rentals for FY 13-14 theatre arts season	500.00
P14-00514	XEROX CORPORATION		Maintenance agrmt-MFP856D01-contract #114017774-5.	475.08
P14-00515	XEROX CORPORATION ATTN: ARDIE HOOD		Xerox copier for business services	6,000.00
P14-00516	CAREERBUILDER, LLC		Advertising services	10,000.00
P14-00517	DIVERSIFIED BUSINESS SERVICES		T-shirts for men's basketball	376.42
P14-00518	SOCCERKRAZE		Men's soccer supplies	1,727.54
P14-00519	DELL MARKETING		Keyboard and mouse order	55.07
Total Number of POs			416	Total <u><u>32,335,439.23</u></u>

Fund Summary

Fund	Description	PO Count	Amount
01	General Fund	392	25,972,621.23
12	Child Development Fund	10	43,797.00
40	Capital Outlay Fund	10	1,366,089.00
68	Self-Insurance Fund	1	3,500.00
71	Retiree Benefit Fund	3	4,949,432.00
Total			<u><u>32,335,439.23</u></u>

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Includes 05/29/2013 - 07/01/2013

Requisition Number	Vendor Name	Description	Requisition Total
RQ13-04635	THE PATON GROUP	Techno mill upgrade for DMP - quote attached	3,305.00
RQ13-05971	SUZANNE WONG	MTNA 2013 National Conference	120.00
RQ13-06015	WELLS FARGO #1598	Repair BSTIC Computer Desks	105.72
RQ13-06312	WELLS FARGO #3317 (DISTRICT)	Vendor- Stonefire Grill	315.00
RQ13-06429	HELEN LOCKE	CCCSAA Student Leadership Conference /H. Locke	1,128.12
RQ13-06480	DERECK ZARA	Reimburse-CSU Fall Counselor Conference	78.50
RQ13-06517	NANCY H. RUCKER	Conf. reimbursement	700.00
RQ13-06520	VITAL LINK EDUCATION AND BUSINESS CONSORTIUM	Support of regional ICT Education event	300.00
RQ13-06535	WELLS FARGO #4198	Wall Mount for TV	194.37
RQ13-06578	CALIFORNIA AUTO BODY SHOP SUPPLIES	Items picked up on closed PO	39.55
RQ13-06600	S & B FOODS	Catering for 5/17/13 Scholarship Ceremony	2,629.62
RQ13-06609	KATE ALDER	Building Workforce Partnerships Conference	982.80
RQ13-06610	METZ. ROXANNE	Grants Training Workshop	2,388.00
RQ13-06637	ELIZABETH FARAG	Nursing Scholarships for testing fees	200.00
RQ13-06638	GERARD ALCAZAR	Nursing Scholarships for testing fees	200.00
RQ13-06639	TIFFANY TRAN	Conf. reimbursement.	863.71
RQ13-06640	KAREN ERICKSON	Nursing Scholarships for testing fees	200.00
RQ13-06645	BRITTANY ADAMS	Reimb: Western Assoc of Women's Historians Conf	587.00
RQ13-06646	CLARISSA FERMIN	Nursing Scholarships for testing fees	200.00
RQ13-06648	KIM LY	Nursing Scholarships for testing fees	200.00
RQ13-06658	LINUS PHILLIPS	Reimbursement for Astronomy Supplies	66.44
RQ13-06661	JOHN OZUROVICH	Conference for John Ozurovich	1,924.00
RQ13-06683	FARIDA GABDRAKHMANOVA	IES Teachers of Lighting Workshop/Conference Reimb	373.49
RQ13-06687	ANTHONY TENG	iPads for EWD Program	1,323.57
RQ13-06692	LINDA RENNE	Employee enrollment fee reimbursement	184.00
RQ13-06695	SARAH CHANG	ConfReimb-Ensuring Transfer Success	100.00
RQ13-06696	SHARON NUSSEMBAUM	ConfReimb-Ensuring Transfer Success	100.00
RQ13-06698	WELLS FARGO #1606	Organ bench cover	423.80
RQ13-06700	MORGAN BARROWS	ConfReimb-OC Water Summit	144.38
RQ13-06701	JOHN RICHARDS	ConfReimb-OC Water Summit	115.00
RQ13-06702	CONNIE KIHYET	ConfReimb-Arts in the Spanish Renaissance	1,000.00
RQ13-06703	GEORGINA GUY	ConfReimb-RevolutionizingDiagnoses&Treatment Wrkshop	607.98
RQ13-06704	KARA MC CANN	ConfReimb-WesternAssn CollegeAdmissionCounseling	386.14
RQ13-06705	ORLANTHA NIN	ConfReimb-WesternAssn CollegeAdmissionCounseling	95.00
RQ13-06706	KATHRYN DAMM	ConfReimb-Int'l Conference on Social Sciences	1,000.00
RQ13-06707	LAURA DILL	ConfReimb-PracticalApplications in Sports Medicine	500.00
RQ13-06709	JAMEE MORALES	ConfReimb-PracticalApplications in Sports Medicine	500.00
RQ13-06710	KOLIN WILLIAMS	ConfReimb-MentalHealthIssues&Treatment-RetiringVets	1,000.00
RQ13-06711	APRIL CUBBAGE-VEGA	ConfReimb-Online Teaching Conference	600.22

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ESCAPE ONLINE

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Includes 05/29/2013 - 07/01/2013

Requisition Number	Vendor Name	Description	Requisition Total
RQ13-06712	STEPHANIE D'AURIA	ConfReimb-Online Teaching Conference	500.00
RQ13-06713	JOANNE DE MARCHI	ConfReimb-Online Teaching Conference	417.59
RQ13-06714	JANE HORLINGS	ConfReimb-Online Teaching Conference	387.77
RQ13-06715	BRETT MYHREN	ConfReimb-Online Teaching Conference	271.33
RQ13-06716	CHRISTINA SMITH	ConfReimb-Online Teaching Conference	344.38
RQ13-06717	BARBARA TAMIALIS	ConfReimb-Online Teaching Conference	344.38
RQ13-06718	TRACY BRYARS	ConfReimb-Childhood Obesity	500.00
RQ13-06719	CAROL BENDER	ConfReimb-Civil War Institute:The War in 1863	500.00
RQ13-06720	DR. CRAIG JUSTICE	C. Justice to CCCCIO mtg 5/14 -16/13	946.19
RQ13-06721	JANINE O'BUCHON	ConfReimb-Food, Mood & Cognition Seminar	97.00
RQ13-06728	JANE ROSENKRANS	Reimbursement for Regalia Dry Cleaning	51.00
RQ13-06729	MARK KRUHMIN	Reimburse Staff Member for Supplies	61.53
RQ13-06730	LISA INLOW	Silver Trays for student use in Culinary classes	12.44
RQ13-06732	DANA MANLEY	Reimbursement to Dana Manley for Supplies	53.28
RQ13-06733	JIM GASTON	Reimb. for CollegeSource 2013	2,898.98
RQ13-06734	JANE ROSENKRANS	UAchieve 2013 Conference	998.23
RQ13-06736	CINDRA SMITH	Board self-evaluation facilitation services	2,273.93
RQ13-06737	JOYCE SEMANIK	uAchieve 2013 Conf.	1,673.17
RQ13-06740	SOCCCD REVOLVING FUND	Increase revolving fund	50,000.00
RQ13-06741	MICHAEL CASSENS	Conf. reimbursement.Psychology	1,185.00
RQ13-06742	MELANIE HAERI	Conf. reimbursement.	1,387.20
RQ13-06743	MARK ZANDONELLA	Reimbursement to M. Zandonella for T3	255.00
RQ13-06744	JEFF KAUFMANN	Conf. reimbursement.	613.93
RQ13-06745	MOLLY KRUGER	Items for FN 173 (for student use)	20.94
RQ13-06746	LISA INLOW	Items used in FN 241 (student use)	27.74
RQ13-06748	DANA POINT AQUATIC FOUNDATION	Advertising for MST classes for year 2013 - 2014	150.00
RQ13-06749	JUNE MC LAUGHLIN	Reimb: Michael Schulteis lecture	576.00
RQ13-06753	WELLS FARGO #1598	IPads for VPSS Office	1,295.84
RQ13-06754	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	Fy11-12 Project 084 Revenue	1,400.00
RQ13-06755	CANDIDATE	Candidate Travel Reimbursement	769.12
RQ13-06757	KAREN KELLEY	Reimbursement for power supply for biology equip.	37.80
RQ13-06758	TEDDI LORCH	WRIPAC Training	246.49
RQ13-06762	CAROL HILTON	PET Retreat for Carol Hilton	262.30
RQ13-06764	S & B FOODS	Refreshments, HR/ Finance SRP	106.54
RQ13-06765	AMY STEVENS	Conference for Amy Stevens	1,590.04
RQ13-06769	THE HILLS HOTEL	Fin. Aid BPA, Additional Costs	777.60
RQ13-06770	MARK BORDELON	Geology field studies reimbursement	61.57
RQ13-06771	JUAN AVALOS	Expenses for President's Executive Team Retreat	139.69
RQ13-06773	SOPHIE MILLER	Reimburse S. Miller - CC Retreat	930.78
RQ13-06774	BENEFIT TRUST CO AS TRUSTEE FOR SOCCCD FUTURIS PUBLIC	Fund retiree health benefits liability	5,000,000.00
RQ13-06775	LAGUNA GRAPHIC ARTS, INC.	2013 Resolution Folders	486.00
RQ13-06776	JOE LIU	Employee enrollment fee reimbursement	138.00
RQ13-06777	DONNA RANE-SZOSTAK	Reimb: Community College Forum	311.80
RQ13-06778	LAGUNA GRAPHIC ARTS, INC.	Business cards	42.12
RQ13-06781	REBECCA GROFF	Reimb: CCCAA Convention	925.36

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ESCAPE ONLINE

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Includes 05/29/2013 - 07/01/2013

Requisition Number	Vendor Name	Description	Requisition Total
RQ13-06782	REBECCA GROFF	Reimb: Ensuring Transfer Success (ETS) Wksp	100.00
RQ13-06783	SADDLEBACK BOOKSTORE - #296 FOLLETT HIGHER EDUCATION GROUP	Staff Uniforms for Outreach students	787.05
RQ13-06785	LAGUNA GRAPHIC ARTS, INC.	Business cards for Joyce Bartlomain	42.12
RQ13-06789	EDWIN TIONGSON	2013 Phi Rho Pi conference reimbursement	6,850.14
RQ13-06792	WELLS FARGO #4198	SDG&E pad lock	117.05
RQ13-06797	DELL MARKETING	Dell Wyse Clients Exchange	497.00
RQ13-06798	MARK KRUHMIN	Reimb. for battery for camera devices	399.00
RQ13-06804	WELLS FARGO #4198	Dry cleaning services	150.00
RQ13-06805	LAGUNA GRAPHIC ARTS, INC.	Business cards for B.D'Lena	42.12
RQ13-06806	EMILY QUINLAN	Reimb: Damages in Employment Litigation Conf	250.54
RQ13-06808	JOHN RICHARDS	Instructional materials for ES Dept.	50.78
RQ13-06812	RICHARD GOODMAN	Instructional DVD for Human Svcs course	50.00
RQ13-06815	ARLEEN ELSEROAD	A. Elseroad uAchieve Conference expenses	2,692.56
RQ13-06818	RUBEN GUZMAN	R. Guzman uAchieve Conference expenses	2,755.04
RQ13-06827	LAGUNA GRAPHIC ARTS, INC.	Business cards	42.12
RQ13-06828	DON BUSCHE	Reimb: PET Retreat - 6/13-14, 2013	149.64
RQ13-06829	KATHLEEN WERLE	Reim.: PET Retreat 6/13-14, 2013	270.77
RQ13-06830	MARSHALL MATERIALS	Grounds supplies	832.58
RQ13-06831	SADDLEBACK BOOKSTORE - #296 FOLLETT HIGHER EDUCATION GROUP	Scantron for EMS students	108.00
RQ13-06834	BRIAN CLAMP	Conf. reimb. - ASCCC STEM Inst.	665.09
RQ13-06836	YOLANDA GOULDSMITH	Conf. reimbursement.	1,400.00
RQ13-06839	WELLS FARGO #1606	Refreshments for retreat	450.00
RQ13-06840	WELLS FARGO #3317	Three books for Jim Gaston (SIS Projects)	75.33
RQ13-06841	CANDIDATE	Candidate Travel Reimbursement	1,845.28
RQ13-06843	CANDIDATE	Candidate Travel Reimbursement	769.12
RQ13-06848	KEVIN O'CONNOR	ACCCA Annual Board Meeting	727.50
RQ13-06853	DONNA PRIBYL	repayment of Fex Ex charges	40.24
RQ13-06854	CHEFS' TOYS	Instr. Supplies purchased by L. Inlow	415.80
RQ13-06856	LISA JANE GORE	Theatre misc. supplies reimbursement	309.87
RQ13-06857	ROBERT BLOOMFIELD	Timers	445.00
RQ13-06861	FRANCHISE TAX BOARD	Nonresident Withholding Payment	70.00
RQ13-06862	DAVID D. GATEWOOD	Reimb. postage	15.45
RQ13-06866	WELLS FARGO #4198	Repair calibration	195.00
RQ13-06867	QUALITY OFFICE FURNISHINGS	Movement of computer tables	1,200.00
RQ13-06870	KATHLEEN WERLE	Reimbursement for event supplies	20.52
RQ13-06871	DEMCO INC.	Glossy label protectors	69.64
RQ13-06872	CLAIRE CESAREO-SILVA	Employee enrollment fee reimbursement	241.50
RQ13-06873	ANDREA MC GINLEY	Federal Student Aid's Spring/Summer Training	73.63
RQ13-06874	SOPHIE MILLER	Reimb. President's Management Meeting	566.79
RQ13-06876	CRAIG CAMELL	Music for S.C. Jazz Program	740.00
RQ13-06878	PHUONG T. VU	Federal Student Aid's Spring/Summer Training	73.63
RQ13-06879	HOANG-QUYEN DANG	Federal Student Aid's Spring/Summer Training	73.63
RQ13-06880	CHRISTIAN ALVARADO	Federal Student Aid's Spring/Summer Training	73.63
RQ13-06881	DENNIS STACHELSKI	Federal Student Aid's Spring/Summer Training	96.23

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ESCAPE ONLINE

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Includes 05/29/2013 - 07/01/2013

Requisition Number	Vendor Name	Description	Requisition Total
RQ13-06883	BAKER & TAYLOR	Library books per Jenny Langrell	1,416.68
RQ13-06884	KIMBERLY BELL	Conf. reimb. - ETS 2013	100.00
RQ13-06885	TIMOTHY REAM	Conf reimb. - MLA 2013	700.00
RQ13-06888	WELLS FARGO #1606	Microphones, cables	1,400.00
RQ13-06889	SANDY JEFFRIES	Reimb. retreat refreshments	37.30
RQ13-06890	BAKER & TAYLOR	Library books per Jenny Langrell	274.81
RQ13-06895	CANDIDATE	Candidate travel reimbursement	1,354.21
RQ13-06896	CANDIDATE	Candidate travel reimbursement	904.54
RQ13-06897	BAKER & TAYLOR BOOKS	Pay for books.	564.62
RQ13-06900	MAQUINSAL SEWING MACHINE CO.	End of semester repairs & service.	598.82
RQ13-06901	MARY JO ORTEGA IVC-ATEP WORKFORCE DEVELOPMENT	WIA funded - solidworks intermediate class	720.00
RQ13-06902	CANDIDATE	Candidate travel reimbursement	803.29
RQ13-06903	CANDIDATE	Candidate travel reimbursement	1,870.29
RQ13-06904	WELLS FARGO #4198	Dry cleaning - tablecloths	230.00
RQ13-06906	S & B FOODS	Refreshments for District Meeting	113.24
RQ13-06908	LIZA RIOS	Conf. reimbursement.	700.00
RQ13-06909	LAGUNA WOODS VILLAGE POTTERS	Art supplies for summer 2013 art classes at LWV	1,128.00
RQ13-06912	LAGUNA GRAPHIC ARTS, INC.	Business cards	38.16
RQ13-06917	REFRIGERATION UNLIMITED, INC	Repair to cafeteria ice-maker	1,193.69
RQ13-06920	QUALITY OFFICE FURNISHINGS	Financial Aid furnishing install	378.00
RQ13-06921	QUALITY OFFICE FURNISHINGS	International Student Office	1,898.64
RQ13-06922	COUNTY OF ORANGE AUDITOR-CONTROLLER	Comm. & Tech System	2,480.00
RQ13-06923	WELLS FARGO #3317 (DISTRICT)	Markers for BPAs	19.42
RQ13-06926	WELLS FARGO #4198	Batteries for Fine Arts/SCLO	498.39
RQ13-06927	WELLS FARGO #1606	Office Supply	12.00
RQ13-06928	CANDIDATE	Candidate travel reimbursement	649.17
RQ13-06935	WELLS FARGO #3317 (DISTRICT)	Assn. of Governing Boards	207.76
RQ13-06938	ANTHONY TENG	New Equipment Technology for Business Department	2,243.93
RQ13-06939	S & B FOODS	2013 Commencement /Reception	2,424.99
RQ13-06940	WELLS FARGO #1598	Two Frames & Mats	250.00
RQ13-06942	COMMERCIAL RESTAURANT SERVICE	Emergency repair to cafeteria warmer unit	237.90
RQ13-06943	A-1 AWARDS	Name plates for board meeting governance table	62.64
RQ13-06944	CHEF WORKS, INC.	chef coats	448.83
RQ13-06946	MIROSLAVA MANCHIK	Expenses for Non-Instructional Supplies	438.48
RQ13-06947	MIROSLAVA MANCHIK	Expenses Associated with New Equipment Technology	1,832.38
RQ13-06949	RAJBIR SINGH	Employee enrollment fee reimbursement	138.00
RQ13-06956	WEST COAST LIGHTS & SIRENS, INC.	Parts for Police Vehicles	492.66
RQ13-06957	WELLS FARGO #3317	Books	31.56
RQ13-06958	PATRICIA K. FLANIGAN	Supplies for Tutoring Lounge purchased	268.92
RQ13-06964	VERIZON WIRELESS GOVERNMENT ACCOUNTS	cellular service - ticket writers	61.62
RQ13-06966	DIANE WENZEL	Replacement Battery for Whaler	125.25
RQ13-06970	DEBBY VAIL	Re-imburementemployee for photos	295.00

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ESCAPE ONLINE

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Includes 05/29/2013 - 07/01/2013

Requisition Number	Vendor Name	Description	Requisition Total
RQ13-06974	JOSTEN'S	Commencement attire rental	122.45
RQ13-06975	JOYCE BARTLOMAIN	Reimbursement for DWPC retreat supplies	71.20
RQ14-00330	SHERATON CERRITOS HOTEL	Prof. Dev. Activity for Student Success	6,810.22
RQ14-00430	TIFFANY TRAN	Curriculum Institute 2013	900.38
RQ14-00465	DR. LINDA FONTANILLA	2013 Strengthening Student Success Conference	1,631.48
RQ14-00475	WELLS FARGO #4198	Saddleback Domain Name Renewal-Educause	40.00
RQ14-00476	DAVID DIXON	ConfReimb-American Assn of Physics Teachers	1,000.00
RQ14-00477	KOLIN WILLIAMS	ConfReimb-WesternAssnVeteransEducationSpecialists	1,000.00
RQ14-00478	KRIS LEPPHEN-CHRISTENSEN	ConfReimb-AmericanPsychologicalAssnConvention	1,000.00
RQ14-00479	SAMANTHA J. VENABLE	ConfReimb-National Nurse Practitioner Symposium	1,000.00
RQ14-00480	SIBYLLE GEORGIANNA	ConfReimb-American Psychological Assn Convention	500.00
RQ14-00481	ALLISON CAMELOT	ConfReimb-American Sociological Association	1,000.00
RQ14-00483	APRIL CUBBAGE-VEGA	ConfReimb-American Sociological Association	1,000.00
RQ14-00484	STEPHANIE D'AURIA	ConfReimb-American Sociological Association	500.00
RQ14-00485	JOHANNA NORTON	ConfReimb-American Sociological Association	500.00
RQ14-00486	NAOMI CHIANESE	ConfReimb-American Sociological Association	500.00
RQ14-00489	LOIS DI ALTO	Prepay Curriculum Institute 2013	900.38
RQ14-00490	DIANA HURLBUT	Prepay Curriculum Institute 2013	900.38
RQ14-00491	STEPHANIE ALVAREZ	Prepay Curriculum Institute 2013	900.38
RQ14-00492	DR. CRAIG JUSTICE	Prepay Curriculum Institute 2013	900.38
RQ14-00532	KATE ALDER	K. Alder attendance ACCCA Admin.101 workshop	1,875.00
RQ14-00533	JERILYN CHUMAN	Registration for WHELDS 2013 Summit	2,087.91
RQ14-00534	KATHLEEN WERLE	Curriculum Institute 2013 - Conf.	920.00
RQ14-00535	CHRISTOPHER KRISTIANSON	Curriculum Institute - Conf,	906.64
RQ14-00538	DEBRA L. FITZSIMONS	ADC Redevelopment Forum	3,505.60
RQ14-00555	STEPHANIE DIALTO	Curriculum Institute	967.64
RQ14-00556	SUZIE BUGAY	Curriculum Institute	967.64
RQ14-00584	OPENPROJECTSANDAPPS.ORG	STEM Robotics Workshop	1,500.00
RQ14-00658	VALERIE SENIOR	Blackboard world conference	1,600.00
RQ14-00712	DAVID BUGAY	Conference for David Bugay	598.00
RQ14-00719	KAREN MARTIN	Vendini conference 8-2013 K. Martin	1,037.30
RQ14-00721	PACIFIC COACHWAYS	Bus for Emeritus Field Trip 6/27	976.25
RQ14-00742	JUAN AVALOS	RGP Student Success Conf.	1,300.00
RQ14-00744	KARAH STREET	Curriculum Institute 2013 Conf.	906.64
RQ14-00756	KIM MC CORD	Travel reimbursement	252.80
RQ14-00775	BRANDYE D'LENA	Travel for Brandye D'Lena to Santa Rosa	400.00
RQ14-00792	ROBINSON, DAVID	Conference for David Robinson	575.00
RQ14-00801	PAPA PESTICIDE APPLICATORS ASSOC.	Patrick Eades to attend pesticide test prep	200.00
RQ14-00834	MKH ELECTRONICS	Trainers Equipment Repair	250.00
RQ14-00867	PASCO SCIENTIFIC	Physics repair - 750 interface (4ea)	641.92
RQ14-00910	AMERICAN FUTURE SYSTEMS, INC. dba: CTR. FOR ED.& EMPLMT LAW	Reference Material	195.00
		Total	211
			5,200,572.64

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ESCAPE ONLINE

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Fund Summary			
Fund	Description	Requisition Count	Amount
01	General Fund	199	188,223.98
40	Capital Outlay Fund	10	12,306.54
68	Self-Insurance Fund	1	42.12
71	Retiree Benefit Fund	1	5,000,000.00
		Total	211
			5,200,572.64

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Transfer of Budget Appropriations
ACTION: Ratify

BACKGROUND

Title 5, California Code of Regulations, Section 58199 requires the Board of Trustees to approve, by a two-thirds (2/3) vote of its members, all transfers of funds from its contingency reserve to any expenditure classification, and ratify, by a majority vote, all transfers of funds between expenditure classifications other than that originating from the Contingency Reserve.

STATUS

For the current reporting period ending June 30, 2013, and in accordance with Administrative Regulation 3101, the Transfer of Budget Appropriations are summarized on EXHIBIT A and presented for ratification.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees ratify the Transfer of Budget Appropriations as detailed in EXHIBIT A.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TRANSFER OF BUDGET APPROPRIATIONS SUMMARY

For the period 06-01-13 to 06-30-13

<u>General Fund</u>			
<u>Account</u>	<u>Description</u>	<u>From</u>	<u>To</u>
1000	Academic Salaries	\$546,719	
2000	Classified Salaries	\$651,364	
3000	Fringe Benefits		\$1,972,279
4000	Books and Supplies		\$32,365
5000	Other Operating Expenses & Services	\$589,981	
6000	Capital Outlay		\$60,420
7000	Other Outgo	\$277,000	
	Total Transfers - General Fund	<u>\$2,065,064</u>	<u>\$2,065,064</u>
<u>Capital Outlay Fund</u>			
<u>Account</u>	<u>Description</u>	<u>From</u>	<u>To</u>
5000	Other Operating Expenses & Services	\$18,000	
6000	Capital Outlay		\$18,000
	Total Transfers - Capital Outlay Fund	<u>\$18,000</u>	<u>\$18,000</u>
	Total Transfers	<u>\$2,083,064</u>	<u>\$2,083,064</u>

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Payment of Bills
ACTION: Approval

BACKGROUND

In accordance with the provisions of Article 4 of Chapter 8 of the California Education Code, Sections 85230-36, inclusive, vendor check listings are submitted at each meeting for the approval of the Board of Trustees.

STATUS

Checks No. 170040 through 171204 processed through the Orange County Department of Education, totaling \$12,297,517.73; and Checks No. 010654 through 010690, processed through Saddleback College Community Education, totaling \$499,837.34; and Checks No. 009120 through 009141, processed through Irvine Valley College Community Education, totaling \$393,649.55 are submitted for the approval of the Board of Trustees.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the payment of bills as listed in EXHIBIT A.

Checks Dated 05/29/2013 through 07/01/2013

Check Number	Check Date	Pay to the Order of	Check Amount
170040	05/29/2013	ALL AROUND UNDERGROUND CONTRACTORS INC.	5,815.62
170041	05/29/2013	ALLIEDBARTON SECURITY SERVICES	1,463.44
170042	05/29/2013	AMERICASPRINTER.COM	302.40
170043	05/29/2013	AMSTERDAM PRINTING & LITHO	726.66
		Unpaid Sales Tax	48.80
		Expensed Amount	775.46
170044	05/29/2013	AIRPORT VAN RENTAL SOLUTIONS	353.22
170045	05/29/2013	GRIFFIN BELTRAN	264.59
170046	05/29/2013	BERTRAND'S MUSIC	214.92
170047	05/29/2013	ASMITA BHAKTA	187.38
170048	05/29/2013	BLICK ART MATERIALS	194.99
170049	05/29/2013	THE BLIND FACTORY	1,100.00
170050	05/29/2013	THE BANK OF NEW YORK TRUST COMPANY, N.A.	98,637.44
170051	05/29/2013	CALIFORNIA STAGE/LIGHTING, INC	309.63
170052	05/29/2013	DEBORAH CALL	200.00
170053	05/29/2013	CCLC/CCCAA ATTN: DIRECTOR OF CHAMPIONSHIP	420.00
170054	05/29/2013	ROCKY CIFONE	441.25
170055	05/29/2013	COAST FITNESS REPAIR SHOP	1,200.00
170056	05/29/2013	COMPUTERLAND	78.00
170057	05/29/2013	CONSOLIDATED ELECTRICAL DIST.	174.51
170058	05/29/2013	CULLIGAN	109.35
170059	05/29/2013	RICHARD DAHLIN	56.00
170060	05/29/2013	DANA POINT FUEL DOCK	22.55
170061	05/29/2013	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE, CASHIERING	2,530.00
170062	05/29/2013	DISH NETWORK	69.84
170063	05/29/2013	DISPENSING SOLUTIONS, INC.	240.95
170064	05/29/2013	HELEN ECKMANN	1,000.00
170065	05/29/2013	ARNETTE EDWARDS	180.00
170066	05/29/2013	ESSENCE ENTERTAINMENT	1,035.00
170067	05/29/2013	FIVE STAR TROPHIES JEFFREY H. SEAL	1,319.44
170068	05/29/2013	FLOOR TECH GROUP	2,691.00
170069	05/29/2013	QUALITY OFFICE FURNISHINGS	9,589.49
170070	05/29/2013	ARIEL SAVAGE C/O CINEMA DEPT.	1,003.12
170071	05/29/2013	SIGMA ALDRICH CHEMICAL CO.	87.77
170072	05/29/2013	SMART LEVELS MEDIA	129.60 *
Cancelled on 06/28/2013, Cancel Register # AP06282013A			
170073	05/29/2013	SO. ORANGE CO. COMM. COL.DIST	1,155.00
170074	05/29/2013	VSA, Inc.	2,771.10
170075	05/29/2013	VISTA PAINT CORPORATE OFFICE	225.29
170076	05/29/2013	XEROX CORPORATION - XEROX OFFICE GROUP	89.86
170077	05/30/2013	G & K SERVICES	65.88
170078	05/30/2013	GALLS INC. %GALLS RETAIL CA LOCK BOX	721.14
170079	05/30/2013	THOMAS GODDARD	160.00
170080	05/30/2013	GOODWILL INDUSTRIES OF ORANGE COUNTY	2,940.00
170081	05/30/2013	LISA JANE GORE	1,000.00
170082	05/30/2013	GOVCONNECTION	1,038.52
170083	05/30/2013	M. SCOTT GRABAU	34.15

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Check Number	Check Date	Pay to the Order of	Check Amount
170084	05/30/2013	W. W. GRAINGER	673.25
170085	05/30/2013	GRANICUS, INC.	1,773.50
170086	05/30/2013	GREEN THUMB INTERNATIONAL	66.07
170087	05/30/2013	AMY V. GRIMM	48.36
170088	05/30/2013	VERONICA HERNANDEZ	100.00
170089	05/30/2013	HIGHER ONE INC.	2,575.48
170090	05/30/2013	ERIC HILDEN	149.18
170091	05/30/2013	HIRSCH PIPE & SUPPLY	490.31
170092	05/30/2013	HYDRO ENGINEERING, INC.	9,814.92
170093	05/30/2013	INFOBASE LEARNING	10,794.60
170094	05/30/2013	INGARDIA BROTHERS PRODUCE, INC.	176.53
170095	05/30/2013	INSIGHT MEDIA	610.56
		Unpaid Sales Tax	46.08
		Expensed Amount	656.64
170096	05/30/2013	IRVINE RANCH WATER DIST.	2,273.26
170097	05/30/2013	IRVINE TENNIS	766.28
170098	05/30/2013	ISLAND PROMOTIONAL PRODUCTS	1,444.87
170099	05/30/2013	FHEG IVC BOOKSTORE STORE 895	261.43
170100	05/30/2013	KELLY PAPER	84.24
170101	05/30/2013	LIFELINE HEALTHCARE EDUCATION	50.00
170102	05/30/2013	TEDDI LORCH	19.03
170103	05/30/2013	MECSOFT CORPORATION	5,251.50
170104	05/30/2013	SUSAN MIJARES	200.00
170105	05/30/2013	MISSION VIEJO COUNTRY CLUB	250.00
170106	05/30/2013	GARRETT W. SIMON	160.00
170107	05/30/2013	LIFELINE HEALTHCARE EDUCATION	75.00
170108	05/30/2013	CHEVRON AND TEXACO BUSINESS CARD SERVICES	1,077.91
170109	05/30/2013	SPARKLETTS	39.98
170110	05/30/2013	SPARKLETTS	891.50
170111	05/30/2013	SPARKLETTS	1,743.37
170112	05/30/2013	HOME DEPOT CREDIT SERVICES	2,427.66
170113	05/30/2013	WELLS FARGO #1598	517.30
		Unpaid Sales Tax	4.45
		Expensed Amount	521.75
170114	05/30/2013	WELLS FARGO #1606	2,470.35
		Unpaid Sales Tax	116.24
		Expensed Amount	2,586.59
170115	05/30/2013	WELLS FARGO #2078	1,923.24
170116	05/30/2013	WELLS FARGO #3317	603.74
		Unpaid Sales Tax	30.96
		Expensed Amount	634.70
170117	05/30/2013	WELLS FARGO #7561 ASG-SBC	137.93
170118	05/30/2013	WELLS FARGO #3317	241.27
170119	05/30/2013	TELERIK INC. BOSTON OFFICE	584.10
170120	05/31/2013	NCS PEARSON, INC.	858.62 *
	Reissued on 05/31/2013, Cancel Register # AP05312013B		
170121	05/31/2013	LINUS PHILLIPS	66.44 *
	Reissued on 05/31/2013, Cancel Register # AP05312013C		
170122	05/31/2013	PRO CHEMICAL & DYE	144.99 *
	Reissued on 05/31/2013, Cancel Register # AP05312013B		

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Check Number	Check Date	Pay to the Order of	Check Amount
170123	05/31/2013	MARIA RENTERIA	35.00 *
		Reissued on 05/31/2013, Cancel Register # AP05312013B	
170124	05/31/2013	JANE ROSENKRANS	51.00 *
		Reissued on 05/31/2013, Cancel Register # AP05312013C	
170125	05/31/2013	JA SEXAUER	993.06 *
		Reissued on 05/31/2013, Cancel Register # AP05312013B	
170126	05/31/2013	JENNIFER SNIDER	35.00 *
		Reissued on 05/31/2013, Cancel Register # AP05312013C	
170127	05/31/2013	FARNOOSH SORAYA	480.00 *
		Reissued on 05/31/2013, Cancel Register # AP05312013B	
170128	05/31/2013	JIM WRIGHT	55.99 *
		Reissued on 05/31/2013, Cancel Register # AP05312013B	
170129	05/31/2013	XEROX CORPORATION	3,825.76 *
		Reissued on 05/31/2013, Cancel Register # AP05312013C	
170130	05/31/2013	AT&T	1,649.84 *
		Reissued on 05/31/2013, Cancel Register # AP05312013D	
170131	05/31/2013	SAFEWAY, INC.	52.90 *
		Reissued on 05/31/2013, Cancel Register # AP05312013D	
170132	05/31/2013	SOUTHERN CALIFORNIA EDISON CO.	41,716.07 *
		Reissued on 05/31/2013, Cancel Register # AP05312013D	
170133	05/31/2013	SAFEWAY, INC.	382.34 *
		Reissued on 05/31/2013, Cancel Register # AP05312013D	
170134	05/31/2013	US FOODS	1,511.96 *
		Reissued on 05/31/2013, Cancel Register # AP05312013D	
170135	05/31/2013	NCS PEARSON, INC.	858.62
170136	05/31/2013	LINUS PHILLIPS	66.44
170137	05/31/2013	PRO CHEMICAL & DYE	144.99
170138	05/31/2013	MARIA RENTERIA	35.00
170139	05/31/2013	JANE ROSENKRANS	51.00
170140	05/31/2013	JA SEXAUER	993.06
170141	05/31/2013	JENNIFER SNIDER	35.00
170142	05/31/2013	FARNOOSH SORAYA	480.00
170143	05/31/2013	JIM WRIGHT	55.99
170144	05/31/2013	XEROX CORPORATION	3,825.76
170145	05/31/2013	AT&T	1,649.84
170146	05/31/2013	SAFEWAY, INC.	52.90
170147	05/31/2013	SOUTHERN CALIFORNIA EDISON CO.	41,716.07
170148	05/31/2013	SAFEWAY, INC.	382.34
170149	05/31/2013	US FOODS	1,511.96
170150	05/31/2013	ACADEMIC SENATE	385.00
170151	05/31/2013	ACADEMIC SENATE	385.00
170152	05/31/2013	ACADEMIC SENATE	385.00
170153	05/31/2013	ACADEMIC SENATE	385.00
170154	05/31/2013	ASSOCIATION FOR INSTITUTIONAL RESEARCH	800.00
170155	05/31/2013	GILLIAN ASHTON	17.74
170156	05/31/2013	MARYAM AZARY	134.99
170157	05/31/2013	REBECCA MAY BRUBAKER	32.79
170158	05/31/2013	CCCSAA - CABRILLO COLLEGE c/o ORANGE COAST COLLEGE	150.00
170159	05/31/2013	THE COSMOPOLITAN OF LAS VEGAS	1,001.28

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Check Number	Check Date	Pay to the Order of	Check Amount
170160	05/31/2013	TAM DO	100.00
170161	05/31/2013	MEREDITH DORNER	500.00
170162	05/31/2013	EMBASSY SUITES SAN FRANCISCO AIRPORT	313.30
170163	05/31/2013	MICHELLE GORACKE	500.00
170164	05/31/2013	CAROL HILTON	134.61
170165	05/31/2013	DENICE INCIONG	410.76
170166	05/31/2013	POUYA JAHANSHAH	500.00
170167	05/31/2013	KRIS JONES	500.00
170168	05/31/2013	PHILLIS KUCHARSKI	785.97
170169	05/31/2013	JOHN LICITRA	116.36
170170	05/31/2013	TONY LIPOLD	222.46
170171	05/31/2013	KIM MC CORD	613.38
170172	05/31/2013	RALPH MEZA	594.15
170173	05/31/2013	NASFAA	575.00
170174	05/31/2013	NICOLE ORTEGA	341.64
170175	05/31/2013	NANCY H. RUCKER	700.00
170176	05/31/2013	SHERATON PARK HOTEL AT THE ANAHEIM RESORT	351.64
170177	05/31/2013	SHERATON PARK HOTEL AT THE ANAHEIM RESORT	351.64
170178	05/31/2013	SHERATON PARK HOTEL AT THE ANAHEIM RESORT	351.64
170179	05/31/2013	SHERATON PARK HOTEL AT THE ANAHEIM RESORT	351.64
170180	05/31/2013	PARISA SOLTANI	108.38
170181	05/31/2013	ANTHONY TENG	594.74
170182	05/31/2013	JODI TITUS	619.33
170183	05/31/2013	SHOUKA TORABI	126.00
170184	05/31/2013	DAN WALSH	688.61
170185	06/03/2013	ALVAREZ & MARSAL ATTN: LIZ CARRINGTON	19,185.88
170186	06/03/2013	DOUGHERTY + DOUGHERTY ARCHITECTS LLP	12,982.56
170187	06/03/2013	EMCOR/Mesa Energy Systems	11,042.00
170188	06/03/2013	ENAMIX, INC.	5,694.00
170189	06/03/2013	FUNDAMENT & ASSOCIATES, INC.	18,059.00
170190	06/03/2013	HALL & FOREMAN, INC.	100.00
170191	06/03/2013	JOYCE INSPECTION & TESTING	21,168.00
170192	06/03/2013	LIBERTY MUTUAL ATTN: JASON STONEFELD	915,861.00
170193	06/03/2013	MC CARTHY BUILDING COMPANIES	62,362.00
170194	06/03/2013	NEUDESIC, LLC	74,496.00
170195	06/03/2013	NIMBLE CONSULTING	10,500.00
170196	06/03/2013	PARSONS BRINCKERHOFF, INC.	4,083.71
170197	06/03/2013	R2A ARCHITECTURE	2,855.91
170198	06/03/2013	RGP PLANNING & DEVELOPMENT SERVICES	24,238.54
170199	06/03/2013	SYNERGY SOFTWARE SOLUTIONS	6,972.00
170200	06/03/2013	TORREY PINES BANK ATTN: ROSE RAMSDEN	101,763.00
170201	06/03/2013	CITY OF TUSTIN ATTN: CITY MANAGER'S OFFICE	67,771.00
170202	06/03/2013	EMPLOYMENT DEVELOPMENT DEPT.	17,515.00
170203	06/03/2013	OFFICEMAX CONTRACT INC.	9,792.46
170204	06/03/2013	OFFICEMAX CONTRACT INC.	9,348.36

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Check Number	Check Date	Pay to the Order of	Check Amount
170205	06/03/2013	OFFICEMAX CONTRACT INC.	292.84
170206	06/03/2013	MICHAEL CASSENS	1,185.00
170207	06/03/2013	CAROLINE DURDELLA	215.40
170208	06/03/2013	MELANIE HAERI	1,387.20
170209	06/03/2013	TIFFANY TRAN	863.71
170210	06/03/2013	WELLS FARGO #4198	3,574.28
		Unpaid Sales Tax	149.81
		Expensed Amount	3,724.09
170211	06/04/2013	A-S MEDICATION SOLUTIONS, LLC	106.58
170212	06/04/2013	ALLIEDBARTON SECURITY SERVICES	1,463.44
170213	06/04/2013	APPLE COMPUTER INC.	1,007.04
170214	06/04/2013	APPLIED INDUSTRIAL TECH.	911.71
170215	06/04/2013	AUCA LOS ANGELES	109.91
170216	06/04/2013	ARC AMER. REPROGRAPHICS CO.	14.33
170217	06/04/2013	LEE ARMSTRONG CO., INC.	1,690.00
170218	06/04/2013	ARROWHEAD DRINKING WATER	103.04
170219	06/04/2013	ARS ENTERPRISES	1,225.00
170220	06/04/2013	ART SUPPLY WAREHOUSE	2,204.82
170221	06/04/2013	AUTOMIC DESIGNS, INC.	848.08
170222	06/04/2013	AVALON TENT & PARTY	3,439.63
170223	06/04/2013	AIRPORT VAN RENTAL SOLUTIONS	589.86
170224	06/04/2013	B & H PHOTO VIDEO REMITTANCE PROCESSING	2,042.04
		Unpaid Sales Tax	163.37
		Expensed Amount	2,205.41
170225	06/04/2013	BAKER & TAYLOR	6,370.92
170226	06/04/2013	THE BLIND FACTORY	2,570.40
170227	06/04/2013	BONDED WET-DRY CLEANERS	221.18
170228	06/04/2013	BULBS.COM	101.88
		Unpaid Sales Tax	8.15
		Expensed Amount	110.03
170229	06/04/2013	FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES	2,000.00
170230	06/04/2013	CALIFORNIA STAGE/LIGHTING, INC	565.00
170231	06/04/2013	CALIBER SIGNS & IMAGING, INC.	426.50
170232	06/04/2013	CARD INTEGRATORS CORPORATION DBA: CI SOLUTIONS	105.20
170233	06/04/2013	CDW GOVERNMENT, INC.	4,964.92
170234	06/04/2013	CINTAS CORPORATION	60.00
170235	06/04/2013	CLARK SECURITY PRODUCTS INC.	249.49
170236	06/04/2013	MALAIKA CLELLAND	180.00
170237	06/04/2013	MIKE COLLINS	1,331.00
170238	06/04/2013	COMMITTEE ON ACCREDITATION OF EDU PROG FOR THE EMS PROFESSNS	1,200.00
170239	06/04/2013	CONSOLIDATED ELECTRICAL DIST.	371.26
170240	06/04/2013	CULVER-NEWLIN, INC.	4,606.94
170241	06/04/2013	THE DATA WAREHOUSING INSTITUTEATTN: MEMBERSHIP (TDWI)	1,200.00
170242	06/04/2013	DE NAULT'S TRUE VALUE HARDWARE	107.99
170243	06/04/2013	DELL MARKETING L.P. C/O DELL USA L.P.	1,816.68
170244	06/04/2013	DIVERSIFIED BUSINESS SERVICES	1,891.00

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Checks Dated 05/29/2013 through 07/01/2013

Check Number	Check Date	Pay to the Order of	Check Amount
170245	06/04/2013	MICHELE DUGAN	180.00
170246	06/04/2013	DUNN-EDWARDS CORPORATION	147.17
170247	06/04/2013	EAGLE COMMUNICATIONS	780.00
170248	06/04/2013	EASTBAY TEAM SPORTS DEPT #5374	997.54
170249	06/04/2013	EBERHARD EQUIPMENT	10,149.40
170250	06/04/2013	EMSI ECON. MODELING SPECIALISTS INC	2,900.00
170251	06/04/2013	KAREN ERICKSON	200.00
170252	06/04/2013	ELIZABETH FARAG	200.00
170253	06/04/2013	FASHION SUPPLIES INC	2,995.63
170254	06/04/2013	FEDERAL EXPRESS	102.79
170255	06/04/2013	CLARISSA FERMIN	200.00
170256	06/04/2013	FIBRE GLAST DEVELOPMENTS CORP.	393.55
		Unpaid Sales Tax	28.29
		Expensed Amount	421.84
170257	06/04/2013	FISHER SCIENTIFIC	4,060.46
170258	06/04/2013	FREEWAY AUTO SUPPLY	353.39
170259	06/04/2013	DAIRY DEPOT	112.27
170260	06/05/2013	SOCCCD REVOLVING FUND	50,000.00
170261	06/05/2013	ANDREW MACK & SON BRUSH CO.	112.86
170262	06/05/2013	GALE SUPPLY COMPANY	170.64
170263	06/05/2013	GOODWILL INDUSTRIES OF ORANGE COUNTY	17,302.50
170264	06/05/2013	W. W. GRAINGER	148.37
170265	06/05/2013	HAIR CALIFORNIA BEAUTY ACADEMY	14,321.25
170266	06/05/2013	DANIELLE HALAGARDA	250.00
170267	06/05/2013	HERCULES PORTABLE POWER, INC.	1,466.00
170268	06/05/2013	DOUGLAS HERSHBERGER	1,750.00
170269	06/05/2013	VAGO, MALIA	54.89
170270	06/05/2013	HUMANSCALE	1,382.38
170271	06/05/2013	MARIA E. HUTCHINSON CERVANTES	480.00
170272	06/05/2013	IACLEA	225.00
170273	06/05/2013	INDUSTRIAL PLASTIC SUPPLY, INC	323.78
170274	06/05/2013	LISA INLOW	40.18
170275	06/05/2013	IRVINE PIPE & SUPPLY	521.11
170276	06/05/2013	ISLAND PROMOTIONAL PRODUCTS	845.00
170277	06/05/2013	FHEG IVC BOOKSTORE STORE 895 MA 500	58.75
170278	06/05/2013	LAGUNA GRAPHIC ARTS, INC.	252.72
170279	06/05/2013	LAMINATION DEPOT, INC.	107.13
170280	06/05/2013	LESLIE'S POOLMART, INC.	111.48
170281	06/05/2013	LIEBERT CASSIDY WHITMORE	2,261.60
170282	06/05/2013	JON LUNDGREN	250.00
170283	06/05/2013	KIM LY	200.00
170284	06/05/2013	LYNDA.COM, INC.	1,662.50
170285	06/05/2013	MACIAS, GINI & O'CONNELL, LLP	5,636.10
170286	06/05/2013	MIROSLAVA MANCHIK	574.54
170287	06/05/2013	DANA MANLEY	66.24
170288	06/05/2013	MARKERTEK VIDEO SUPPLY 1 TOWER DRIVE	436.14
		Unpaid Sales Tax	32.69
		Expensed Amount	468.83
170289	06/05/2013	MATCO TOOLS MARK JACOBSON	99.15

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Checks Dated 05/29/2013 through 07/01/2013

Check Number	Check Date	Pay to the Order of	Check Amount
170290	06/05/2013	MC FADDEN-DALE INDUSTRIAL HARDWARE LLC	189.16
170291	06/05/2013	DAYLE McINTOSH CENTER FOR THE DISABLED	9,548.00
170292	06/05/2013	KELLY MCCOY	400.00
170293	06/05/2013	SO. ORANGE CO. COMM. COL.DIST	2,050.00
170294	06/05/2013	PARKWAY LAWNMOWER SHOP	116.24
170295	06/05/2013	PASCO SCIENTIFIC	287.09
170296	06/05/2013	PBS DISTRIBUTION, LLC	91.11
170297	06/05/2013	POWER FORD TUSTIN	366.35
170298	06/05/2013	LINDA RENNE	184.00
170299	06/05/2013	REYNOLDS ADVANCED MATERIALS	2,122.23
170300	06/05/2013	S & B FOODS CATERING DIVISION	714.15
170301	06/05/2013	SIGMA ALDRICH CHEMICAL CO.	140.82
170302	06/05/2013	SO. ORANGE CO. COMM. COL.DIST	3,142.00
170303	06/05/2013	WARD'S NATURAL SCIENCE	131.62
		Unpaid Sales Tax	10.53
		Expensed Amount	142.15
170304	06/05/2013	DOUGLAS WESTLAKE	2,150.00
170305	06/05/2013	CHARLOTTE WILSON	280.00
170306	06/05/2013	AT & T MOBILITY	57.99
170307	06/05/2013	AT & T MOBILITY	13.81
170308	06/05/2013	SAN DIEGO GAS & ELECTRIC	46,676.52
170309	06/05/2013	PARKWAY LAWNMOWER SHOP	71.78
170310	06/05/2013	LILIANN PEREZ-STROUD	240.00
170311	06/05/2013	PSI-PAYPHONE STATIONS INNOVAT.	315.00
170312	06/05/2013	QUICK CAPTION	2,805.00
170313	06/05/2013	RACK DEPOT, INC.	2,699.00
170314	06/05/2013	RICOH USA, INC.	72.96
170315	06/05/2013	S & B FOODS CATERING DIVISION	1,100.36
170316	06/05/2013	S & B FOODS CATERING DIVISION	354.56
170317	06/05/2013	SAFE NAVIGATION, INC.	816.48
170318	06/05/2013	SAFEWAY, INC.	192.79
170319	06/05/2013	SOUTHERN COUNTIES OIL DBA/SC FUELS	5,942.25
170320	06/05/2013	ANTHONY TENG	1,567.57
170321	06/05/2013	THOMPSON ENAMEL, INC.	11.68
		Unpaid Sales Tax	.69
		Expensed Amount	12.37
170322	06/05/2013	TIRE GUIDES, INC.	33.65
		Unpaid Sales Tax	1.76
		Expensed Amount	35.41
170323	06/05/2013	TURF TIRE DISTRIBUTORS	303.70
170324	06/05/2013	UNISOURCE WORLDWIDE INC.	4,056.48
170325	06/05/2013	VSA, Inc.	645.00
		Unpaid Sales Tax	48.40
		Expensed Amount	693.40
170326	06/05/2013	WALTERS WHOLESALE ELECTRIC	159.80
170327	06/05/2013	ZARA DISTRIBUTION	137.16
170328	06/05/2013	SO. ORANGE CO. COMM. COL. DISTWORKERS COMPENSATION	1,507.23
170329	06/05/2013	RPM CONSULTANT GROUP	3,154.42

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Check Number	Check Date	Pay to the Order of	Check Amount
170330	06/06/2013	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO INC	2,588.40
170331	06/06/2013	MORGAN BARROWS	144.38
170332	06/06/2013	STEPHEN DUBAY	58.76
170333	06/06/2013	MANAGEMENT CONCEPTS, INC.	1,538.00
170334	06/06/2013	BONNIE JOY MASSEY	700.00
170335	06/06/2013	DIANE OAKS	12.54
170336	06/06/2013	ON COURSE CONFERENCE	375.00
170337	06/06/2013	JOHN RICHARDS	115.00
170338	06/06/2013	BLAKE STEPHENS	764.74
170339	06/06/2013	KATHLEEN WERLE	20.00
170340	06/06/2013	WRIPAC ATTN: RICHARD JUNG	150.00
170341	06/06/2013	KATE ALDER	687.80
170342	06/06/2013	CALIFORNIA LABOR FEDERATION	295.00
170343	06/06/2013	HUMPHREYS HALF MOON INN	1,188.91
170344	06/06/2013	CAROLINA KUSSOY	138.60
170345	06/06/2013	ROY MC CORD	1,325.00
170346	06/06/2013	UNIV SAN DIEGO-SOLES LEADERSHIP STUD-WLA	899.00
170347	06/06/2013	ALLIED REFRIGERATION INC	896.67
170348	06/06/2013	C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB	7,712.00
170349	06/06/2013	DELL MARKETING L.P. C/O DELL USA L.P.	49,931.19
170350	06/06/2013	FACILITIES PLANNING & PROGRAM SERVICES, INC	4,400.00
170351	06/06/2013	LIONAKIS	3,583.60
170352	06/06/2013	MC CARTHY BUILDING COMPANIES	62,362.00
170353	06/06/2013	PARSONS BRINCKERHOFF, INC.	852.50
170354	06/06/2013	VIDEO INSIGHT INC	31,109.73
170355	06/06/2013	THEODORE YOUNGLOVE	1,900.00
170356	06/07/2013	GALLS INC. %GALLS RETAIL CA LOCK BOX	2,181.34
170357	06/07/2013	DIANE LEWIS	321.67
170358	06/07/2013	MAIN GRAPHICS	2,506.70
170359	06/07/2013	DAYLE McINTOSH CENTER FOR THE DISABLED	2,604.00
170360	06/07/2013	McMASTER CARR SUPPLY CO.	56.48
170361	06/07/2013	KAREN MC NULTY	109.58
170362	06/07/2013	MILLER MECHANICAL	225.00
170363	06/07/2013	MISSION HOSPITAL REG.MED.CTR. SOCFRC	562.32
170364	06/07/2013	NASCO MODESTO	24.19
170365	06/07/2013	NASFAA NATIONAL CONFERENCE	2,476.00
170366	06/07/2013	NORTH STATE ENVIRONMENTAL	884.29
170367	06/07/2013	OBJET INC.	930.16
170368	06/07/2013	OC Treasurer-Tax Collector	210.00
170369	06/07/2013	ORANGE COUNTY ELECTRIC, INC	13,111.00
170370	06/07/2013	ORKIN PEST CONTROL 711	1,062.50
170371	06/07/2013	OTHER WORLD COMPUTING ATTN: EDUCATIONAL ACCOUNTS	227.50
		Unpaid Sales Tax	18.20
		Expensed Amount	245.70
170372	06/07/2013	DAVID PUF AHL dba NEW VISION CONSTRUCTION	7,705.86
170373	06/07/2013	ORKIN PEST CONTROL 711	93.60

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Check Number	Check Date	Pay to the Order of	Check Amount
170374	06/07/2013	A-1 VISUAL SYSTEMS	1,462.96
170375	06/07/2013	ADAMSON POLICE PRODUCTS	1,293.50
170376	06/07/2013	AIRGAS WEST	288.46
170377	06/07/2013	AMERICAN RED CROSS ORANGE COUNTY CHAPTER	396.00
170378	06/07/2013	AUCA LOS ANGELES	127.14
170379	06/07/2013	ARS ENTERPRISES	356.38
170380	06/07/2013	ART SUPPLY WAREHOUSE	1,778.40
170381	06/07/2013	ADVANCE BEAUTY COLLEGE, INC.	35,141.63
170382	06/07/2013	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	50,548.79
170383	06/07/2013	B & H PHOTO VIDEO REMITTANCE PROCESSING	49.90
		Unpaid Sales Tax	3.99
		Expensed Amount	53.89
170384	06/07/2013	BAKER & TAYLOR	524.13
170385	06/07/2013	BESAFE TECHNOLOGIES, INC.	738.15
170386	06/07/2013	BIOMETRICS4ALL	960.00
170387	06/07/2013	BLACKBAUD, INC.	4,000.00
170388	06/07/2013	BRAVO SIGN & DESIGN	4,800.00
170389	06/07/2013	SPORT SUPPLY GROUP	652.76
170390	06/07/2013	KRISTEN BUSH	1,435.00
170391	06/07/2013	BUTLER CHEMICALS, INC.	396.32
170392	06/07/2013	CHEFS' TOYS	3,934.79
170393	06/07/2013	CLARUS CORPORATION	5,250.00
170394	06/07/2013	COAST FITNESS REPAIR SHOP	237.60
170395	06/07/2013	CULVER-NEWLIN, INC.	910.44
170396	06/07/2013	DE NAULT'S TRUE VALUE HARDWARE	100.02
170397	06/07/2013	DELL MARKETING L.P. C/O DELL USA L.P.	11,180.49
170398	06/07/2013	DirectV	109.99
170399	06/07/2013	DIVERSIFIED BUSINESS SERVICES	2,628.56
170400	06/07/2013	DIVERSIFIED BUSINESS SERVICES	1,525.32
170401	06/07/2013	DUNN-EDWARDS CORPORATION	854.27
170402	06/07/2013	FEDERAL EXPRESS	26.62
170403	06/07/2013	FREEWAY AUTO SUPPLY	62.93
170404	06/07/2013	SAMUEL FRENCH	1,125.00
170405	06/07/2013	FRY'S ELECTRONICS	906.95
170406	06/07/2013	SC ASSOCIATED STUDENT BODY	160.00
170407	06/07/2013	BENEFIT TRUST CO AS TRUSTEE FOR SOCCCD FUTURIS PUBLIC	5,000,000.00
170408	06/07/2013	AT&T	11.66
170409	06/07/2013	SAN DIEGO GAS & ELECTRIC	1,202.61
170410	06/07/2013	SOUTHERN CALIFORNIA EDISON CO.	2,354.76
170411	06/07/2013	SOUTHERN CALIFORNIA EDISON CO.	1,972.58
170412	06/07/2013	SOUTHERN CALIFORNIA EDISON CO.	185.92
170413	06/07/2013	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	1,400.00
170414	06/07/2013	UNION BANK OF CALIFORNIA ATTN: FINANCE DEPT.	1,082,543.86 *
		Cancelled on 06/07/2013, Cancel Register # AP06072013G	
170415	06/07/2013	XEROX CORPORATION	253.26

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Check Number	Check Date	Pay to the Order of	Check Amount
170416	06/07/2013	UNION BANK OF CALIFORNIA-PARS #13159404, TRUSTEE FOR PARS	1,082,543.86 *
Cancelled on 06/07/2013, Cancel Register # AP06072013H			
170417	06/10/2013	ALEXIA YOUNGER	138.00
170418	06/10/2013	ANN MARIE JOHNSON	92.00
170419	06/10/2013	ASHLEY SWANGO	92.00
170420	06/10/2013	AUSTYN LORENZ	138.00
170421	06/10/2013	BETTY BENSON	92.00
170422	06/10/2013	CARLY LUMBOITTIS	138.00
170423	06/10/2013	CAROLYN SANDINE	138.00
170424	06/10/2013	CARRIE NAVARRO	230.00
170425	06/10/2013	GINA GIANAKOPULOS	138.00
170426	06/10/2013	HEATHER WAREJKO	446.00
170427	06/10/2013	JACQUELINE MOUA	92.00
170428	06/10/2013	JACQUELINE SOBRAL	230.00
170429	06/10/2013	JEANINE ALGOSO-RAMERIZ	92.00
170430	06/10/2013	KATI JEFFRIES	92.00
170431	06/10/2013	LAURIE VARTANIAN	138.00
170432	06/10/2013	MARIA GONZALEZ	138.00
170433	06/10/2013	MARY MEISTER	138.00
170434	06/10/2013	MARY YNIGUEZ	138.00
170435	06/10/2013	MELINA ALFARO	92.00
170436	06/10/2013	MELODY PRADO	230.00
170437	06/10/2013	ROFYAH LE	92.00
170438	06/10/2013	RUTH LIN	92.00
170439	06/10/2013	SHIRIN MALEKROJAR	138.00
170440	06/10/2013	STEPHANIE MECHEM	92.00
170441	06/10/2013	TIFFANY DAWSON	138.00
170442	06/10/2013	TINA ALLEN	138.00
170443	06/10/2013	YOSHIKO OEHLERKING	92.00
170444	06/10/2013	NCS PEARSON, INC.	134.40
170445	06/10/2013	LILIANN PEREZ-STROUD	540.00
170446	06/10/2013	PETE'S ROAD SERVICE	266.20
170447	06/10/2013	POWER CLEANERS	171.96
170448	06/10/2013	PROGRESSIVE MEDICAL INT.	1,735.13
170449	06/10/2013	PROVANTAGE	696.32
			Unpaid Sales Tax <u>53.31</u>
			Expensed Amount <u>749.63</u>
170450	06/10/2013	QUEST DIAGNOSTICS	1,211.76
170451	06/10/2013	QUEZADA PRO LANDSCAPE, INC.	2,460.00
170452	06/10/2013	RICHARD THE THREAD EMPIRE TAPE COMPANY	919.71
170453	06/10/2013	SARGENT WELCH	485.01
170454	06/10/2013	VITO-LEONARDO SCAROLA	604.80
170455	06/10/2013	US BANK - PARS# 6745033300	1,082,543.86
170456	06/10/2013	VWR INTERNATIONAL, INC.	150.85
170457	06/10/2013	PACIFIC PARKING SYSTEMS, INC.	5,820.00 *
Reissued on 06/10/2013, Cancel Register # AP06102013C			
170458	06/10/2013	PASCO SCIENTIFIC	549.93 *
Reissued on 06/10/2013, Cancel Register # AP06102013C			
170459	06/10/2013	PHOENIX GROUP	1,236.58 *

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Check Number	Check Date	Pay to the Order of	Check Amount
		Reissued on 06/10/2013, Cancel Register # AP06102013C	
170460	06/10/2013	PRAXAIR DISTRIBUTION	80.60 *
		Reissued on 06/10/2013, Cancel Register # AP06102013C	
170461	06/10/2013	QUARK ENTERPRISES, INC.	768.01 *
		Reissued on 06/10/2013, Cancel Register # AP06102013C	
170462	06/10/2013	SMART LEVELS MEDIA	2,754.00 *
		Reissued on 06/10/2013, Cancel Register # AP06102013C	
170463	06/10/2013	CINDRA SMITH	2,273.93 *
		Reissued on 06/10/2013, Cancel Register # AP06102013C	
170464	06/10/2013	SO. COAST FIRE PROTECTION	150.00 *
		Reissued on 06/10/2013, Cancel Register # AP06102013C	
170465	06/10/2013	THEATRE COMPANY	725.38 *
		Reissued on 06/10/2013, Cancel Register # AP06102013C	
170466	06/10/2013	TRAFFIC MANAGEMENT INC.	466.88 *
		Reissued on 06/10/2013, Cancel Register # AP06102013C	
170467	06/10/2013	DIEMMY TRAN	240.00 *
		Reissued on 06/10/2013, Cancel Register # AP06102013C	
170468	06/10/2013	TUSTIN AWARDS, INC.	11.34 *
		Reissued on 06/10/2013, Cancel Register # AP06102013C	
170469	06/10/2013	WALTERS WHOLESALE ELECTRIC	3,159.06 *
		Reissued on 06/10/2013, Cancel Register # AP06102013C	
170470	06/10/2013	MICHAEL E. WILSON	12,036.00 *
		Reissued on 06/10/2013, Cancel Register # AP06102013C	
170471	06/10/2013	C/O WHS FOOTBALL PHIL FALCONE WOODBRIDGE HIGH SCHOOL	250.00 *
		Reissued on 06/10/2013, Cancel Register # AP06102013C	
170472	06/10/2013	PACIFIC PARKING SYSTEMS, INC.	5,820.00
170473	06/10/2013	PASCO SCIENTIFIC	549.93
170474	06/10/2013	PHOENIX GROUP	1,236.58
170475	06/10/2013	PRAXAIR DISTRIBUTION	80.60
170476	06/10/2013	QUARK ENTERPRISES, INC.	768.01
170477	06/10/2013	SMART LEVELS MEDIA	2,754.00
170478	06/10/2013	CINDRA SMITH	2,273.93
170479	06/10/2013	SO. COAST FIRE PROTECTION	150.00
170480	06/10/2013	THEATRE COMPANY	725.38
170481	06/10/2013	TRAFFIC MANAGEMENT INC.	466.88
170482	06/10/2013	DIEMMY TRAN	240.00
170483	06/10/2013	TUSTIN AWARDS, INC.	11.34
170484	06/10/2013	WALTERS WHOLESALE ELECTRIC	3,159.06
170485	06/10/2013	MICHAEL E. WILSON	12,036.00
170486	06/10/2013	C/O WHS FOOTBALL PHIL FALCONE WOODBRIDGE HIGH SCHOOL	250.00
170487	06/10/2013	ACADEMIC SENATE	385.00
170488	06/10/2013	ACADEMIC SENATE	385.00
170489	06/10/2013	ACADEMIC SENATE	385.00
170490	06/10/2013	BRITTANY ADAMS	587.00
170491	06/10/2013	DON BOWMAN	604.05
170492	06/10/2013	JANICE BROWN	144.74
170493	06/10/2013	JENNIFER GOLDEN	100.00
170494	06/10/2013	REBECCA GROFF	1,025.36
170495	06/10/2013	JORGE GUERRERO	100.00

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Check Number	Check Date	Pay to the Order of	Check Amount
170496	06/10/2013	GEORGINA GUY	607.98
170497	06/10/2013	RUBEN GUZMAN	155.45
170498	06/10/2013	JEFF KAUFMANN	613.93
170499	06/10/2013	CONNIE KIHYET	1,000.00
170500	06/10/2013	JAYNE KLUNDER	100.00
170501	06/10/2013	SARAH CHANG	100.00
170502	06/10/2013	CAROL LERMAN	100.00
170503	06/10/2013	JUNE MC LAUGHLIN	576.00
170504	06/10/2013	MIKI MIKOLAJCZAK	100.00
170505	06/10/2013	SHANNA MOORHOUSE	15.03
170506	06/10/2013	NCMPR	395.00
170507	06/10/2013	SARA NIEVES-LUCAS	100.00
170508	06/10/2013	ORLANTHA NIN	195.00
170509	06/10/2013	SHARON NUSSEMBAUM	100.00
170510	06/10/2013	JENNIFER RACHMAN	100.00
170511	06/10/2013	SHERATON PARK HOTEL RESORT	AT THE ANAHEIM 351.64
170512	06/10/2013	SHERATON PARK HOTEL RESORT	AT THE ANAHEIM 351.64
170513	06/10/2013	SHERATON PARK HOTEL RESORT	AT THE ANAHEIM 351.64
170514	06/10/2013	GLEN STEVENSON	28.00
170515	06/10/2013	VITAL LINK EDUCATION AND CONSORTIUM	BUSINESS 300.00
170516	06/10/2013	KEN WELCH	500.00
170517	06/10/2013	THE WESTIN NEW ORLEANS	CANAL PLACE 385.94
170518	06/10/2013	CHRISTOPHER WILKINSON	81.00
170519	06/10/2013	COLLEGESOURCE, INC.	979.00
170520	06/10/2013	COLLEGESOURCE, INC.	979.00
170521	06/11/2013	XEROX CORPORATION	20,822.83
170522	06/11/2013	JOYCE BARTLOMAIN	23.93
170523	06/11/2013	NANCY BRACKEN	331.09
170524	06/11/2013	JANICE BROWN	46.28
170525	06/11/2013	COONEY, NATALIE	79.10
170526	06/11/2013	TERESA FLUEGEMAN	170.40
170527	06/11/2013	JIM GASTON	78.76
170528	06/11/2013	LINDA GLEASON	53.25
170529	06/11/2013	GOENGINEER, INC.	2,829.60
170530	06/11/2013	DENNIS GORDON	45.77
170531	06/11/2013	ESTER GRAHAM	42.63
170532	06/11/2013	GEORGINA GUY	44.34
170533	06/11/2013	PATTY HELTON	15.26
170534	06/11/2013	IRVINE RANCH WATER DIST.	321.63
170535	06/11/2013	BILL JAY	47.32
170536	06/11/2013	JEMAL, TIMOTHY	62.69
170537	06/11/2013	BICHTUYEN JENSEN	45.77
170538	06/11/2013	JIST WORKS, INC.	1,215.43
170539	06/11/2013	SCOTT JOHNSON	1,000.00
170540	06/11/2013	MARY T. JONES	700.00

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Check Number	Check Date	Pay to the Order of	Check Amount
170541	06/11/2013	KAREN KELLEY	15.14
170542	06/11/2013	DAVIT S. KHACHATRYAN,	91.53
170543	06/11/2013	KNIGHTS EDGE LTD	1,661.95
170544	06/11/2013	TONI LAKOW	61.02
170545	06/11/2013	DAVID B. LANG	33.85
170546	06/11/2013	LAWNMOWERS ETC., LLC	78.20
170547	06/11/2013	JOE LIU	5.42
170548	06/11/2013	NICOLE LOFTUS	166.80
170549	06/11/2013	TEDDI LORCH	46.67
170550	06/11/2013	SHARON LOUIE	48.42
170551	06/11/2013	MAIN GRAPHICS	744.75
170552	06/11/2013	LORI MANGELS	112.44
170553	06/11/2013	TRACY MC CONNELL	46.33
170554	06/11/2013	ANITA MC DONALD	38.14
170555	06/11/2013	McLOGAN SUPPLY COMPANY, INC.	494.59
170556	06/11/2013	MUSIC THEATRE INTERNATIONAL	400.00
170557	06/11/2013	O'MEARA, MICHAEL	15.26
170558	06/11/2013	ORANGE COUNTY REGISTER	2,244.00
170559	06/11/2013	NANCY PADBERG	209.71
170560	06/11/2013	HEATHER PARK	27.02
170561	06/11/2013	SANDRA POPE	30.51
170562	06/11/2013	THOMAS JOHN PRENDERGAST	85.48
170563	06/11/2013	JAMES ROGERS	24.04
170564	06/11/2013	KAY RYALS	113.04
170565	06/11/2013	JOYCE SEMANIK	92.52
170566	06/11/2013	SOKHA SONG	95.09
170567	06/11/2013	WIRED PLANET ERIK JENSEN	150.00
170568	06/11/2013	JIM WRIGHT	186.01
170569	06/11/2013	RUBY HAZZARD	15.26
170570	06/11/2013	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH	1,092.00
170571	06/11/2013	EARL PAGAL	27.07
170572	06/11/2013	GERARD ALCAZAR	200.00
170573	06/11/2013	ALLIED REFRIGERATION INC	323.47
170574	06/11/2013	ALLIEDBARTON SECURITY SERVICES	1,690.40
170575	06/11/2013	AVALON TENT & PARTY	4,012.13
170576	06/11/2013	B & H PHOTO VIDEO REMITTANCE	157.50
		PROCESSING	
			Unpaid Sales Tax 12.60
			Expensed Amount 170.10
170577	06/11/2013	BLICK ART MATERIALS	160.79
170578	06/11/2013	ROBERT BLOOMFIELD	445.00
170579	06/11/2013	MARK BORDELON	61.57
170580	06/11/2013	NANCY BRACKEN	771.41
170581	06/11/2013	CALIFORNIA STAGE/LIGHTING, INC	172.00
170582	06/11/2013	COX COMMUNICATIONS	10.31
170583	06/11/2013	CARIE CRUZ	665.00
170584	06/11/2013	DANA POINT AQUATIC FOUNDATION	150.00
170585	06/11/2013	DE NAULT'S TRUE VALUE HARDWARE	104.06
170586	06/11/2013	DIVERSIFIED BUSINESS SERVICES	1,685.12

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Check Number	Check Date	Pay to the Order of	Check Amount
170587	06/11/2013	DOOLEY ENTERPRISES, INC.	994.86
170588	06/11/2013	SPARKLETTS	861.35
170589	06/11/2013	SPARKLETTS	1,448.62
170590	06/11/2013	ARLENE ERICKSON	240.00
170591	06/11/2013	EXPERIAN	77.00
170592	06/11/2013	FEDERAL EXPRESS	35.87
170593	06/11/2013	FINISHED RESULTS CHRISTOPHER T. DRESCHER	400.00
170594	06/11/2013	SAMUEL FRENCH	7,005.00
170595	06/11/2013	DAIRY DEPOT	105.10
170596	06/11/2013	DISCOUNT SCHOOL SUPPLY	1,306.24
170597	06/11/2013	THE HILLS HOTEL	777.60
170598	06/11/2013	AT & T	71.15
170599	06/11/2013	AT & T	29.41
170600	06/11/2013	AT & T	35.84
170601	06/11/2013	AT&T	10.49
170602	06/11/2013	ACSIG/EDGE	139,329.82
170603	06/11/2013	ACSIG/EDGE	42,899.08
170604	06/11/2013	HYATT LEGAL	7,237.60
170605	06/11/2013	PRUDENTIAL INSURANCE COMPANY OF AMERICA	26,784.09
170606	06/11/2013	PRUDENTIAL INSURANCE COMPANY OF AMERICA	14,895.61
170607	06/11/2013	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	1,259,167.00
170608	06/11/2013	UNUM LIFE INSURANCE COMPANY	2,943.36
170609	06/11/2013	UNUM LIFE INSURANCE COMPANY	1,499.65
170610	06/11/2013	UNITED BEHAVIORAL HEALTH U.S. BEHAVIORAL HEALTH PLAN	3,120.18
170611	06/11/2013	ACSIG/EDGE	5,852.10
170612	06/11/2013	ACSIG/EDGE	23,223.36
170613	06/11/2013	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	343,857.00
170614	06/11/2013	SMART LEVELS MEDIA	8,584.15
170615	06/11/2013	PENHALL RENTALS	124.97
170616	06/11/2013	EMMA PEREZ	360.00
170617	06/11/2013	A QUARTER BLUE	560.00
170618	06/11/2013	S & B FOODS CATERING DIVISION	35.59
170619	06/11/2013	ANGELA SANTOS	180.00
170620	06/11/2013	FHEG - SADDLEBACK BOOKSTORE STORE NO. 296	1,856.00
170621	06/11/2013	GUISELLE SCOTT	105.00
170622	06/11/2013	SEHI PROCOMP COMPUTER PRODUCTS	2,506.70
170623	06/11/2013	SHOOT-A-WAY INC	6,225.00
		Unpaid Sales Tax	460.00
		Expensed Amount	6,685.00
170624	06/11/2013	STUDENT INSURANCE CO.	82,385.00
170625	06/11/2013	TUSTIN UNIFIED SCHOOL DISTRICT	573.78
170626	06/11/2013	UNITED RENTALS	492.57
170627	06/11/2013	VALPAR INTERNATIONAL CORP.	895.00
170628	06/11/2013	LUIS MAURICIO VASQUEZ	875.00
170629	06/11/2013	WALTERS WHOLESALE ELECTRIC	646.50
170630	06/11/2013	LISA WORKMAN	50.00
170631	06/11/2013	XEROX CORPORATION	995.82

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Check Number	Check Date	Pay to the Order of	Check Amount
170632	06/11/2013	YABLA, INC.	598.00
170633	06/11/2013	MARK ZANDONELLA	255.00
170634	06/11/2013	SMART & FINAL	269.56
170635	06/11/2013	FHEG - SADDLEBACK BOOKSTORE STORE NO. 296	100.00
170636	06/12/2013	DOUBLETREE HOTEL BY HILTON HOTEL DES MOINES AIRPORT	189.28
170637	06/12/2013	SHAUN MC GINLEY	140.00
170638	06/12/2013	PENN CORPORATE RELOCATION SERVICES, INC.	126.00 *
Cancelled on 06/12/2013, Cancel Register # AP06122013F			
170639	06/12/2013	PRAXAIR DISTRIBUTION	64.82 *
Cancelled on 06/12/2013, Cancel Register # AP06122013F			
170640	06/12/2013	PSYCHOLOGICAL CONSULTING ASSOCIATES, INC.	350.00
170641	06/12/2013	PYRO-COMM SYSTEMS	240.00
170642	06/12/2013	R & R INDUSTRIES, INC.	463.84
170643	06/12/2013	R. M. SYSTEMS, INC.	456.00
170644	06/12/2013	RICHARD THE THREAD EMPIRE TAPE COMPANY	71.10
170645	06/12/2013	SARS SOFTWARE PRODUCTS, INC.	85.81
170646	06/12/2013	SIEMENS INDUSTRY INC.	245.00
170647	06/12/2013	SOUTHERN CALIFORNIA GAS CO.	2,406.25
170648	06/12/2013	SOUTHERN CALIFORNIA GAS CO.	1,204.98
170649	06/12/2013	SOUTHERN CALIFORNIA GAS CO.	46.18
170650	06/12/2013	STANCIL CORPORATION	1,958.00
170651	06/12/2013	SUNNY COMMUNICATIONS, INC.	23,475.00 *
Cancelled on 06/12/2013, Cancel Register # AP06122013F			
170652	06/12/2013	TOWNSEND PUBLIC AFFAIRS, INC ATTN:CHRISTOPHER TOWNSEND	3,500.00
170653	06/12/2013	UNITED SITE SERVICES OF CALIFORNIA, INC.	377.78
170654	06/12/2013	UNIVERSAL SPECIALTIES, INC.	736.06
170655	06/12/2013	W A X I E	223.56
170656	06/12/2013	SO. ORANGE CO. COMM. COL. DIST	2,190.00
170657	06/12/2013	PENN CORPORATE RELOCATION SERVICES, INC.	126.00
170658	06/12/2013	PRAXAIR DISTRIBUTION	64.82
170659	06/12/2013	SUNNY COMMUNICATIONS, INC.	23,475.00
			Unpaid Sales Tax 1,824.00
			Expensed Amount 25,299.00
170660	06/13/2013	DR. ROBERT BRAMUCCI	233.64
170661	06/13/2013	C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB	10,503.00
170662	06/13/2013	ENAMIX, INC.	5,256.00
170663	06/13/2013	HAITBRINK ASPHALT PAVING, INC.	80,615.00
170664	06/13/2013	JOYCE INSPECTION & TESTING	6,048.00
170665	06/13/2013	NEUDESIC, LLC	72,626.00
170666	06/13/2013	NIMBLE CONSULTING	10,125.00
170667	06/13/2013	QUEST ENERGY GROUP, LLC	70.00
170668	06/13/2013	PADHRAIC SMYTH	8,000.00
170669	06/13/2013	SYNERGY SOFTWARE SOLUTIONS	6,308.00
170670	06/13/2013	MINDIA GABICHVADZE	1,416.66
170671	06/13/2013	HOME DEPOT CREDIT SERVICES	2,546.52
170672	06/13/2013	IRVINE RANCH WATER DIST.	8,405.15
170673	06/13/2013	KE DESIGNS	7,500.00

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Check Number	Check Date	Pay to the Order of	Check Amount
170674	06/13/2013	ERIN KIM	35.00
170675	06/13/2013	MORITAKA KINA	240.00
170676	06/13/2013	KNORR SYSTEMS, INC.	774.24
170677	06/13/2013	KRATOS HBE	1,240.30
170678	06/13/2013	MOLLY KRUGER	20.94
170679	06/13/2013	MARK KRUHMIN	61.53
170680	06/13/2013	KUBOTA TRACTOR CORPORATION	18,949.90
170681	06/13/2013	LEARNING SEED	775.75
		Unpaid Sales Tax	58.00
		Expensed Amount	833.75
170682	06/13/2013	LIEBERT CASSIDY WHITMORE	137.50
170683	06/13/2013	MAIN GRAPHICS	2,280.50
170684	06/13/2013	MIROSLAVA MANCHIK	342.90
170685	06/13/2013	MC KESSON MEDICAL SURGICAL	394.74
170686	06/13/2013	ORANGE COUNTY REGISTER	950.00
170687	06/13/2013	ORKIN PEST CONTROL 711	2,759.00
170688	06/13/2013	HOME DEPOT CREDIT SERVICES	296.73
170689	06/13/2013	MC KESSON MEDICAL SURGICAL	245.99
170690	06/14/2013	CAL UNITED CONSTRUCTION GROUP	21,402.00
170691	06/14/2013	G & K SERVICES	176.13
170692	06/14/2013	GALLS INC. %GALLS RETAIL CA LOCK BOX	198.68
170693	06/14/2013	JULIE GENTILE	240.00
170694	06/14/2013	GKKWORKS	13,127.12
170695	06/14/2013	JOAN GOODSPEED	224.75
170696	06/14/2013	GOODWILL INDUSTRIES OF ORANGE COUNTY	11,985.00
170697	06/14/2013	GRACE EVANGELICAL LUTHERAN CHURCH	450.00
170698	06/14/2013	GRANICUS, INC.	29,776.44
170699	06/14/2013	GREEN THUMB INTERNATIONAL	188.70
170700	06/14/2013	HAITBRINK ASPHALT PAVING, INC.	4,870.00
170701	06/14/2013	HIGHER ONE INC.	258.40
170702	06/14/2013	HILLYARD FLOOR CARE SUPPLY HILLYARD/LOS ANGELES	156.73
170703	06/14/2013	CHRIS HOGSTEDT	168.32
170704	06/14/2013	HORIZON	203.75
170705	06/14/2013	HUFCOR AIRWALL	2,560.00
170706	06/14/2013	HUMANSCALE	820.59
170707	06/14/2013	JOANNA HUSSEY	60.00
170708	06/14/2013	IBM	2,354.00
170709	06/14/2013	IRVINE PIPE & SUPPLY	123.32
170710	06/14/2013	IRVINE VALLEY COLLEGE BOOKSTORE No. 895	770.21
170711	06/14/2013	EFAX CORPORATE c/o J2 GLOBAL, INC.	148.10
170712	06/14/2013	JOHNSTONE SUPPLY	584.44
170713	06/14/2013	KRATOS HBE	668.21
170714	06/14/2013	MARK KRUHMIN	399.00
170715	06/14/2013	LAGUNA CLAY CO.	866.16
170716	06/14/2013	LAGUNA GRAPHIC ARTS, INC.	612.36
170717	06/14/2013	LAURA'S INT PLANTSCAPE SERV	222.68
170718	06/14/2013	LAWNMOWERS ETC., LLC	102.99
170719	06/14/2013	JOE LIU	138.00

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170720	06/14/2013	LOOMIS, FARGO & COMPANY	697.47
170721	06/14/2013	MARKERTEK VIDEO SUPPLY 1 TOWER DRIVE	1,189.39
		Unpaid Sales Tax	95.15
		Expensed Amount	1,284.54
170722	06/14/2013	MATERIAL SALES UNLIMITED	1,890.00
170723	06/14/2013	J. M. MC CONKEY CO.	1,239.93
170724	06/14/2013	McMASTER CARR SUPPLY CO.	539.09
170725	06/14/2013	MICRO CENTER A/R	21.59
170726	06/14/2013	MILCHIKER, MARCIA	39.99
170727	06/14/2013	DAVID MILLER	50.00
170728	06/14/2013	SOPHIE MILLER	930.78
170729	06/14/2013	JOHN MORRISON	1,845.28
170730	06/14/2013	MOTOROLA SOLUTIONS, INC.	58,324.83
170731	06/14/2013	MOULTON-NIGUEL WATER DIST.	12,394.76
170732	06/14/2013	ORANGE COUNTY BUSINESS COUNCIL	5,000.00
170733	06/14/2013	LAGUNA GRAPHIC ARTS, INC.	42.12
170734	06/17/2013	G & K SERVICES	114.34
170735	06/17/2013	GALLS INC. %GALLS RETAIL CA LOCK BOX	2,238.12
170736	06/17/2013	GOODWILL INDUSTRIES OF ORANGE COUNTY	130.00
170737	06/17/2013	LISA JANE GORE	309.87
170738	06/17/2013	GRACE TRAINING SUPPLY	3,550.25
		Unpaid Sales Tax	267.44
		Expensed Amount	3,817.69
170739	06/17/2013	HAM RADIO OUTLET	500.00
170740	06/17/2013	OC Treasurer-Tax Collector	14,150.00
170741	06/17/2013	ORANGE COUNTY REGISTER	420.00
170742	06/17/2013	ORKIN PEST CONTROL 711	7,479.00
170743	06/17/2013	ORKIN PEST CONTROL 711	93.60
170744	06/17/2013	MICHAEL LOWELL MC CORMICK	463.68
170745	06/17/2013	ACADEMIC SENATE	385.00
170746	06/17/2013	YOLANDA GOULDSMITH	1,400.00
170747	06/17/2013	JERRY HANNULA	747.01
170748	06/17/2013	KIM MC CORD	337.80
170749	06/17/2013	DONNA RANE-SZOSTAK	311.80
170750	06/17/2013	TAMERA RICE	234.80
170751	06/17/2013	KAREN TAYLOR	1,000.00
170752	06/17/2013	EDWIN TIONGSON	6,850.14
170753	06/17/2013	ALTERNATIVE DELIVERY SOLUTIONS	13,300.00
170754	06/17/2013	ALVAREZ & MARSAL REAL ESTATE ADVISORY SERV.	22,295.56
170755	06/17/2013	DIV. OF THE STATE ARCHITECT HEADQUARTERS	8,454.68
170756	06/17/2013	DOUGHERTY + DOUGHERTY ARCHITECTS LLP	14,840.80
170757	06/17/2013	MARIST COLLEGE INFORMATION TECHNOLOGY	6,500.00
170758	06/17/2013	PARSONS BRINCKERHOFF, INC.	1,995.71
170759	06/17/2013	S & B FOODS CATERING DIVISION	35.32
170760	06/17/2013	S & B FOODS CATERING DIVISION	192.67
170761	06/17/2013	AT&T	1,649.84 *
	Cancelled on 06/17/2013, Cancel Register # AP06172013D		
170762	06/17/2013	AT&T	5,768.94

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Check Number	Check Date	Pay to the Order of	Check Amount
170763	06/17/2013	AT&T	11.64
170764	06/17/2013	AT&T	11.77
170765	06/17/2013	SOUTHERN CALIFORNIA EDISON CO.	71.68
170766	06/17/2013	SOUTHERN CALIFORNIA GAS CO.	19.70
170767	06/17/2013	PEP BOYS REMITTANCE DEPARTMENT	6,552.88
170768	06/17/2013	PRENDERGAST, T. J.	64.99
170769	06/17/2013	QUALITY OFFICE FURNISHINGS	1,200.00
170770	06/17/2013	ALLSTEEL, INC.	24,220.08
170771	06/17/2013	RICOH USA, INC.	1,277.92
170772	06/17/2013	SHRED-IT USA-SAN DIEGO	306.60
170773	06/17/2013	SMART & FINAL	72.65
170774	06/17/2013	SOUTHLAND INSTRUMENTS, INC.	865.89
170775	06/17/2013	VIDEO INSIGHT INC	12,727.00
		Unpaid Sales Tax	1,018.16
		Expensed Amount	13,745.16
170776	06/17/2013	WARD'S NATURAL SCIENCE	135.00
170777	06/17/2013	PRAXAIR DISTRIBUTION	162.83
170778	06/17/2013	QUICK CAPTION	412.50
170779	06/17/2013	SEHI PROCOMP COMPUTER PRODUCTS	185.50
170780	06/17/2013	SHOOT-A-WAY INC	165.00
		Unpaid Sales Tax	11.60
		Expensed Amount	176.60
170781	06/17/2013	SHRED-IT USA-SAN DIEGO	112.88
170782	06/17/2013	SIXTEN, INC. dba SIXTEN & ASSOC.	1,492.66
170783	06/17/2013	TRAFFIC MANAGEMENT INC.	1,093.55
170784	06/17/2013	TROXELL COMMUNICATIONS, INC.	5,138.81
170785	06/17/2013	UNITED SITE SERVICES OF CALIFORNIA, INC.	960.90
170786	06/17/2013	USITT	270.00
170787	06/17/2013	VENTEK INTERNATIONAL	315.00
170788	06/17/2013	JODY WALLACE	210.00
170789	06/18/2013	A&M CHURCH & SCHOOL FURNITURE	2,885.48
170790	06/18/2013	AAA ACCESS SMOG	50.00
170791	06/18/2013	ADCLUB ADVERTISING SERVICE	8,353.40
170792	06/18/2013	AIRGAS WEST	135.19
170793	06/18/2013	ALLIEDBARTON SECURITY SERVICES	1,463.44
170794	06/18/2013	AMERICAN RED CROSS ORANGE COUNTY CHAPTER	708.00
170795	06/18/2013	ARC AMER. REPROGRAPHICS CO.	12.98
170796	06/18/2013	ADVANTA ENERGY	800.00
170797	06/18/2013	BAKER & TAYLOR	4,910.14
170798	06/18/2013	BEST BUY BUSINESS ADVANTAGE	330.32
170799	06/18/2013	BLACKBAUD, INC.	4,000.00
170800	06/18/2013	BLICK ART MATERIALS	72.45
170801	06/18/2013	BOUNDLESS NETWORK	501.55
170802	06/18/2013	SANDRA K. BUTCHER	769.12
170803	06/18/2013	FOUNDATION FOR CA. COMM. COLL ATTN: TRACIE CALLAHAN/FUSION	16,768.70
170804	06/18/2013	CALIFORNIA STAGE/LIGHTING, INC	32,484.76
170805	06/18/2013	CDW GOVERNMENT, INC.	29,226.58

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Check Number	Check Date	Pay to the Order of	Check Amount
170806	06/18/2013	CLAIRE CESAREO-SILVA	241.50
170807	06/18/2013	CHEFS' TOYS	1,936.82
170808	06/18/2013	CLUB CAR, INC.	188.39
170809	06/18/2013	COLLEGE BRAIN TRUST	43,971.75
170810	06/18/2013	CORD COMMUNICATIONS	523.13
170811	06/18/2013	COX COMMUNICATIONS	4,016.38
170812	06/18/2013	COX COMMUNICATIONS	2,119.36
170813	06/18/2013	EDWIN DAVIS	54.00
170814	06/18/2013	DELL MARKETING L.P. C/O DELL USA L.P.	1,625.16
170815	06/18/2013	DEMCO INC.	69.64
170816	06/18/2013	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE, CASHIERING	2,451.00
170817	06/18/2013	DRAMATISTS PLAY SERVICE, INC.	1,275.00
170818	06/18/2013	SPARKLETTS	53.45
170819	06/18/2013	ED DURST	400.00
170820	06/18/2013	EBERHARD EQUIPMENT	269.56
170821	06/18/2013	FERGUSON ENTERPRISES INC #1350	127.72
170822	06/18/2013	DEBORAH FRICKE	180.00
170823	06/18/2013	MOBARIK HANEEF	400.00
170824	06/18/2013	OFFICEMAX CONTRACT INC.	14,791.87
170825	06/18/2013	OFFICEMAX CONTRACT INC.	31,699.33
170826	06/18/2013	SHELL FLEET CARD SERVICES PROCESSING CENTER	3,022.77
170827	06/18/2013	ALBERTSONS PURCHASE ADVANTAGE CARD	251.76
170828	06/18/2013	CDW GOVERNMENT, INC.	121.22
170829	06/18/2013	DAIRY DEPOT	46.11
170830	06/18/2013	FACILITIES PLANNING & PROGRAM SERVICES, INC	5,440.00
170831	06/18/2013	HAITBRINK ASPHALT PAVING, INC.	554.00
170832	06/18/2013	THE HILLS HOTEL	1,250.00
170833	06/18/2013	i3 SOLUTIONS	11,500.00
170834	06/18/2013	JOYCE INSPECTION & TESTING	6,720.00
170835	06/18/2013	PRESIDIO NETWORKED SOLUTIONS	41,630.00
170836	06/18/2013	PUBLIC ECONOMICS, INC.	13.13
170837	06/18/2013	QUEZADA PRO LANDSCAPE, INC.	38,490.00
170838	06/18/2013	S & B FOODS CATERING DIVISION	106.54
170839	06/18/2013	S & B FOODS CATERING DIVISION	102.17
170840	06/18/2013	STRATA INFORMATION GROUP	800.00
170841	06/18/2013	AT & T	63.08
170842	06/18/2013	SOUTHERN CALIFORNIA EDISON CO.	2,436.79
170843	06/18/2013	SOUTHERN CALIFORNIA EDISON CO.	10,034.89
170844	06/18/2013	SOUTHERN CALIFORNIA EDISON CO.	19,977.22
170845	06/18/2013	SOUTHERN CALIFORNIA GAS CO.	15,688.89
170846	06/18/2013	VERIZON	166.83
170847	06/18/2013	POSTMASTER	21,720.00
170848	06/19/2013	AAA ELECTRIC MOTOR SALES	472.69
170849	06/19/2013	AIRGAS WEST	266.45
170850	06/19/2013	ALLIEDBARTON SECURITY SERVICES	1,463.44
170851	06/19/2013	AMTECH ELEVATOR SERVICES	7,036.50
170852	06/19/2013	APEX AUDIO	199.00

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170853	06/19/2013	JACK APPELMAN	3,725.59
170854	06/19/2013	BAD TO THE BONE BBQ	753.30
170855	06/19/2013	BOUNDLESS NETWORK	3,763.75
170856	06/19/2013	CALIFORNIA STAGE/LIGHTING, INC	46.98
170857	06/19/2013	CARQUEST AUTO PARTS	63.62
170858	06/19/2013	CDW GOVERNMENT, INC.	5,624.82
170859	06/19/2013	CINTAS CORPORATION	60.00
170860	06/19/2013	COX COMMUNICATIONS	2,352.37
170861	06/19/2013	CR&R INC.	4,227.68
170862	06/19/2013	DANA POINT YACHT MAINTENANCE	68.80
170863	06/19/2013	JEFF DORSZ	655.88
170864	06/19/2013	EBERHARD EQUIPMENT	87.33
170865	06/19/2013	EPLUS	2,924.62
170866	06/19/2013	FACILITY SERVICES PARTNERS	15,342.85
170867	06/19/2013	FEDERAL EXPRESS	100.28
170868	06/19/2013	FERGUSON ENTERPRISES INC #1350	613.01
170869	06/19/2013	FOSTER CARE AUXILIARY OF OC	120.00
170870	06/19/2013	FREEWAY AUTO SUPPLY	31.48
170871	06/19/2013	BCH WATERWORKS	135.00
170872	06/19/2013	CORAL FELICIANO MORA	560.00
170873	06/19/2013	DAVID D. GATEWOOD	15.45
170874	06/19/2013	GILBERT & STEARNS, INC.	715.00
170875	06/19/2013	HAITBRINK ASPHALT PAVING, INC.	1,575.00
170876	06/19/2013	HERTZ EQUIPMENT RENTAL	13,598.90
170877	06/19/2013	HUMANSCALE	713.02
170878	06/19/2013	INDUSTRIAL METAL SUPPLY CO.	1,603.15
170879	06/19/2013	IRVINE PIPE & SUPPLY	217.58
170880	06/19/2013	FHEG IVC BOOKSTORE STORE 895	1,500.93
170881	06/19/2013	JAY, BILL	171.49
170882	06/19/2013	JEMAL, TIMOTHY	109.26
170883	06/19/2013	KAREN KELLEY	37.80
170884	06/19/2013	KIEFER	622.20
		Unpaid Sales Tax	49.78
		Expensed Amount	671.98
170885	06/19/2013	MORITAKA KINA	990.00
170886	06/19/2013	MARK KRUHMIN	25.23
170887	06/19/2013	GARY I. KUSUNOKI	130.00
170888	06/19/2013	LANG, DAVID B.	256.35
170889	06/19/2013	MIROSLAVA MANCHIK	488.22
170890	06/19/2013	MAPS.COM	500.53
170891	06/19/2013	MAQUINSAL SEWING MACHINE CO.	598.82
170892	06/19/2013	MARKERTEK VIDEO SUPPLY 1 TOWER DRIVE	765.99
		Unpaid Sales Tax	61.28
		Expensed Amount	827.27
170893	06/19/2013	MARSHALL MATERIALS	832.58
170894	06/19/2013	MICHAEL LOWELL MC CORMICK	90.30
170895	06/19/2013	DAYLE McINTOSH CENTER FOR THE DISABLED	248.00
170896	06/19/2013	McLOGAN SUPPLY COMPANY, INC.	112.90
170897	06/19/2013	MILCHIKER, MARCIA	39.99

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170898	06/19/2013	MILLENNIUM BUSINESS SERVICES Marty Cohn	382.64
170899	06/19/2013	FERNANDA P. MORTON	120.00
170900	06/19/2013	NAT'L ASSOC. OF BROADCASTERS	360.00
170901	06/19/2013	NEWPORT-MESA USD ACCOUNTING-FISCAL SVC	284.25
170902	06/19/2013	CANON SOLUTIONS AMERICA	151.83
170903	06/19/2013	OCEANSIDE PHOTO & TELESCOPE	519.31
170904	06/19/2013	OCLC, INC. DEPT #34299	519.29
170905	06/19/2013	KEENAN & ASSOCIATES ACCOUNTS RECEIVABLE	3,500.00
170906	06/19/2013	PADBERG, NANCY	111.98
170907	06/19/2013	PETCO ANIMAL SUPPLIES, INC.	35.27
170908	06/19/2013	PHOENIX GROUP	1,244.82
170909	06/19/2013	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	791.00
170910	06/19/2013	PRESTIGE GOLF CARS	24,253.28
170911	06/19/2013	PSYCHOLOGICAL CONSULTING ASSOCIATES, INC.	350.00
170912	06/19/2013	QUEST DIAGNOSTICS	1,577.30
170913	06/19/2013	ROYAL PLYWOOD CO., LLC	1,998.40
170914	06/19/2013	S & B FOODS CATERING DIVISION	34.51
170915	06/19/2013	S & B FOODS CATERING DIVISION	897.05
170916	06/19/2013	S & B FOODS CATERING DIVISION	684.67
170917	06/19/2013	S & B FOODS CATERING DIVISION	128.36
170918	06/19/2013	SAFEWAY, INC.	87.03
170919	06/19/2013	WARD'S SCIENCE	3,664.63
170920	06/19/2013	SCOTT, JARED	1,300.00
170921	06/19/2013	CHARLES C. STILL SECURE LIVE SCAN	75.00
170922	06/19/2013	SMART & FINAL	53.82
170923	06/19/2013	BLAKE STEPHENS	59.86
170924	06/19/2013	STUDENT INSURANCE CO.	145,178.00
170925	06/19/2013	TROXELL COMMUNICATIONS, INC.	634.56
170926	06/19/2013	U.S. DATA TRUST CORPORATION	6,000.00
170927	06/19/2013	U.S. GREEN BUILDING COUNCIL	300.00
170928	06/19/2013	UNITED SITE SERVICES OF CALIFORNIA, INC.	270.46
170929	06/19/2013	USI EDUCATION AND GOVERNMENT SALES	140.96
170930	06/19/2013	VIDEO INSIGHT INC	4,445.40
170931	06/19/2013	MARY ZIMMERMAN C/O BRET ADAMS, LTD	1,200.00
170932	06/19/2013	SADDLEBACK APPLIANCES	1,294.92
170933	06/19/2013	ACADEMIC SENATE	385.00
170934	06/19/2013	ACCCA	1,875.00
170935	06/19/2013	JUAN AVALOS	139.69
170936	06/19/2013	KIMBERLY BELL	100.00
170937	06/19/2013	CARTWRIGHT HOTEL	321.50
170938	06/19/2013	MONIKA CONNOLLY	291.89
170939	06/19/2013	FRED MILLS TRAINING SOLUTIONS	450.00
170940	06/19/2013	FARIDA GABDRAKHMANOVA	373.49
170941	06/19/2013	KAREN MARTIN	195.00
170942	06/19/2013	EMILY QUINLAN	250.54
170943	06/19/2013	TIMOTHY REAM	700.00
170944	06/19/2013	HEDY RENFRO	195.36
170945	06/19/2013	LIZA RIOS	700.00
170946	06/19/2013	UNIV SAN DIEGO-SOLES LEADERSHIP STUD-WLA	899.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Check Number	Check Date	Pay to the Order of	Check Amount
170947	06/19/2013	DIANE WENZEL	500.00
170948	06/19/2013	B & P SERVICES, INC.	37,890.00
170949	06/19/2013	ENVIRON INTERNATIONAL CORP.	3,496.41
170950	06/19/2013	GKKWORKS	1,386.62
170951	06/19/2013	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH	93,816.54
170952	06/19/2013	MC KENNA LONG & ALDRIDGE, LLP	2,084.00
170953	06/19/2013	ORANGE COUNTY REGISTER	1,026.00
170954	06/19/2013	PENCO ENGINEERING	19.25
170955	06/19/2013	QUEZADA PRO LANDSCAPE, INC.	8,610.00
170956	06/19/2013	STRATA INFORMATION GROUP	8,851.43
170957	06/19/2013	UNITED SITE SERVICES OF CALIFORNIA, INC.	818.64
170958	06/19/2013	MARY ANSTADT	59.19
170959	06/19/2013	LUCY BROWN	23.90
170960	06/19/2013	ANN BUCKLEY	38.14
170961	06/19/2013	ELIZABETH CIPRES	29.86
170962	06/19/2013	GALLS INC. %GALLS RETAIL CA LOCK BOX	20.89
170963	06/19/2013	LESLIE ANN HENRICKSON GARGIULO	1,354.21
170964	06/19/2013	GEORGINA GUY	24.07
170965	06/19/2013	DONNA L. HOLLAND	167.92
170966	06/19/2013	HOME DEPOT CREDIT SERVICES	665.60
170967	06/19/2013	IRVINE PIPE & SUPPLY	34.84
170968	06/19/2013	FHEG IVC BOOKSTORE STORE 895	506.25
170969	06/19/2013	LAGUNA GRAPHIC ARTS, INC.	38.16
170970	06/19/2013	LAGUNA WOODS VILLAGE POTTERS	1,128.00
170971	06/19/2013	DIANE LEWIS	1,671.58
170972	06/19/2013	GLENDA LINDAHL	19.12
170973	06/19/2013	MARATHON INK SCREENPRINTING & EMBROIDERY	8,051.40
170974	06/19/2013	MINDJET LLC	47.40
170975	06/19/2013	ORANGE CO. FARM SUPPLY	2,035.60
170976	06/19/2013	OC JEWISH LIFE	1,200.00
170977	06/19/2013	ORANGE COUNTY SCHOOL BOARDS ASSOCIATION	125.00
170978	06/19/2013	OC TREASURER-TAX COLL REVENUE RECOVERY	9,920.00
170979	06/19/2013	ORANGE COAST FENCE COMPANY	5,892.00
170980	06/19/2013	ORIENTAL TRADING COMPANY, INC.	159.88
		Unpaid Sales Tax	11.43
		Expensed Amount	171.31
170981	06/19/2013	ORKIN PEST CONTROL 711	390.00
170982	06/19/2013	ROBINSON, DAVID	10.03
170983	06/19/2013	FELICIA STINSON	115.83
170984	06/19/2013	BRUCE HAGAN	91.53
170985	06/19/2013	VENDINI, INC.	195.00
170986	06/19/2013	FRANK TOMSIC	1,870.29
170987	06/19/2013	PARKWAY LAWNMOWER SHOP	751.55
170988	06/19/2013	POWER FORD TUSTIN	210.38
170989	06/19/2013	QUALITY OFFICE FURNISHINGS	2,276.64
170990	06/19/2013	QUEZADA PRO LANDSCAPE, INC.	1,760.00
170991	06/19/2013	S & B FOODS CATERING DIVISION	113.24
170992	06/19/2013	S & B FOODS CATERING DIVISION	346.09
170993	06/19/2013	SADDLEBACK GOLF CARS, INC.	385.11

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Check Number	Check Date	Pay to the Order of	Check Amount
170994	06/19/2013	W A X I E	1,736.15
170995	06/19/2013	WOODEN CAMERA LLC	208.50
		Unpaid Sales Tax	15.92
		Expensed Amount	224.42
170996	06/19/2013	JOHN RICHARDS	50.78
170997	06/20/2013	Southern California Edison AR Division Rm G-44	1,000.00
170998	06/20/2013	AARDVARK CLAY AND SUPPLIES	4,065.33
170999	06/20/2013	MARIANNE S. CASTANO BISHOP	904.54
171000	06/20/2013	CALIFORNIA AUTO BODY SHOP SUPPLIES	39.55
171001	06/20/2013	CALIFORNIA ETEC	2,250.00
171002	06/20/2013	CAPISTRANO SEWING MACHINE CO	764.92
171003	06/20/2013	CR&R INC.	963.00
171004	06/20/2013	ELDON TROPICALS	54.50
		Unpaid Sales Tax	3.52
		Expensed Amount	58.02
171005	06/20/2013	FRY'S ELECTRONICS	944.53
171006	06/20/2013	ALEJANDRA TOVAR	150.00
171007	06/20/2013	ALEXIS HAWRYSZ	75.00
171008	06/20/2013	ALEXIS HAWRYSZ	250.00
171009	06/20/2013	AMBREEA BAIG	425.00
171010	06/20/2013	ANTANIA MITCHELL	50.00
171011	06/20/2013	ANTONIETO LOPEZ	75.00
171012	06/20/2013	BELEN GARCIA DE LA VEGA	75.00
171013	06/20/2013	BERTHA HART	75.00
171014	06/20/2013	CARMEN SERRANO	50.00
171015	06/20/2013	CAROLYN CHUNG	225.00
171016	06/20/2013	CATHERINE SCHWAB	50.00
171017	06/20/2013	DILANI WIJAYAWEERA	75.00
171018	06/20/2013	DILANI WIJAYAWEERA	100.00
171019	06/20/2013	ELIZABETH MEDINA	50.00
171020	06/20/2013	FELICIA VARGAS	150.00
171021	06/20/2013	GABRIELA AVALOS DE GILES	75.00
171022	06/20/2013	GUADALUPE ESPARZA	75.00
171023	06/20/2013	HIEN TRAN	175.00
171024	06/20/2013	HOMAIRA ASHRAFANIA	75.00
171025	06/20/2013	JEANETTE GARCIA	150.00
171026	06/20/2013	JOHN LE	175.00
171027	06/20/2013	JULIE SALERNO	150.00
171028	06/20/2013	JULIE SALERNO	150.00
171029	06/20/2013	LESLIE HEAD	75.00
171030	06/20/2013	LUCIA WAI	150.00
171031	06/20/2013	LYNN HOE	225.00
171032	06/20/2013	MARGARET BREAKFIELD	50.00
171033	06/20/2013	MARTINE SPECKLER	25.00
171034	06/20/2013	MARY DARDIS	150.00
171035	06/20/2013	OLIVIA ANDERSON	100.00
171036	06/20/2013	RACHEL LEE	150.00
171037	06/20/2013	RACHEL LEE	150.00
171038	06/20/2013	ROSHIKA RUHUNAGE	75.00

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Checks Dated 05/29/2013 through 07/01/2013

Check Number	Check Date	Pay to the Order of	Check Amount
171039	06/20/2013	SANDRA ANGAR	150.00
171040	06/20/2013	SANDRA BECCERRA	75.00
171041	06/20/2013	SANDRA SHEARER	75.00
171042	06/20/2013	SARA HERWEHE	100.00
171043	06/20/2013	SHAHMILA KHALIQ	75.00
171044	06/20/2013	SHAHNILA KHALIQ	75.00
171045	06/20/2013	SHAUNNA WEBB	75.00
171046	06/20/2013	SHEELA RAO	100.00
171047	06/20/2013	SHIRIN MALEKTOJAR	75.00
171048	06/20/2013	SHKULA ANGAR	150.00
171049	06/20/2013	STEPHANIE CHIDO	225.00
171050	06/20/2013	THERESA FERNANDEZ	75.00
171051	06/20/2013	THERESA FERNANDEZ	225.00
171052	06/20/2013	TINA SAMSON	75.00
171053	06/20/2013	TOMOKO HARNISCH	150.00
171054	06/20/2013	TOMOKO HARNISCH	75.00
171055	06/20/2013	WAI YUEN	150.00
171056	06/20/2013	YUNCHUN LINO	100.00
171057	07/01/2013	G & K SERVICES	71.43
171058	07/01/2013	NICOLE LOFTUS	89.63
171059	07/01/2013	A TO Z CIRCUIT BREAKERS	682.11
171060	07/01/2013	A-1 AWARDS	62.64
171061	07/01/2013	ADCLUB ADVERTISING SERVICE	1,050.00
171062	07/01/2013	AIR SOURCE INDUSTRIES, INC.	306.24
171063	07/01/2013	ALLIEDBARTON SECURITY SERVICES	2,926.88
171064	07/01/2013	AUCA LOS ANGELES	127.14
171065	07/01/2013	YVETTE ARBIZO	50.00
171066	07/01/2013	ARMORACTIVE dba IPAD ENCLOSURES	518.12
		Unpaid Sales Tax	40.18
		Expensed Amount	558.30
171067	07/01/2013	ART SUPPLY WAREHOUSE	175.01
171068	07/01/2013	BAKER & TAYLOR	592.77
171069	07/01/2013	BLACK BOX CORPORATION	2,820.09
		Unpaid Sales Tax	172.60
		Expensed Amount	2,992.69
171070	07/01/2013	BLICK ART MATERIALS	231.91
171071	07/01/2013	BOUNDLESS NETWORK	1,840.15
171072	07/01/2013	BP ENERGY COMPANY CHICAGO LOCKBOX # 012130	37,233.22
171073	07/01/2013	BSN SPORTS	6,415.29
171074	07/01/2013	DON BUSCHE	17.00
171075	07/01/2013	BUTLER CHEMICALS, INC.	276.73
171076	07/01/2013	CALIFORNIA METAL-X	3,496.28
171077	07/01/2013	CALIFORNIA STAGE/LIGHTING, INC	1,319.98
171078	07/01/2013	CALIBER SIGNS & IMAGING, INC.	540.50
171079	07/01/2013	CRAIG CAMELL	740.00
171080	07/01/2013	CAROLINA BIOLOGICAL SUPPLY	111.83
171081	07/01/2013	CARQUEST AUTO PARTS	390.53

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Checks Dated 05/29/2013 through 07/01/2013

Check Number	Check Date	Pay to the Order of	Check Amount
171082	07/01/2013	DR. NANCY CARRITTE INDUSTRIAL PSYCHOLOGIST	2,100.00
171083	07/01/2013	ROSALBA CERVANTES	630.00
171084	07/01/2013	CLARK SECURITY PRODUCTS INC.	2,210.94
171085	07/01/2013	CLUB CAR, INC.	457.92
171086	07/01/2013	COASTLINE ROP	400.00
171087	07/01/2013	DR. ANGELA COLOMBO	1,000.00
171088	07/01/2013	COMMERCIAL RESTAURANT SERVICE	237.90
171089	07/01/2013	COMPUTERLAND	207.00
171090	07/01/2013	COX COMMUNICATIONS	1,112.33
171091	07/01/2013	COX COMMUNICATIONS	630.96
171092	07/01/2013	COX COMMUNICATIONS	1,071.05
171093	07/01/2013	COX COMMUNICATIONS	1,098.51
171094	07/01/2013	COX COMMUNICATIONS	15.12
171095	07/01/2013	CPP, INC. DAVIES-BLACK PUBLISHING	14,990.00
171096	07/01/2013	CROWN FENCE	750.00
171097	07/01/2013	ESTEBAN CRUZ	649.17
171098	07/01/2013	JOHN DEERE LANDSCAPES, INC.	42.58
171099	07/01/2013	DirecTV	109.99
171100	07/01/2013	DIVERSIFIED BUSINESS SERVICES	1,701.60
171101	07/01/2013	STEPHEN DUBAY	659.88
171102	07/01/2013	EASTBAY TEAM SPORTS DEPT #5374	247.33
171103	07/01/2013	EBERHARD EQUIPMENT	131.70
171104	07/01/2013	EPLUS TECHNOLOGY, INC.	639.19
171105	07/01/2013	FEDERAL EXPRESS	137.11
171106	07/01/2013	PATRICIA K. FLANIGAN	268.92
171107	07/01/2013	FREEWAY AUTO SUPPLY	53.16
171108	07/01/2013	BCH WATERWORKS	530.00
171109	07/01/2013	DAIRY DEPOT	111.35
171110	07/01/2013	WBCA MEMBERSHIP DEPT.	130.00
171111	07/01/2013	PARAWIRE/PARAMOUNT WIRE CO	263.43
171112	07/01/2013	PARKHOUSE TIRE, INC.	372.95
171113	07/01/2013	PENN CORPORATE RELOCATION SERVICES, INC.	4,985.82
171114	07/01/2013	PHOTOMATION PHOTO LAB	253.80
171115	07/01/2013	PITNEY BOWES PRESORT SERVICES	222.56
171116	07/01/2013	POCKET NURSE ENTERPRISES, INC.	151.00
		Unpaid Sales Tax	10.28
		Expensed Amount	161.28
171117	07/01/2013	PRO GROUP CO.	153.11
171118	07/01/2013	PROAIR CONSTRUCTION SVCS. INC.	3,400.00
171119	07/01/2013	QUEZADA PRO LANDSCAPE, INC.	2,500.00
171120	07/01/2013	R2A ARCHITECTURE	2,301.11
171121	07/01/2013	ROYAL PLYWOOD CO., LLC	478.04
171122	07/01/2013	SAFE NAVIGATION, INC.	416.64
171123	07/01/2013	SAFEWAY, INC.	99.94
171124	07/01/2013	SEHI PROCOMP COMPUTER PRODUCTS	663.12
171125	07/01/2013	SMASH HIT DISPLAYS LLC	927.78
		Unpaid Sales Tax	70.56
		Expensed Amount	998.34

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Check Number	Check Date	Pay to the Order of	Check Amount
171126	07/01/2013	JENNIFER SNIDER	50.00
171127	07/01/2013	STANCIL CORPORATION	12,560.40
171128	07/01/2013	SUPPORT PRODUCT SERVICES	2,655.84
171129	07/01/2013	TIM SWISS	25.00
171130	07/01/2013	TRICIA TINER	480.00
171131	07/01/2013	TOMARK SPORTS, INC.	1,995.00
171132	07/01/2013	ARACELI TRUJILLO	50.00
171133	07/01/2013	TUTTLE-CLICK FORD	649.10
171134	07/01/2013	UNISOURCE WORLDWIDE INC.	833.30
171135	07/01/2013	UNITED INTERIORS	667.06
171136	07/01/2013	UNIVERSAL SPECIALTIES, INC.	210.22
171137	07/01/2013	USA MOBILITY WIRELESS, INC.	65.10
171138	07/01/2013	VISTA PAINT CORPORATE OFFICE	52.11
171139	07/01/2013	VWR INTERNATIONAL, INC.	98.74
171140	07/01/2013	WALRUS MUSIC PUBLISHING	452.40
171141	07/01/2013	WARD'S NATURAL SCIENCE	498.15
171142	07/01/2013	KATHLEEN WERLE	20.52
171143	07/01/2013	WESTWIND SAILING, LLC	1,000.00
171144	07/01/2013	SAFEWAY INC/PAVILIONS	896.71
171145	07/01/2013	SMART & FINAL	863.50
171146	07/01/2013	AT & T	27.25
171147	07/01/2013	AT&T	47.13
171148	07/01/2013	AT&T	550.82
171149	07/01/2013	AT&T	367.21
171150	07/01/2013	VERIZON	551.71
171151	07/01/2013	HOME DEPOT CREDIT SERVICES	9,782.60
171152	07/01/2013	HOME DEPOT CREDIT SERVICES	437.08
171153	07/01/2013	AT & T	68.46
171154	07/01/2013	AT & T	397.70
171155	07/01/2013	AT & T	68.43
171156	07/01/2013	AT & T	68.43
171157	07/01/2013	AT&T	1,679.13
171158	07/01/2013	AT & T	68.43
171159	07/01/2013	ACCCA	50.00
171160	07/01/2013	CHRISTIAN ALVARADO	73.63
171161	07/01/2013	DAVID BUGAY	12.00
171162	07/01/2013	DON BUSCHE	149.64
171163	07/01/2013	ELIZABETH CIPRES	539.41
171164	07/01/2013	BRIAN CLAMP	665.09
171165	07/01/2013	ANDREW CRAVEN	240.00
171166	07/01/2013	HOANG-QUYEN DANG	73.63
171167	07/01/2013	JOANNE DE MARCHI	417.59
171168	07/01/2013	LAURA DILL	500.00
171169	07/01/2013	JAMES K. FAGAN	717.32
171170	07/01/2013	JENNIFER FOROUZESH	441.80
171171	07/01/2013	ESTER GRAHAM	409.13
171172	07/01/2013	RUSSELL HAMILTON	217.00
171173	07/01/2013	CAROL HILTON	262.30
171174	07/01/2013	JANE HORLINGS	387.77

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Checks Dated 05/29/2013 through 07/01/2013

Check Number	Check Date	Pay to the Order of	Check Amount
171175	07/01/2013	REBECCA KNAPP	39.52
171176	07/01/2013	TONY LIPOLD	1,157.30
171177	07/01/2013	TEDDI LORCH	96.49
171178	07/01/2013	EFREN MALAGON	284.32
171179	07/01/2013	KAREN MARTIN	150.00
171180	07/01/2013	ANDREA MC GINLEY	73.63
171181	07/01/2013	JAMEE MORALES	500.00
171182	07/01/2013	ANGELA OROZCO-MAHANEY	103.81
171183	07/01/2013	PAPA PESTICIDE APPLICATORS ASSOC.	200.00
171184	07/01/2013	LORI PARRA	138.84
171185	07/01/2013	RANDY W. PEEBLES	1,937.85
171186	07/01/2013	DIANE PESTOLESI	435.80
171187	07/01/2013	GLENN ROQUEMORE	72.00
171188	07/01/2013	THE RP GROUP	400.00
171189	07/01/2013	MIKE SAUTER	538.30
171190	07/01/2013	KATHERINE SCHMEIDLER	1,400.00
171191	07/01/2013	SHERATON PARK HOTEL AT THE ANAHEIM RESORT	351.64
171192	07/01/2013	DENNIS STACHELSKI	96.23
171193	07/01/2013	PHUONG T. VU	73.63
171194	07/01/2013	KATHLEEN WERLE	270.77
171195	07/01/2013	AMY STEVENS	181.65
171196	07/01/2013	ARLEEN ELSEROAD	1,713.56
171197	07/01/2013	JIM GASTON	1,946.87
171198	07/01/2013	RUBEN GUZMAN	1,776.04
171199	07/01/2013	JANE ROSENKRANS	998.23
171200	07/01/2013	JOYCE SEMANIK	1,673.17
171201	07/01/2013	CITY OF TUSTIN ATTN: CITY MANAGER'S OFFICE	550.00
171202	07/01/2013	SOUTHERN CALIFORNIA EDISON CO.	62,547.69
171203	07/01/2013	VERIZON	61.62
171204	07/01/2013	SAN DIEGO GAS & ELECTRIC	72,427.07
Total Number of Checks			1,165
			14,570,431.39

Includes checks for only Bank Account COUNTY

	Count	Amount
Cancel	7	2,190,532.98
Reissue	30	82,380.68
Net Issue		12,297,517.73

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	940	4,812,188.84
12	Child Development Fund	99	19,276.88
40	Capital Outlay Fund	76	2,086,464.67
68	Self-Insurance Fund	8	8,448.68
71	Retiree Benefit Fund	5	5,376,086.88
Total Number of Checks		1,128	12,302,465.95
Less Unpaid Sales Tax Liability			4,948.22
Net (Check Amount)			12,297,517.73

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Checks Dated 05/29/2013 through 07/01/2013

Check Number	Check Date	Pay to the Order of	Check Amount
010654	05/31/2013	BILLY TEES	699.15
010655	05/31/2013	EDUCATION TO GO	1,841.25
010656	05/31/2013	EL NIGUEL COUNTRY CLUB	500.00
010657	05/31/2013	HOME DEPOT CREDIT SERVICES	180.22
010658	05/31/2013	WARD'S NATURAL SCIENCE	513.17
010659	06/07/2013	PETER COSMAKOS, LLC	2,500.00
010660	06/14/2013	GREGORY J. ATWOOD THE GLASS SPECTRUM	360.00
010661	06/14/2013	BOUNDLESS NETWORK	636.61
010662	06/14/2013	COMPUTERLAND	177.00
010663	06/14/2013	PETER COSMAKOS, LLC	330.84
010664	06/14/2013	CULINARY COOKING KIDS, LLC	940.00
010665	06/14/2013	KAYLAA FOX	749.70
010666	06/14/2013	INVESTMENT R/E SOURCE, INC. % ROBERT KEHAYAN	50.00
010667	06/14/2013	NANCY Y. LARRAGOITI	392.00
010668	06/14/2013	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	50.18
010669	06/14/2013	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	7.64
010670	06/14/2013	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	264,540.43
010671	06/14/2013	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	103,702.12
010672	06/14/2013	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	95,245.89
010673	06/14/2013	XEROX CORPORATION	466.26
010674	06/21/2013	PETER COSMAKOS, LLC	62.64
010675	06/21/2013	CULINARY COOKING KIDS, LLC	1,200.00
010676	06/21/2013	ESTELLA CASTILLO-GARRISON	262.59
010677	06/21/2013	HOME DEPOT CREDIT SERVICES	158.53
010678	06/21/2013	OFFICEMAX CONTRACT INC.	185.60
010679	06/21/2013	OFFICEMAX CONTRACT INC.	97.32
010680	06/21/2013	SADDLEBACK GOLF DRIVING RANGE	8,990.00
010681	06/21/2013	ALOHA REPUBLIC, LLC dba SHIRTS OF HAWAII	58.98
010682	06/21/2013	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	163.30
010683	06/28/2013	CARD INTEGRATORS CORPORATION DBA: CI SOLUTIONS	367.40
010684	06/28/2013	PETER COSMAKOS, LLC	8,287.27
010685	06/28/2013	EDUCATION TO GO	3,069.75
010686	06/28/2013	ESTELLA CASTILLO-GARRISON	85.82
010687	06/28/2013	GOOD TIMES TRAVEL, INC.	2,365.00
010688	06/28/2013	ARRON SEARCY	85.34
010689	06/28/2013	ALOHA REPUBLIC, LLC dba SHIRTS OF HAWAII	31.99
		Unpaid Sales Tax	2.40
		Expensed Amount	34.39
010690	06/28/2013	STEVEN DILLEY	483.35
		Total Number of Checks	37
			499,837.34

Includes checks for only Bank Account SC-CMED

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 1 of 2

Checks Dated 05/29/2013 through 07/01/2013

Check Number	Check Date	Pay to the Order of	Check Amount
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Fund Summary

Fund	Description	Check Count	Expensed Amount
09	SC Community Education Fund	37	499,839.74
	Total Number of Checks	37	499,839.74
	Less Unpaid Sales Tax Liability		2.40
	Net (Check Amount)		499,837.34

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE
Page 2 of 2

Checks Dated 05/29/2013 through 07/01/2013

Check Number	Check Date	Pay to the Order of	Check Amount
009120	05/31/2013	EDUCATION TO GO	959.25
009121	05/31/2013	OFFICEMAX CONTRACT INC.	17.86
009122	05/31/2013	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	13.75
009123	06/07/2013	REBECCA MAY BRUBAKER	4.36
009124	06/07/2013	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	63,222.48
009125	06/07/2013	INDUSTRIAL METAL SUPPLY CO.	950.71 *
Reissued on 06/12/2013			
009126	06/07/2013	LAKE FOREST II HOMEOWNERS ASSOCIATION	1,293.40
009127	06/07/2013	MSC INDUSTRIAL SUPPLY CO.	65.91
009128	06/12/2013	US SHOP TOOLS	950.71
009129	06/14/2013	US SHOP TOOLS	60.51
009130	06/14/2013	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	30,580.10
009131	06/14/2013	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	54,335.09
009132	06/14/2013	Katrina Pascual	1,150.00
009133	06/14/2013	Sung Lee	1,150.00
009134	06/21/2013	EDUCATION TO GO	134.50
009135	06/21/2013	KAMPS INC.	283.00
009136	06/21/2013	U S SHOP TOOLS	748.43
009137	06/24/2013	OFFICEMAX CONTRACT INC.	43.19
009138	06/24/2013	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	63,069.12
009139	06/24/2013	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	98,482.93
009140	06/24/2013	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	77,070.24
009141	06/25/2013	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	14.72
Total Number of Checks			22
			394,600.26

Includes checks for only Bank Account IVC-CMED

	Count	Amount
Reissue	1	950.71
Net Issue		393,649.55

Fund Summary

Fund	Description	Check Count	Expensed Amount
07	IVC Community Education Fund	21	393,649.55
Total Number of Checks		21	393,649.55
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			393,649.55

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: June/July 2013 Contracts

ACTION: Ratification

BACKGROUND

On January 16, 2007, the board authorized the Chancellor/designee to approve individual business contracts up to a maximum limit of \$100,000, with the following exceptions: contracts involving bid limits, the Chancellor/designee shall be limited to less than \$15,000 for public works projects and \$81,000 for equipment, supplies and maintenance projects. During June/July 2013, the following contracts were reviewed and approved by the Vice Chancellor of Business Services, following review by legal counsel, when appropriate.

CONTRACTOR NAME**CONTRACT AMOUNT**

CSA Holdings Agreement – To re-sod approximately 61,200 square feet at football field. Saddleback College	\$66,233.00
DS Waters of America Service Agreement Addendum – To provide bottled water and related equipment, over a 3 year term, to SOCCCD campus locations – Saddleback College, Irvine Valley College and ATEP. District Services	\$65,700.00
I3 Solutions Independent Contractor / Consultant Agreement – To perform analysis and project management of the Network Refresh, Degree Audit and Awards Managements projects. District Services	\$50,400.00
Goodwill Industries of O.C. (DPI) Independent Contractor / Consultant Agreement – For professional interpreting services effective 7/1/13 – 6/30/14. Saddleback College	\$50,000.00
Chambers Inc. dba Roof Construction Agreement – To repair existing roof at the Child Development Center. Saddleback College	\$41,347.00

Newport Computer Solutions, Inc. Renewal Agreement – For maintenance and support of 63 servers / systems and storage area networks. District Services	\$38,270.76
Symantec Enterprise Customer Care Software License Agreement – Renewal of the District-wide Symantec end point protection license. District Services	\$27,612.00
DSE Architecture, Inc. Agreement – To provide civil, structural, mechanical, electrical, consultation services and cost estimating services for the KSBR Radio Transmitter Building Replacement. Saddleback College	\$25,390.00
Piece by Piece Service Agreement – To coordinate, design and fabricate a mosaic five panel mural for the Biological Sciences building courtyard, to be paid by the IVC Foundation. Irvine Valley College	\$25,000.00
CDW G-Computer Centers / VMWare Terms and Conditions Agreement – For licensing, maintenance and support of server virtualization software, effective 7/28/13 – 7/27/14. District Services	\$23,822.00
Supinger Strategies Independent Contractor Agreement – To provide information regarding state-level legislative and budgetary matters, effective 7/1/13 – 6/30/14. District Services	\$23,400.00
Cal United Construction Group Settlement Agreement and General Release – To perform additional work due to unforeseen site conditions related to the concrete foundation at the Classroom Cluster Modular Building. Total revised contract amount is \$42,400.00. Saddleback College	\$21,402.00
Department of Justice Independent Contractor Agreement – State and Federal fingerprinting fees, effective 7/1/13 – 6/30/14. Irvine Valley College	\$21,200.00

<p>United Site Services of CA Independent Contractor Agreement – For rental, repair and maintenance of chain-link fencing and wind screening at ATEP, effective 7/1/13 – 6/30/14. ATEP</p>	\$20,000.00
<p>Quezada Pro Landscape, Inc. Independent Contractor Agreement – To provide tree services, effective 7/1/13 – 6/30/14. Saddleback College</p>	\$20,000.00
<p>The College Board Addendum No. 1 Agreement – To add an additional PowerFAIDs Initial Web Client License, one time service fee of \$18,689.04 with no annual maintenance fee. Total revised contract amount is \$91,898.16. Saddleback College</p>	\$18,689.04
<p>XAP Corporation Admission Application Agreement – To host, update, operate and maintain the Undergraduate Application including Supplement and the BOG Fee Waiver Application for Irvine Valley College (\$7,500.00) and Saddleback College (\$11,000.00). Irvine Valley College and Saddleback College</p>	\$18,500.00
<p>Market Based Solutions, Inc. Agreement – To purchase SCAQMD Rule 2202 Emission credits. Saddleback College</p>	\$17,011.20
<p>Vita Link Orange County Independent Contractor / Consultant Agreement – To facilitate payments to K-12, ROP and community college faculty attending the Mobile Website Development Summer Workshop taking place 8/6/13 – 8/8/13. Irvine Valley College</p>	\$14,400.00
<p>Cylance Agreement – To assist in correlating and reviewing MySite logs for pattern anomalies. District Services</p>	\$14,400.00
<p>New Vision Construction Agreement – To repair drain and re-route pipes at the Fine Arts Building. Saddleback College</p>	\$11,833.24

Orkin Exterminating, Inc. Independent Contractor Agreement – To provide bi-weekly gopher services campus wide effective 7/1/13 – 6/30/14. Saddleback College	\$10,500.00
David Kern Independent Contractor Agreement – To provide professional landscape architecture services for Lot #9, Lot #10, Lot #7 and Learning Resource Center / Fine Arts area. Saddleback College	\$10,000.00
Wired Planet Independent Contractor Agreement – To provide website design, maintenance, updates and troubleshooting, effective 7/1/13 – 6/30/14. District Services	\$10,000.00
Norman A. Traub Associates, Inc. Independent Contractor / Consultant Agreement – To provide investigative services. District Services	\$10,000.00
Careerbuilder Independent Contractor Agreement – To provide job recruitment on website from 7/1/13 – 6/30/14. District Services	\$10,000.00
Quick Caption Independent Contractor / Consultant Agreement – To provide 1 year of real-time captioning services and video captioning services. Saddleback College	\$10,000.00
Advanta Energy Corp. Independent Contractor Agreement – To provide energy consultant services relating to energy procurement of natural gas commodities. Saddleback College	\$9,600.00
BeSafe Technologies Independent Contractor Agreement – To update building drawings/layouts of rooms on-line. Saddleback College	\$8,857.00
Air Control Systems, Inc. Agreement – To replace chilled water pump #2 in Power House 3. Irvine Valley College	\$8,300.00

CLARUS Corporation On-Demand Software License Agreement – To provide a one year subscription, including content development. Irvine Valley College	\$8,000.00
Evidence-Based Inc. Independent Contractor Agreement – To provide background investigation services for Police Officers and Dispatchers. Irvine Valley College	\$8,000.00
CRI Electric Agreement – To install track fixtures at photo lab. Saddleback College	\$7,150.00
West Coast Technologies Quote Agreement – For maintenance support renewal of Dell Equilogics end-of-factory-warranty storage area network devices. District Services	\$7,029.00
Vicenti, Lloyd & Stutzman, LLP Independent Contractor Agreement – For preparation of federal Indirect Cost Rate Proposal and assistance during the rate negotiation process with the Department of Health and Human Services, effective 7/1/13 – 8/31/13. District Services	\$6,000.00
Smart Bear Alertsite Renewal Agreement – To provide monitoring services alerting the District of problems relating to MySite, Blackboard and On-line Class Schedule, effective 6/25/13 – 6/30/14. District Services	\$5,945.50
Periwinkle Entertainment Productions Agreement – To perform “An Evening of Comedy & Magic” on January 11, 2014 at the McKinney Theatre. Saddleback College	\$5,000.00
TeleManagement Technologies Platinum Service Plan Agreement – To provide phone call accounting software maintenance for one year, effective 8/1/13 – 8/1/14. District Services	\$5,372.00
Parker & Covert LLP Legal Services Agreement – To provide legal services relating to conflict of interest. District Services	\$5,000.00

Item Submitted By: *Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*

Gary L. Vogt & Associates Amendment No. 1 Agreement – To perform appraisal services. Total revised contract amount is \$17,000. ATEP	\$4,500.00
California Geological Survey Dept. of Conservation Work Order Agreement – To perform required Geotechnical report review. District Services	\$3,600.00
Boston Reed College Amendment No. 1 Agreement – To extend the term through December 31, 2013 and to increase the per paid participant amount from \$2,100.00 to \$2,200.00 for the Pharmacy Technician program/classes. Saddleback College	\$3,500.00 (Revenue)
Qualtrics Statement of Work Agreement – For data / survey software that will be used in Research / Planning, Technology Learning Services and District IT, as needed. District Services	\$3,000.00
Oracle Service Agreement – To provide maintenance / support on the Employee Directory System. District Services	\$2,571.84
North Orange County Community College District Subgrantee Agreement – For participation in the Multimedia & Entertainment Centers, Grant Agreement 12-310-015 funded by the Chancellor's Office, California Community Colleges. Irvine Valley College	\$2,500.00 (Revenue)
G & G Engineering, Inc. Independent Contractor Agreement – For professional survey services at Avery slope. Saddleback College	\$2,450.00
Siemens Agreement – To rent and maintain two deionized water treatment systems. Irvine Valley College	\$1,890.00
Child Development Training Consortium Amendment No. 1 Agreement – To allow an additional 75 student class units. Total revised contract amount is \$11,875.00 Saddleback College	\$1,875.00 (Revenue)

Item Submitted By: *Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*

Phoenix Business Solutions, Inc. Maintenance Pricing Sheet Agreement – To provide maintenance for the Ricoh copier in District IT, effective 7/1/13 – 6/30/14. District Services	\$1,990.00
Music Theater International Production Agreement – To license the amateur production of “Godspell”, effective 6/20/13 – 8/01/13. Saddleback College	\$1,156.00
Dish Network Independent Contractor Agreement – To provide access to 24/7 news coverage, effective 7/1/13 – 6/30/14. Irvine Valley College	\$1,000.00
Mary T. Jones Independent Contractor Agreement – To develop and present the Student Services Management Retreat on 7/18/13 at the Mission Viejo Country Club. Saddleback College	\$1,000.00
CI Solutions License Agreement – To renew license agreement for ID Card System, effective 7/1/13 – 6/30/14. District Services	\$795.00
Dramatics Play Service, Inc. Nonprofessional License – To obtain the performance license effective 3/13/14 – 3/23/14 for the production of “Five Women Wearing The Same Dress”. Saddleback College	\$675.00
Christopher Smith Independent Contractor Agreement – To perform duties of rehearsal accompanist for 8 rehearsals of “Fiddler on the Roof”, effective June 12, 2013 – July 12, 2013. Saddleback College	\$640.00
Dramatists Play Service, Inc. Nonprofessional License Agreement – To license the play, “All in the Timing, Six One-Act Comedies” from 5/2/14 – 5/10/14. Saddleback College	\$600.00
Shred-it Client One-Time Service Agreement – To provide shredding services. District Services	\$440.55

Item Submitted By: *Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*

<p>AG Construction Change Order Agreement – To paint the Student Service Center Room 140. Total revised contract amount is \$4,400.00. Irvine Valley College</p>	<p>\$400.00</p>
<p>Bret Adams Limited Artists Agency Amendment No. 1 Agreement – To obtain the license for an additional performance of “Metamorphoses” on November 9, 2013. Saddleback College</p>	<p>\$200.00</p>
<p>AMS Weather, Ocean and Climate Studies Course License Order Form Agreement – 1 year course license effective August 15, 2013 – August 14, 2014 for the Math, Science, and Engineering Department. Saddleback College</p>	<p>\$149.00</p>
<p>Joseph Mulroy Independent Contractor Agreement - To perform duties of rehearsal accompanist on June 20, 2013 for “Fiddler on the Roof”. Saddleback College</p>	<p>\$80.00</p>
<p>CDW Agreement – States that all software ordered from CDW will have future software updates and upgrades accepted in electronic form only. Irvine Valley College</p>	<p>\$0.00</p>
<p>California State Fullerton – Irvine Campus Use and Release of Liability Agreement – To hold the IVC Strategic Planning Oversight and Budget Development Committee Annual Retreat on 7/29/13. Irvine Valley College</p>	<p>\$0.00</p>
<p>Housecall Doctors Residential Group Affiliation Agreement - To provide clinical/internship experience to enhance student experiences in the Health Sciences program. Saddleback College</p>	<p>\$0.00</p>
<p>Jacklynn Do, MD Affiliation Agreement - To provide clinical/internship experience to enhance student experiences in the Health Sciences program. Saddleback College</p>	<p>\$0.00</p>

Capistrano Unified School District Agreement – To operate after school enrichment classes, activities and camps between the CUSD and the SOCCCD. Saddleback College	(Revenue Varies Based on Class Attendance)
Argosy University Affiliation Agreement - To provide clinical/internship experience to enhance student experiences in the Health Sciences program. Saddleback College	\$0.00
County of Orange Affiliation Agreement - To provide clinical/internship experience to enhance student experiences in the Health Sciences program. Saddleback College	\$0.00
Hoag Memorial Hospital Presbyterian Addendum – To add the Health Information Technology program to their clinical/internship program. Saddleback College	\$0.00
Irvine Village Urgent Care Affiliation Agreement - To provide clinical/internship experience to enhance student experiences in the Health Sciences program. Saddleback College	\$0.00
McGraw-Hill Education Agreement – To authorize the use of photos provided by IVC and Saddleback College which is a first step in the process of the vendor creating a customized accounting textbook. Irvine Valley College	\$0.00
Orkin Exterminating, Inc. Independent Contractor Agreement – To make a correction only to the dates of services of the original agreement for bee box services. Saddleback College	\$0.00
Orkin Exterminating, Inc. Independent Contractor Agreement – To make a correction only to the dates of services of the original agreement for pest control services. Saddleback College	\$0.00

Facilities Planning and Program Services Amendment No. 2 Agreement – To extend the term for DSA close out services from 6/30/13 to 6/30/14. District Services	\$0.00
Facilities Planning and Program Services Amendment No. 3 Agreement – To extend the term for contract specialist services from 6/30/13 to 6/30/14. District Services	\$0.00

RECOMMENDATION

The Chancellor recommends that the Board of Trustees ratify the contracts as shown above.

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: OCSBA Board of Directors Interest Form
ACTION: Approval

BACKGROUND

The Orange County School Boards Association (OCSBA) provides an opportunity for school and community college board members from throughout the county to network and obtain pertinent legislative and educational information that impacts public education at the local level and statewide. For this reason, it is important that the Board of Directors be made up of board members from as many districts across the county as possible.

STATUS

The responsibilities of the Board of Directors include attendance at three to four dinner meetings and up to five Board of Directors meetings annually. Members may also be invited to serve on special committees. The term for the Board of Directors is two years commencing in July 2013. Each OCSBA board member must be currently serving on a school board. Members must have served at least two years on their district board of trustees.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees determine if they wish to nominate a trustee for the OCSBA Board of Directors, and, if so, approve the nomination for transmittal to OCSBA as shown in Exhibit A.

Item Submitted By: *Gary L. Poertner, Chancellor*



Orange County School Boards Association

200 Kalmus Drive • P.O. Box 9050 • Costa Mesa, CA 92628-9050 • (714) 966-4313 Fax (714) 549-2657

July 8, 2013

TO: Community Colleges Board of Trustees

FROM: OCSBA Nominating Committee

SUBJECT: OCSBA BOARD OF DIRECTORS INTEREST FORM

The Orange County School Boards Association (OCSBA) provides an opportunity for school and community college board members from throughout the county to network and obtain pertinent legislative and educational information that impacts public education at the local level and statewide. For this reason, it is important that the Board of Directors be made up of board members from as many districts across the county as possible. Currently, the Community College Representative position is vacant.

The responsibilities of the Board of Directors include attendance at three to four dinner meetings and up to five Board of Directors meetings annually. Members may also be invited to serve on special committees. The term for the Board of Directors is two years commencing in July 2013. Each OCSBA board member must be currently serving on a school board.

To be eligible for nomination to the slate, members must have served at least two years on their district board of trustees. Only trustees of districts in good standing may serve as an officer or director. There shall be no more than two trustees from any one school board serving on the board of directors at the same time.

If you are interested in being considered for nomination as the Community College Representative to the OCSBA Board of Directors, please complete the attached form and return it by Wednesday, August 21, 2013. You may also send your application via email to Blanca Zimmerman: bzimmerman@ocde.us. If you have any questions, please call Ellin Chariton, OCSBA Liaison, at (714) 966-4312.

SW:bz

cc: Chancellors, and CEOs



**OCSBA Interest Form
OCSBA Board of Directors
Community College Representative
2013-2014**

Name:

Email:

Street Address:

City/Zip:

Phone:

Fax:

District:

Years on the Board:

Term Dates:

I am interested in serving on the OCSBA Board of Directors because:
(please use additional paper if necessary)

Special areas of interest:
(please see attached list of open positions)

Have you completed the CSBA Masters in Governance? Yes No

How many CSBA Annual Conventions have you attended? _____

Do you generally attend the OCSBA PAGE and Dinner Meetings? Yes No

**Mail form to:
Blanca Zimmerman, OCSBA, P.O. Box 9050, Room B-1008
Costa Mesa, CA 92628-9050
(714) 966-4313 • FAX (714) 549-2657**

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Board Policy Revision: BP-164: Board Member Compensation, BP-5210: Enrollment Priorities, BP-152: Presentation of Initial Collective Bargaining Proposals, BP-4017: Child Abuse Reporting, BP-4220: Substitute Classified Employees

ACTION: Discussion/Approval

BACKGROUND

Board policies and administrative regulations are periodically reviewed to ensure that they are satisfactory, meet the District's needs, and are in compliance with current laws and regulations.

STATUS

Five board policies are presented to the Board of Trustees for "Discussion/Approval." The new language and amendments to the board policy was reviewed and revised by the District's Board Policy and Administrative Regulation Advisory Council and includes collegial consultation with the Academic Senates, pursuant to Title 5 Section 53200 et. seq.

Legal counsel has been involved throughout the review process. The proposed policies were presented to the Chancellor's Council on June 6, 2013 for review and recommendation to the Chancellor and presented to the Board of Trustees for review and study at the June 17, 2013 board meeting.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees accept for discussion/approval the board policies, as shown in EXHIBITS A through E.

BOARD POLICY

164

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

BOARD MEMBER COMPENSATION

Members of the Board who attend all board meetings shall receive ~~\$400~~\$750 per month, as pursuant to Education Code. ~~and~~†The student member shall receive ~~\$200~~\$375 per month. A member of the Board who does not attend all meetings held by the Board in any month shall receive, as compensation, an amount not greater than the pro rata share of the number of meetings actually attended.

A member of the Board may be paid for a meeting when absent if the Board, by resolution, finds that at the time of the meeting the member is performing services outside the meeting for the community college district, is ill, on jury duty, or the absence is due to a hardship deemed acceptable by the Board.

The Board may, on an annual basis, increase the compensation of board members by five percent. However, any increase is subject to rejection in a referendum by a majority of the voters in the district.

Reference:

Education Code Section 1090, 35120, 72024 Article 3a (2)

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

5210

STUDENTS

ENROLLMENT PRIORITIES

The Chancellor or his/her designee shall establish regulations defining enrollment priorities, limitations, and processes for student challenge, which shall comply with State regulations~~Title 5 regulations~~.

Reference:

Title 5, Sections 55031, 51006, 58106, 58108, 56026, 56232

Education Code 76000, 76001, 66025.8 & 66025.9

BOARD POLICY

152

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

PRESENTATION OF INITIAL COLLECTIVE BARGAINING PROPOSALS

The Chancellor shall enact administrative procedures that assure compliance with the requirements of Government Code Section 3547 regarding the presentation to the Board of Trustees of initial proposals for collective bargaining.

Collective bargaining begins when either an exclusive representative or the District itself presents an initial proposal for consideration in accordance with the collective bargaining agreement.

Reference:

Government Code Section 3547

BOARD POLICY

4017

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES PERSONNEL

CHILD ABUSE REPORTING

The Chancellor shall establish procedures related to the responsibility of employees, within the scope of employment or in their professional capacity, to report suspected abuse and neglect of children.

References:

Penal Code Sections 261, 264.1, 273a, 273d, 285, 286, 288, 288a, 289, 647a, and 11164-11174.3; Welfare and Institutions Code Sections 300, 318, and 601; Family Code Sections 7802, 7807, 7808, 7820-7829, 7890, and 7892

BOARD POLICY

4220

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES PERSONNEL

SUBSTITUTE CLASSIFIED EMPLOYEES

A substitute classified employee is a person employed to replace any classified employee who is temporarily absent from duty. Persons employed as substitutes are not members of the Classified Service (~~California Education Code, Section 88003~~).

The substitute pay rate is computed at Step 1 of the hourly rate of the classification the substitute is assigned. Exceptions may be made based on previous experience within the District in the same or similar position upon the review and request of the administration in consultation with the Office of Human Resources.

Reference:

California Education Code, Section 88003

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Board Policy Revision: BP-3100-Budget Preparation, BP-3101.5-Fiscal Management, BP-5606-International Student Admissions, BP-109-Board Education

ACTION: Review and Study

BACKGROUND

Board policies and administrative regulations are periodically reviewed to ensure that they are satisfactory, meet the District's needs, and are in compliance with current laws and regulations.

STATUS

Four board policies are presented to the Board of Trustees for "Review and Study." The new language and amendments to the board policies were reviewed and revised by the District's Board Policy and Administrative Regulation Advisory Council and includes collegial consultation with the Academic Senates, pursuant to Title 5 Section 53200 et. seq.

Legal counsel has been involved throughout the review process. The proposed policies were presented to the Chancellor's Council on July 11, 2013 for review and recommendation to the Chancellor.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees accept for review and study the board policies, as shown in EXHIBITS A thru D.

BOARD POLICY

3100

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BUSINESS

BUDGET PREPARATION

The Board of Trustees is responsible for the control of all the funds of the District and accepts the responsibility to direct the use of these funds in a prudent manner (~~California Education Code, Sections 70901 and 70902~~).

Each year, the Chancellor shall direct the staff in the ~~methods of budget~~ development of the budget and present to the Board a budget, prepared in accordance with Title 5 and the California Community Colleges Budget and Accounting Manual. The schedule for presentation and review of budget proposals shall comply with state laws and regulations, and provide adequate time for Board study.

Budget development shall meet the following criteria:

- The annual budget shall support the District's educational master plans planning, both on a District-wide and college basis. Planning documents critical to the development of the budget are the District-wide strategic plan, college strategic plans, educational and facilities master plan, District-wide information technology plan, and other planning documents.
- The Board of Trustees Budget Development Guidelines are used to build the budget.
- Assumptions upon which the budget is based are presented to the Board for review.
- Changes in the assumptions upon which the budget was based shall be reported to the Board in a timely manner.
- A schedule is provided to the Board by the December Board Organization meeting of each year that includes dates for presentation of the tentative budget, required public hearing(s), Board study session(s), and approval of the final budget. At the public hearings, interested persons may appear and address the Board regarding the proposed budget or any item in the proposed budget.
- Unrestricted general reserves shall be no less than 7.5%.
- Budget projections address long term goals and commitments.

Adopted: 9-23-91 Revised: 9-29-03
Revised: 4-26-99 Revised: 4-28-08

Following the adoption of the District budget by the Board of Trustees, the Chancellor shall administer the budget in conformity with all legal requirements and the actions of the Board of Trustees.

Reference:

*Education Code Section 70901, 70902, 70902(b)(5);
Title 5, Section 58300 et seq.*

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

3101.5

BUSINESS

FISCAL MANAGEMENT

The Chancellor shall establish procedures to assure that the District's maintains sound fiscal management ~~is~~ in accordance with the principles contained in ~~Title 5, Section 58311~~law, including:

- Adequate internal controls exist.
- Ensuring all activities comport with the educational objectives of the District and comply with sound accounting and budgeting principles, public disclosures, and annual independent audit requirements.
- Board approval and District oversight of all bank accounts, including approval of authorized signatories.
- Fiscal objectives, procedures, and constraints are communicated to the Board and employees.
- Adjustments to the budget are made in a timely manner, when necessary.
- The management information system provides timely, accurate, and reliable fiscal information.
- Responsibility and accountability for fiscal management are clearly delineated.

The books and records of the District shall be maintained pursuant to the California Community Colleges Budget and Accounting Manual.

As required by law, the Board shall be presented with a quarterly report showing the financial and budgetary conditions of the District.

As required by the Budget and Accounting Manual, expenditures shall be recognized in the accounting period in which the liability is incurred, and shall be limited to the amount budgeted for each major classification of accounts and to the total amount of the budget for each fund.

Reference:

*Education Code Section 84040(c);
Title 5 Section 58311*

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

5606

STUDENTS

INTERNATIONAL STUDENT ADMISSIONS

~~The colleges of the South Orange County Community College District have been approved by the United States Department of Justice to accept and enroll international students, including those with an F-1 or M-1 student visas. The colleges will seek to achieve broad representation from nations of the world for the benefit of both international and South Orange County Community College District students and the community it serves.~~

~~Only those non-immigrant international students who have completed the equivalent of an American high school education with satisfactory grades will be admitted. Applicants must show they have adequate financial resources to pay non-resident tuition and to adequately support themselves while attending a college. All non-immigrant international students holding F-1 and M-1 visas, are required to purchase, health and accident insurance, through a United States insurance company approved by the District's Business Services Office. Insurance must include medical evacuation and repatriation benefits.~~

~~The South Orange County Community College District will establish districtwide admission requirements for non-immigrant international students. Non-immigrant international students must apply and fulfill all admission requirements. The district standards of admission and application requirements for non-immigrant international students will be published in each college catalog.~~

DELETE – REMOVE FROM BOARD POLICY MANUAL
(See Board Policy-5604 for International Student Admissions)

Revised: 5-15-89
Revised: 10-9-95
Technical Update: 4-26-99
Revised: 4-28-08

BOARD POLICY

109

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

BOARD EDUCATION

The Board of Trustees is committed to its ongoing development as a board and to a trustee education program that includes new trustee orientation. To that end, the Board will engage in study sessions, provide access to reading materials, and support conference attendance and other activities that foster trustee education.

I. RESPONSIBILITY

It is the responsibility of each individual trustee to pursue professional development opportunities to maintain knowledge of evolving educational governance, policies, legislation, best practices, employee relations, ~~and~~ leadership, and accreditation standards and expectations.

II. GUIDELINES

1. Individual trustees are encouraged to participate in at least one conference per year that provides professional development of trustee-related knowledge and skills.
2. On an annual basis, the Chancellor will circulate a list of national, state and regional conferences for trustees to select which they will attend, in order to take advantage of discounts on early registration and travel.
3. The District will budget for each trustee to participate in up to two out of district conferences each year, in addition to participation/presentations at regional meetings and workshops.
4. At the board meetings following conferences, workshops and meetings, trustees are encouraged to share their written report from attendance of such conferences, meetings or workshops. The Board President may allow additional time for oral reports beyond the allotted two minutes, provided in the board report section of the agenda.

Reference:

Accreditation Standard IV.B.1.f

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: Academic Personnel Actions – Regular Items
ACTION: Approval/Ratification

BACKGROUND

In accordance with Education Code Section 70902(b)(4), all employee actions must be approved or ratified by the Board of Trustees of each respective community college district.

STATUS

Personnel are employed in the South Orange County Community College District for the purpose of meeting the needs of students.

Those academic personnel actions shown in Exhibits A and B are presented to the Board of Trustees for approval/ratification to be effective on the dates as shown on the Exhibit.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve/ratify the academic personnel actions as shown in Exhibits A and B.

Item Submitted By: *David Bugay, Ph.D., Vice Chancellor, Human Resources & Employer/Employee Relations*

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ACADEMIC PERSONNEL ACTIONS/RATIFICATIONS

A. NEW PERSONNEL APPOINTMENTS

1. **ADMINISTRATIVE EMPLOYMENT** (Ratified – Pursuant to Board Policy 4002.1)

- a. GREINER, ANNA “CATHLEEN”, is to be employed as Dean of Online and Extended Education, Pos. #4743, Integrated Academic/Classified Administrators/Managers Salary Range 22, Step 2, Office of Instruction, Irvine Valley College, effective July 1, 2013. This is a new position approved by the Board of Trustees on February 25, 2013. (Exhibit B, Attachment 1)
- b. GREINER, ANNA “CATHLEEN”, is to be employed as Acting Dean of Academic Programs, Pos. #4793, Office of Instruction, Irvine Valley College, Integrated Academic/Classified Administrators/Managers Salary Range 22, Step 2, effective June 17, 2013 to June 30, 2013. This is a temporary, replacement position for Kathleen Werle, who received a promotion.

2. **ACADEMIC EMPLOYMENT** (Ratified – Pursuant to Board Policy 4002.1)

- a. GOULDING, CARRIE, is to be employed as English Composition Instructor, Pos. #1554, Division of Liberal Arts, Saddleback College, effective August 12, 2013. Approximate Salary Placement: Class V, Step 1. This is a replacement position for Amy Ahearn whose employment was terminated on March 27, 2013. (Exhibit B, Attachment 2)
- b. KUSSOY, CAROLINA, is to be employed as Computer Information Management Instructor, Pos. #2554, School of Business Sciences, Irvine Valley College, effective August 12, 2013. Approximate Salary Placement: Class II, Step 1. This is a replacement position for Robert Stewart, who retired. (Exhibit B, Attachment 3)
- c. MINKLER, MARK, is to be employed as Counselor: Veterans/Generalist, Pos. #4713, School of Guidance and Counseling, Irvine Valley College, effective July 29, 2013. Approximate Salary Placement: Class II/Step 1. This is a new position approved by the Board of Trustees on March 18, 2013. (Exhibit B, Attachment 4)
- d. O’ROURKE, SHAWN, is to be employed as Speech Instructor/Forensics Coach, Pos. #1481, Division of Fine Art and Media Technology, Saddleback College, effective August 12, 2013. Approximate Salary Placement: Class II, Step 1. This is a replacement position for Stephen Robertson, whose employment ended. (Exhibit B, Attachment 5)
- e. QUEALY, ERIN, is to be employed as Physics Instructor, Pos. #4493, School of Physical Science and Technology, Irvine Valley College, effective August 12, 2013. Approximate Salary Placement: Class V, Step 1. This is a replacement position for Lawrence Oldewurtel, who retired. (Exhibit B, Attachment 6)
- f. SHEA, ERIN, is to be employed as Art Instructor, 2D Design and Drawing, Pos. #4699, Division of Fine Arts, Saddleback College, effective August 12, 2013. Approximate Salary Placement: Class II, Step 1. This is a replacement position for William Riley, who retired. (Exhibit B, Attachment 7)

A. NEW PERSONNEL APPOINTMENTS - Continued

- g. STEINRIEDE, LINDSAY, is to be employed as Kinesiology Instructor, Pos. #4703, Division of Kinesiology and Athletics, Saddleback College, effective August 12, 2013. Approximate Salary Placement: Class II, Step 1. This is a new position approved by the Board of Trustees on November 19, 2012. (Exhibit B, Attachment 8)
- h. THROCKMORTON-FRENCH, JULIANNA, is to be employed as Communication Studies/Forensics Instructor, Pos. #1556, School of Fine Arts, Irvine Valley College, effective August 12, 2013. Approximate Salary Placement: Class V, Step 1. This is a replacement position for Craig Grossman, who retired. (Exhibit B, Attachment 9)

3. ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Alfaro, Shannon	MS/Computer Sci.	Computer Sci./SC	II/1	08/19/13
Arroyo, Jose	MA/Learn. Disab.	DSPS/SC	III/1	08/19/13
Chapeton-Lamas, N.	MS/Computer Sci.	Computer Sci./SC	II/1	08/19/13
Donaldson, Lindsay	MA/Anthropology	Anthropology/SC	II/1	08/19/13
Edwards, Roberts	MS/Educ. TESOL	ESL/IVC	II/1	08/19/13
Kim, Scott	BA/Psychology	Foods & Nutrition/SC	I/4	08/19/13
Koines, Andrew	PhD/Math	Math/IVC	V/1	08/19/13
Park, Annette	MA/Math	Math/SC	II/1	08/19/13
Zugates, Michael	MS/Math	Math/SC	II/1	08/19/13

EQUIVALENCY

As outlined in the Academic Hiring Policies, Division 1, Part 4, Section 3B, Review of Equivalent Minimum Qualifications, members of the hiring committee, including faculty with discipline expertise, have met and rendered an affirmative decision that each recommended candidate possesses the educational background equivalent to the minimum qualifications for each respective position. As such, the following individuals are submitted for approval/ratification as part-time instructors under Equivalencies as outlined in the Title 5 Regulations and Minimum Qualifications, Article 2, Section 53430.

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Keramati-Sheikholeslami, M.	MS/Education	ESL/IVC	II/1	08/19/13

Equivalency is based on a Master of Science degree in Education, with an emphasis in Reading, from California State University, Fullerton, plus a TESOL certificate from University of California, Los Angeles, and California State University, Los Angeles. Ms. Keramati Sheikholeslami has the necessary graduate coursework in ESL writing, reading, methodology, and theory; she has over 300 hours of experience at Irvine Valley College's Student Success Center working as a tutor with ESL students to improve their basic reading and writing skills as well as basic instructor experience teaching undergraduates at Cerritos College.

A. NEW PERSONNEL APPOINTMENTS - Continued

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Peeler, Danielle	BA/English Lit.	Water Polo/SC	I/1	08/19/13

Equivalency is based on a Bachelor of Arts in English Literature and a Master of Arts in Coaching and Athletic Administration in progress at Concordia University, to be completed by August 2013. Ms. Peeler has been a coaching aide at Saddleback College for the last five years, assisting the aquatic coaches scouting and recruiting for both water polo and swim teams. While at the University of California, Santa Barbara, Ms. Peeler played for the NCAA Division I Women's Water Polo team under former Olympian Wolf Wigo and gained leadership experience. Additionally, Ms. Peeler traveled to Hungary and trained with the best players and top coaches in the water polo capital of the world.

4. **ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF** (Ratified - Pursuant to Board Policy 4002.1)

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Crabill, Phillip	EdD/Couns/Psych	Counseling/IVC	V/1	05/28/13
DeAngelis-Cano, G	MA/Art History	Art/SC	II/1	05/28/13
DeLaney, Myrona	EdD/Education	Theatre/SC	V/1	05/28/13
Eychaner/Tiffani	MS/Ed. Counseling	Counseling/IVC	II/1	05/28/13
Gutierrez, Isabel	MA/Counseling	Counseling/IVC	II/1	05/28/13
Jacobs, Nicole	MA/Linguistics	ESL/IVC	II/1	05/28/13
Kleszyk, Louise	MA/Philosophy	Philosophy/IVC	II/1	05/28/13
Mahoney, Michelle	EdD/Ed. Leadership	Counseling/IVC	V/1	05/28/13
Moss Fishman, Joan	MD/Medicine	HC Physician/SC	DR07	05/28/13
Snodgrass, Kristen	MA/Anthropology	Anthropology/SC	II/1	05/28/13

B. ADDITIONAL COMPENSATION: GENERAL FUND

- It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for the 2012/2013 and 2013/2014 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Hinkle, Christina	Adjunct Faculty Training/SC	1,468.00	08/12/13-12/21/13
Jacobs, Louise	SLO/Faculty Evaluations/IVC	1,721.00	05/07/13-05/21/13
Mamoon, Safiah	Trainer Med.Ins.Billing/Coding/SC	1,142.74	01/22/13-05/17/13
Mamoon, Safiah	Director, HIT Program/SC	1,721.00	08/19/13-12/21/13
Pinter, Gerald	Rehersal/Perform. Jazz Comp./SC	430.00	04/17/13-05/18/13
Rosenberg, Alannah	Speaker, Guest Lecture Series/SC	100.00	05/17/13-05/17/13
Rosenn, Tristen	Rehersal/Perform. Jazz Comp./SC	345.00	04/01/13-05/23/13
Stout, Ronald	Rehersal/Perform. Jazz Comp./SC	320.00	04/01/13-05/23/13
Teng, Anthony	BSEWD Org. & Enrollment/SC	2,144.00	06/17/13-08/09/13
¹ Twicken, Lawrence	Chair, Political Science/SC	1,468.00	08/12/13-12/21/13
Watkins, James	SLO Liaison/IVC	500.00	08/12/13-12/21/13

¹ Correction to stipend amount approved on June 17, 2013 Board Agenda as \$2,936.00.

B. ADDITIONAL COMPENSATION: GENERAL FUND - Continued

2. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated at their respective hourly rate for Non-Instructional Assignments/Projects (3-for-1) for 2013/2014 fiscal year.

<u>Name</u>	<u>Assignment/Project</u>	<u>Effective Date</u>
Bander, Carol	Writing Sample Reader, ESL/SC	08/19/13-12/21/13
Daniels, Stevie	Writing Sample Reader, ESL/SC	08/19/13-12/21/13
Jacobs, Nicole	Writing Sample Reader, ESL/IVC	08/19/13-12/21/13
Lam, Chin	Writing Sample Reader, ESL/SC	08/19/13-12/21/13
Lebauer, Roni	Writing Sample Reader, ESL/SC	08/19/13-12/21/13
McGirr, Julie	Writing Sample Reader, ESL/IVC	08/19/13-12/21/13
Schultz, Dolores	Writing Sample Reader, ESL/SC	08/19/13-12/21/13
Striedter, Anna	Writing Sample Reader, ESL/IVC	08/19/13-12/21/13

C. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for 2012/2013 and 2013/2014 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Alexander, Ariel	Jazz Camp/SC	200.00	06/01/13-06/30/13
Barrows, Morgan	Water Resource Curriculum Dev./SC	1,800.00	04/01/13-05/23/13
Beck, Rebecca	Co-Coord. BSI ESL Assess./IVC	1,000.00	08/19/13-12/21/13
Bereiter, Sarah	English Dept. BSI Workshop/IVC	150.00	01/14/13-05/23/13
Bereiter, Sarah	English Dept. BSI Workshop/IVC	75.00	08/13/12-12/20/12
Bradshaw, Donald	Curric./Deliverables/Workshop/IVC	1,400.00	05/27/13-07/31/13
Connors, Frances M.	English Dept. BSI Workshop/IVC	75.00	08/13/12-12/20/12
Dhillon, Rajanpal	Career Wkshop/Student Success/SC	200.00	07/09/13-07/09/13
Dhillon, Rajanpal	STEM Guitar Workshop/SC	500.00	07/22/13-07/26/13
Esteras, Wendy	English Dept. BSI Workshop/IVC	75.00	01/14/13-05/23/13
Esteras, Wendy	English Dept. BSI Workshop/IVC	75.00	08/13/12-12/20/12
Foults, Coralyn	English Dept. BSI Workshop/IVC	75.00	08/13/12-12/20/12
Foults, Coralyn	English Dept. BSI Workshop/IVC	150.00	01/14/13-05/23/13
Gleason, Linda	Team Leader Orienting/N170/SC	2,202.88	08/19/13-12/21/13
Gleason, Linda	Manage Nursing Student Success/SC	3,442.00	08/19/13-12/21/13
Glumace, Sean	Assist w/Project Deliverables/IVC	1,400.00	04/30/13-05/23/13
Glumace, Sean	Asst w/Project Deliv/Bootcamp/IVC	1,400.00	05/27/13-07/31/13
Goulding, Carrie	English Dept. BSI Workshop/IVC	150.00	08/13/12-12/20/12
Goulding, Carrie	Writing Workshop, BSI/IVC	944.08	05/28/13-08/09/13
Goulding, Carrie	English Dept. BSI Workshop/IVC	150.00	01/14/13-05/24/13
Grace, Adrienne	Asst w/Project Deliv/Bootcamp/IVC	1,400.00	05/28/13-07/31/13
Gray Mattoon, M.	English Dept. BSI Workshop/IVC	75.00	08/13/12-12/20/12
Heinze, Amy C.	English Dept. BSI Workshop/IVC	75.00	01/14/13-05/23/13
Hogan, Daniel	English Dept. BSI Workshop/IVC	225.00	01/14/13-05/23/13
Hogan, Daniel	English Dept. BSI Workshop/IVC	75.00	08/13/12-12/20/12
Huang, Erin	English Dept. BSI Workshop/IVC	75.00	08/13/12-12/20/12
Hughes, Luther	Jazz Camp/SC	1,000.00	06/01/13-06/30/13
Hughes, Luther	Jazz Composition/Concert/SC	330.00	04/01/13-05/23/13

C. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND - Continued

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for 2012/2013 and 2013/2014 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount (\$)</u>	<u>Effective Date</u>
Huntington, John	Vocalist for Requiem/SC	1,000.00	05/01/13-05/23/13
Huntington, John	Performer, Fiddler on the Roof/SC	3,000.00	06/01/13-07/31/13
Inlow, Lisa	Curric. Dev. CTE Coll. Grant/SC	2,000.00	01/19/13-05/23/13
Johnson, Elaine	STEM Guitar Workshop/SC	500.00	07/22/13-07/26/13
Johnson, Paul	Jazz Camp/SC	1,125.00	06/01/13-06/30/13
Kaminsky, Rebecca	Writing Workshop/BSI/IVC	500.00	08/19/13-12/21/13
Kussoy, Carolina	Org./Coord./Market Wkshop/IVC	1,400.00	05/27/13-07/31/13
Lee, Florence	Assist w/Project Deliverables/IVC	1,400.00	05/27/13-07/31/13
Lemon, William	English Dept. BSI Workshop/IVC	75.00	08/13/12-12/20/12
Lemon, William	English Dept. BSI Workshop/IVC	150.00	01/19/13-05/23/13
Lutz, Sunita	English Dept. BSI Workshop/IVC	150.00	01/19/13-05/23/13
Manchik, Victor	Analyze Survey Data/Perkins/SC	500.00	06/17/13-06/27/13
Massaro, Dixie	Curric. Revs/Asst. w/Deliverbls/IVC	2,100.00	05/27/13-07/31/13
Mathur, Roopa	Project Director, Sub-Award/IVC	8,400.00	05/27/13-08/11/13
Mathur, Roopa	Curric. Revs/Asst. w/Deliverbls/IVC	1,400.00	05/27/13-07/31/13
Mattoon, Mark	English Dept. BSI Workshop/IVC	75.00	08/13/12-12/20/12
McBean, Kelly	Assist w/Proj. Deliverables/IVC	1,400.00	05/27/13-07/31/13
McCord Roy	Pgrm Mgmt/Curric. Dev./IVC	1,100.00	07/23/13-08/09/13
McLaughlin, June	Assist w/Proj. Deliverables/IVC	1,400.00	05/27/13-07/31/13
Meyer, Kurt	Writing Workshop/BSI/IVC	500.00	08/19/13-12/21/13
Monacelli, Brian	Phys. Sci. Curriculum Dev./IVC	2,750.00	07/23/13-08/09/13
Monacelli, Brian	Program Dev./Marketing/IVC	3,250.00	07/23/13-08/09/13
Monacelli, Brian	Phys. Sci. Co-Project Director/IVC	2,857.50	08/19/13-12/21/13
Ozima, Megan	Writing Workshop/BSI/IVC	500.00	08/19/13-12/21/13
Pinter, Gerald	Jazz Camp/SC	1,000.00	06/01/13-06/30/13
Pollizzi, Vincent	STEM Guitar Workshop/SC	200.00	07/22/13-07/26/13
Quinlan, Emily	Prepare Agenda Pres. Roundtable/SC	500.00	06/17/13-06/27/13
Quinlan, Emily	Outline Prep CWE Internship/SC	700.00	06/17/13-06/27/13
Roberson, Russell	STEM Guitar Workshop/SC	500.00	07/22/13-07/26/13
Scott, Daniel	Assist w/Proj. Deliverables/IVC	1,400.00	05/27/13-07/31/13
Serpas, Summer	Writing Workshop/BSI/IVC	1,375.64	05/28/13-08/09/13
Serpas, Summer	Writing Workshop/BSI/IVC	1,375.64	08/19/13-12/21/13
Smith, Harold	English Dept. BSI Workshop/IVC	75.00	01/19/13-05/23/13
Terranova, John	English Dept. BSI Workshop/IVC	75.00	01/19/13-05/23/13
Thomas, Linda	English Dept. BSI Workshop/IVC	75.00	08/13/12-12/20/12
² Thomas, Toni	Early College Pgrm Facilitation/IVC	200.00	01/22/13-05/23/13
Urell, Robert	Assist w/Proj. Deliverables/IVC	1,400.00	05/27/13-07/31/13
Wilson, Jeffrey	Co-Coord. BSI ESL Assess./IVC	1,000.00	08/19/13-12/21/13

² Correction to stipend amount approved on February 25, 2013 Board Agenda as \$100.

D. AUTHORIZATION TO CHANGE TITLE FOR FULL-TIME ACADEMIC COUNSELOR

1. IRVINE VALLEY COLLEGE seeks authorization to change the title of a full-time academic counselor, due to change in funding. This is a change in title **only**.
 - 1a. ELIMINATE AMERICORPS COORDINATOR/COUNSELOR, Pos. #2292, Academic Salary Schedule, full-time, 36 hours per week, 10 months per year academic position, effective July 23, 2013, and **CREATE** EOPS-CARE COORDINATOR/COUNSELOR, Academic Salary Schedule, full-time, 36 hours per week, 10 months per year academic position, effective July 23, 2013.
 - 1ai. TANRIVERDI, FAWN, ID #4923, change in title only from Americorps Coordinator/Counselor, Pos. #2292, Academic Faculty Salary Schedule Column V, Step 13, 36 hours per week, 10 months per year, to EOPS-CARE Coordinator/Counselor, Academic Salary Schedule Column V, Step 13, 36 hours per week, 10 months per year, effective July 23, 2013.

ATTACHMENT 1

NAME: ANNA CATHLEEN GREINER

POSITION: DEAN, ONLINE AND EXTENDED EDUCATION
Office of Instruction
Irvine Valley College

EDUCATION:

Ph.D. Higher Education Administration/Public Policies
Claremont Graduate University
Claremont, CA

M.S. Education Policy and Management
University of Oregon
Eugene, OR

M.A. Philosophy/Systematic Theology
Jesuit School of Theology
Berkeley, CA

B.S. Economics
Oregon State University/Whitman College
Corvallis, OR

EXPERIENCE: Dr. Greiner has a long career in higher education as a teacher and administrator, with expertise and responsibility in leadership, online learning, meeting community and innovation learning needs, assessment, and institutional strategic planning and policy research. She has served in increasingly responsible positions at UCI-University Extension, Chapman University, National University, and San Luis District. Dr. Greiner has served on city committees for the City of Laguna Beach and as a volunteer docent for the Laguna Coast Wilderness Park. She has previously been a Board Member and President of *Leadership California*, Board Member and Chair for the Commission of Accelerated Programs in higher education, Board Member for the Center for Women and Religion, and has volunteered for St. Vincent de Paul and Episcopalian Services Committee.

LICENSES AND CERTIFICATES:
CA Community College Credential, Lifetime, Religion and Philosophy; Blackboard 9.1 certification

PROFESSIONAL AFFILIATIONS:
Western Association of College and University Business Officers (WABUO), track-leader/presenter; Leadership California; Council for Adult and Experiential Learning, CAEL; Association for the Study of Higher Education, ASHE; American Educational Research Association, AERA; Pi Lambda Theta, International Honor and Professional Association in Education; American Association of University Women, AAUW

PROFESSIONAL INVOLVEMENT and AWARDS:
ACCJC Site Visiting Team (2010, 2011 & 2012); Executive Advisory Board, *Leadership California* (2009); WASC Senior Commission Site Visit Team, Team Editor (2008); Task Leadership Seminar (selective process), Booz Allen Hamilton (2008); President, Board of Directors, *Leadership California* (2008 and 2009; Board 2003-); Recipient, Annual Award of Recognition, Booz Allen Hamilton (2007); Chair, Executive Board, Commission for Accelerated Programs in Higher Ed. (2006); TWIN Award Recipient, June. YWCA Tribute to Women in Industry, San Diego (2005); author of research articles, presentations, book chapter regarding online education, ethics and other higher education topics.

ATTACHMENT 2

NAME: CARRIE GOULDING

POSITION: ENGLISH COMPOSITION INSTRUCTOR
Division of Liberal Arts
Saddleback College
Full-Time, Tenure Track

EDUCATION:

J.D. Law
Chapman University, School of Law
Orange, CA

M.A. English Literature
Chapman University
Orange, CA

B.A. Humanities
Brigham Young University
Provo, UT

EXPERIENCE: Carrie has over six years of experience teaching developmental and college level writing, including assignments at Orange Coast College, Santa Ana College, Chapman University, and Irvine Valley College (IVC). She has also taught legal writing at Trinity School of Law. Most recently, Carrie's teaching has focused on improving the success of basic skills students, and at IVC she has assisted in developing and piloting an accelerated, basic skills writing course that prepares students for college writing in one semester. Carrie has presented the principles of acceleration and the results of this pilot course at the 2013 National On Course Conference, the January 2013 South Orange County Community College Student Success Summit, and at a 3CSN Introduction to Acceleration Workshop at Cuyamaca College. Carrie has also presented at Irvine Valley College on strategies to address students' affective needs, teaching grammar within the context of the writing process, and the principles of an effective first assignment. Before returning to teaching, Carrie practiced law for two years.

LICENSES AND CERTIFICATES:

- Member, California State Bar

PROFESSIONAL AFFILIATIONS:

- Fellow, California Acceleration Project 2012-13
- Fellow, University of California, Irvine, Writing Project

AWARDS:

- Chapman University School of Law, National Association of Women Lawyers Outstanding Law Graduate Award

ATTACHMENT 3

NAME: CAROLINA KUSSOY

POSITION: COMPUTER INFORMATION MANAGEMENT INSTRUCTOR
School of Business Sciences
Irvine Valley College
Full-Time, Tenure Track

EDUCATION:

M.B.A. Business Administration
University of California, Irvine
Irvine, CA

B.A. International Relations, Philosophy
Mills College
Oakland, CA

EXPERIENCE: Ms. Kussoy is a business and enterprise technologies instructor and marketing and communications professional with over ten years of experience in private industry. She has served as a part-time faculty member in the Computer Information Management department in the School of Business Sciences at Irvine Valley College, teaching industry standard software applications and operating systems via the traditional classroom, hybrid, and online learning environment. As a technology veteran, Ms. Kussoy worked for Santa Ana-based Ingram Micro to launch the Infrastructure Technology Solutions (ITS) division, focused on big data storage, network security, virtualization, and cloud computing. She also led the global marketing and brand campaigns of start-up ventures in gaming and electronic entertainment, as well as in biotechnology. During her first year at Irvine Valley College, Ms. Kussoy collaborated with TEDxOrangeCoast and helped to coordinate Irvine Valley College's first-ever TEDxIVC Conference bringing together South Orange County's business and academic communities for a full day session of simulcast TED talks. And, with the support of the School of Business Sciences, she developed and launched a student-centered blog--www.achieveyourpotential.org--an online resource for tools and information to help students prepare for today's competitive job market. Through her industry collaboration, she partnered with recruitment agency, Manpower, and Pacific Communications, the marketing and advertising extension of Allergan, to host a campus workshop series on resume building and effective job search.

LICENSES AND CERTIFICATES:

- Currently pursuing CompTIA Certifications

PROFESSIONAL AFFILIATIONS:

- Business Education Statewide Advisory Committee
- Cisco Networking Academy
- International Society for Technology in Education

AWARDS:

- Most Valuable Team Player, Company Award
- Best Media Kit, Advertising/Marketing Industry Award
- Most Notable Launches, Industry Award

ATTACHMENT 4

NAME: MARK MINKLER

POSITION: COUNSELOR: VETERANS/GENERALIST
School of Guidance and Counseling
Irvine Valley College
Full-Time, Tenure Track

EDUCATION:

M.S. Counseling
Troy University
Montgomery, AL

M.S. Human Resources Management
Troy University
Montgomery, AL

B.S. Computer Science
Troy University
Montgomery, AL

EXPERIENCE: Mr. Minkler has nine years of experience in Higher Education, with an emphasis on Veterans Programs; and experience in Academic Advising, Career Counseling, Financial Aid, and Veterans Benefits Administration. Previous positions include Coordinator of Veterans Affairs at Troy University, Montgomery, Alabama, and Veterans Advisor at Palomar College, San Marcos, California. Mr. Minkler developed Career & Education Transition programs and procedures as a Transition Specialist with the Wounded Warrior Battalion at Camp Pendleton MCB. He has taught a variety of college courses including Consumer Behavior, and Business/Entrepreneur Management, in both traditional and online formats.

LICENSES AND CERTIFICATES:

- Certified to administer and interpret the Myers-Briggs Type Indicator Step 1 and Step 2 Instruments, and the STRONG Interest Inventory
- Trained VA School Certifying Official since 2004

PROFESSIONAL AFFILIATIONS:

Previous membership in the Veterans Program Administrators of California (VPAC), Western Association of Veteran Education Specialist (WAVES), and the National Association of Veterans Program Administrators (NAVPA).

AWARDS:

- American Counseling Association District VII Graduate Student of the Year, 2004
- Palomar College Student Services Employee of the Month, November 2010
- National Association of Veterans Program Administrators (NAVPA) National Service Award, December 2011

ATTACHMENT 5

NAME: SHAWN O'ROURKE

POSITION: SPEECH INSTRUCTOR/FORENSICS COACH
Division of Fine Arts and Media Technology
Saddleback College
Full-Time, Tenure Track

EDUCATION:

M.A. History
California State University, Stanislaus
Stanislaus, CA

B.A. History
Carroll College
Helena, MT

EXPERIENCE: After graduating with his Master's Degree from California State University, Stanislaus, Shawn O'Rourke became a volunteer coach at Solano Community College where he had previously attended and competed for their speech and debate team. His contribution to Solano's successful competitive season was noticed by the coaching staff at Orange Coast College, who offered him a job as a coach and adjunct instructor in their Communication Studies Department. Over the past five years, Shawn has been an active member of the department and school, in addition to coaching the Orange Coast College Speech Team during their numerous successful seasons. In 2010 he was the recipient of the Friend of the Student's Award for Part Time Faculty, and in 2013 he was elected Chair of the Part Time Faculty Committee. He also worked as the Director of Debate and Limited Preparation for the nationally-recognized speech team at Fullerton Union High School, helping many high school students use the activity to receive scholarships at colleges across the country. He is currently working on a second Master's Degree at California State University, Los Angeles. As a new hire, Shawn is looking forward to contributing to Saddleback's long tradition of student success and to the continued success of their speech and debate team.

AWARDS:

- 2010 Friend of the Student's Award – Part Time Faculty, Orange Coast College.

ATTACHMENT 6

NAME: ERIN QUEALY

POSITION: PHYSICS INSTRUCTOR
School of Physical Science and Technology
Irvine Valley College
Full-Time, Tenure Track

EDUCATION:

Ph.D. Physics
University of California, Berkeley
Berkeley, CA

M.A. Physics
University of California, Berkeley
Berkeley, CA

B.A. Physics
Carleton College
Northfield, MN

EXPERIENCE: Dr. Quealy has been a full-time Physics Instructor at Napa Valley College since August 2012, where she has taught courses offered at all mathematics levels. Her experimental physics background is an asset which she brings to teaching. During her thesis research at Berkeley, she developed novel instrumentation for astrophysical observations. Her laboratory work included electrical, mechanical, vacuum, and cryogenic systems. She has developed excellent physical intuition, and these skills are an asset in teaching, developing, and modifying laboratory courses. While at Berkeley, she had the opportunity to teach several courses as a graduate student, including calculus-based introductory physics and upper division laboratory courses.

Dr. Quealy enjoys mentoring and outreach. At Berkeley she participated in a formal mentorship training program and mentored undergraduate research. Her commitment to improving diversity in mathematics and science is evidenced by her volunteer teaching activities. She taught community college level mathematics at the Patten University San Quentin State Prison Extension for three semesters; she worked for two summers with under-represented minorities through the Level Playing Field Institute SMASH academy, where she designed new hands on laboratory curriculum; and she has also worked with young women on physics projects through the Expanding Your Horizons weekend workshop program.

ATTACHMENT 7

NAME: ERIN SHEA

POSITION: ART INSTRUCTOR (2D, DESIGN AND DRAWING)
Division of Fine Arts and Media Technology
Saddleback College
Full-Time, Tenure Track

EDUCATION:

M.F.A. Illustration (Art)
California State University, Fullerton
Fullerton, CA

B.F.A. Drawing and Painting
California State University, Fullerton
Fullerton, CA

EXPERIENCE: Ms. Shea is proud to be a graduate of Saddleback College where her connection to the art community began two decades ago. While earning her Master's in Fine Arts, she had the opportunity to teach Beginning Drawing for two years. Since graduating, she has been teaching 2D Design and Color Theory courses at Fullerton College and 2D Design and Watercolor courses at Orange County School of the Arts (OCSA). She enjoys teaching foundation courses as they provide vital elements and principles of visual arts and are a fundamental and integral part of a successful art program.

Ms. Shea's illustration work and curriculum are a blend of traditional and digital technologies. In both areas, she incorporates the components and applications of design with an emphasis on visual problem solving. She is fluent in Photoshop, Illustrator, and In Design, as well as Drawing, Watercolor, and Printmaking. She integrates conventional and contemporary media to provide students with vital exposure to a broad range of opportunities, which are needed to develop a rich and current visual language.

PROFESSIONAL AFFILIATIONS:

- Society of Children's Books Writers and Illustrators

AWARDS:

- Society of Children's Books Writers and Illustrators, Editor's Day, Portfolio Showcase Award - 2012
- Society of Children's Books Writers and Illustrators Mentorship Award - 2009

ATTACHMENT 8

NAME: LINDSAY STEINRIEDE

POSITION: KINESIOLOGY INSTRUCTOR
Division of Kinesiology and Athletics
Saddleback College
Full-Time, Tenure Track

EDUCATION:

M.A. Physical Education
University of South Florida
Tampa, FL

B.S. Kinesiology
San Diego State University
San Diego, CA

EXPERIENCE: Ms. Steinriede started teaching at Saddleback College and coaching the surf team in 2010. Since then, she has been teaching all levels of Yoga, Pilates, and Surfing, as well as serving as Assistant Coach to the Saddleback Women's Soccer Team, and Head Coach of the Saddleback Surf Team. In 2011, she was also hired at Mira Costa College to develop and teach in their yoga certification program. Over the past two years at Saddleback College, she has taught a variety of kinesiology theory and activity classes in their yoga and personal training certification programs, such as: Techniques and Analysis of Fitness and Weight Training, Yoga Teacher Development, Beginning/Intermediate/Advanced Yoga, Functional Resistant Training, and Health 101L. She served on Mira Costa's KHAN Advisory Board Committee and was a Faculty Mentor for Mira Costa's Cooperative Work and Internships program.

LICENSES AND CERTIFICATES:

- Yoga Alliance 200hr RYT
- ACE Personal Trainer
- Spinning - Mad Dog Athletics
- Turbo Kickboxing - Powder Blue Productions
- PiYo - Powder Blue Productions

PROFESSIONAL AFFILIATIONS:

- Association of Surfing Professionals (ASP)

AWARDS:

- 2012 Dana Point Grand Marshall
- 2011 ASP Women's Longboard World Champion
- 2010 ASP Women's Longboard North American Champion
- 2008 SDSU Magnum Com Laude
- 2006 ASP Women's Longboard North American Champion
- 2003 South Coast League Athlete of the Year

ATTACHMENT 9

NAME: JULIANNA THROCKMORTON-FRENCH

POSITION: COMMUNICATION STUDIES/FORENSICS INSTRUCTOR
School of Fine Arts
Irvine Valley College
Full-Time, Tenure Track

EDUCATION:

J.D. Law
Whittier Law School
Costa Mesa, CA

M.A. Human Communication
California State University, Fullerton
Fullerton, CA

B.A. Communication Studies
California State University, Long Beach
Long Beach, CA

EXPERIENCE: Ms. Throckmorton-French has worked for the past six years as a part-time Communication Studies Instructor. Specifically, she has taught at all of the campuses in the South Orange County Community College District including Irvine Valley College, Saddleback College, and Advanced Technology and Education Park (ATEP). In addition to her community college teaching experience, she has also taught at Concordia University, Irvine for the last two years. Ms. Throckmorton-French has also spent the last eleven years participating in Forensics. Over the last several years she served as the Director of Individual Events at Concordia University and a Forensics Coach at Irvine Valley College. She is also actively involved in the administration of forensics and served as the Tournament Director at the 2013 PSCFA Cool-Off Tournament. Most recently, she was a presenter at the 2013 Western State Communication Conference where she lectured on utilizing community outreach to sustain a thriving forensics program during difficult economic times.

PROFESSIONAL AFFILIATIONS:

- American Bar Association
- American Communication Association
- Latina Lawyers Bar Association
- Pacific Southwest Collegiate Forensics Association
- The Association for Women in Communications
- Western State Communication Association

AWARDS:

- 2013 Carl Bovero Award for forensics excellence
- Four 1st place individual sweepstakes trophies; 1st place in the PSCFA Overall League; 1st place at the NPDA National Debate Tournament; 2nd place at the CCCFA State Championships; Gold at the Phi Rho Pi National Tournament

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: Classified Personnel Actions – Regular Items
ACTION: Approval/Ratification

BACKGROUND

In accordance with Education Code Section 70902(b)(4), all employee actions must be approved or ratified by the Board of Trustees of each respective community college district.

STATUS

Personnel are employed in the South Orange County Community College District for the purpose of meeting the needs of students.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve/ratify the classified personnel actions as shown in Exhibit A and Exhibit B.

Item Submitted By: *David Bugay, Ph.D., Vice Chancellor, Human Resources & Employer/Employee Relations*

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
CLASSIFIED PERSONNEL ACTIONS/RATIFICATIONS

A. NEW PERSONNEL APPOINTMENTS

1. CLASSIFIED EMPLOYMENT (Information Items – Pursuant to Board Policy 4002.1)

- a. BENAVIDES, CRISTINE is to be employed as Senior Admissions and Records Specialist, Pos. #4153, Office of Admissions, Records and Enrollment Services, Irvine Valley College, Classified Bargaining Unit Salary Range 126, Step 1, 40 hours per week, 12 months per year, effective July 1, 2013. This is a replacement for Joe Liu, who received a change of status.
- b. CAREY, BARBARA is to be employed as Senior Laboratory Technician, Consumer Sciences, Pos. #3735, Division of Advanced Technology and Applied Sciences, Saddleback College, Classified Bargaining Unit Salary Range 130, Step 1, 40 hours per week, 11 months per year, effective April 30, 2013. This is a replacement for Priscilla Kessler, who retired.
- c. ¹CASILLAS, MEGHAN is to be employed as Office Assistant, Pos. #3519, Division of Transfer, Career and Special Programs, Saddleback College, Classified Bargaining Unit Salary Range 113, Step 1, 19 hours per week, 11 months per year, effective July 1, 2013. This is a replacement for Juan De La Cruz, who resigned.
- d. LEUNG, ADELAIDE is to be employed as Accompanist, Pos. #4299, School of Fine Arts, Irvine Valley College, Classified Bargaining Unit Salary Range 126, Step 1, 20 hours per week, 10 months per year, effective August 12, 2013. This is a replacement for David Shepherd, who resigned.
- e. MACIEL, ANTHONY is to be employed as temporary, Acting Director of Technology and Broadcast Services, Information Technology Center, Office of Administrative Services, Saddleback College, Integrated Administrator/Managers Salary Range 20, Step 6, effective July 11, 2013 through July 12, 2013.
- f. MACIEL, ANTHONY is to be employed as Director of Technology and Broadcast Services, Pos. #4563, Information Technology Center, Office of Administrative Services, Saddleback College, Integrated Administrator/Managers Salary Range 20, Step 6, 40 hours per week, 12 months per year, effective July 15, 2013. This is a replacement for Mark Schffelbein, who will be retired.
- g. RAMCHANDANI, BRITTANY is to be employed as Administrative Assistant, Pos. #4746, Office of Marketing, Communication and Broadcast System, Irvine Valley College, Classified Bargaining Unit Salary Range 121, Step 1, 40 hours per week, 12 months per year, effective August 5, 2013. This position was approved by the Board of Trustees on February 25, 2013.

¹ Daughter of Lurdes Casillas, Senior Administrative Assistant, Admissions, Records, and Enrollment Services, Saddleback College.

A. NEW PERSONNEL APPOINTMENTS - Continued

- h. ²SOTO-BANKS, JENNIFER is to be employed as Child Development Specialist, Pos. #3298, Child Development Center, Office of Student Services, Saddleback College, Classified Bargaining Unit Salary Range 122, Step 3, 27.5 hours per week, 12 months per year, effective July 8, 2013. This employee has been rehired in her previous assignment within 39 months, per Board Policy 4201.3.
- i. ³WILKINSON, CHRISTOPHER is to be employed as Chief of Police, Pos. #4541, Office of Campus Safety and Security, Saddleback College, Integrated Administrator/Manager Salary Range 16, Step 8, 40 hours per week, 12 months per year, effective July 1, 2013. This is a replacement for Harry Parmer, who retired.
2. The following individuals are to be employed as **Substitutes** in the classification noted below, on an if-and-as-needed basis. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Classification</u>	<u>Range/Step</u>	<u>Start Date</u>
Cervantes, Martha	College Information Operator/SC	113/1	06/01/13
Chau, Phuong	Lab. Tech., Physical Science/IVC	122/1	07/01/13
Dixon, Sheryn	Dispatcher/Records/IVC	119/1	05/28/13
Eychaner, Tiffani	Transfer Center Specialist/IVC	123/1	07/01/13
Frazier, Sara	Human Resources Assistant/Dist.	121/1	06/18/13
Frias, Daina	Child Development Specialist/IVC	122/1	05/01/13
Frias, Daina	Sr. Child Development. Specialist/IVC	128/1	05/01/13
Gates, Stephanie	Health Center Nurse/SC	136/1	06/10/13
Guzman, Jean	Human Resources Assistant/Dist.	121/1	07/01/13
Hunter, Amy	Administrative Assistant/SC	121/1	05/21/13
Leigh, Alexander	Accompanist/SC	126/1	06/11/13
Ryan, Stacey	Health Center Nurse/SC	136/1	06/10/13
Sack, Tammy	Dispatcher/Records/IVC	119/1	05/28/13
⁴ Searcy, Arron	Community Ed. Program Specialist/SC	127/1	07/01/13

3. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2012/2013** academic year, on an if-and-as-needed basis, and shall work no more than 160 days in any fiscal year. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Hourly Rate (\$)</u>	<u>Start/End Date</u>
Ames, Sydne	Project Specialist/SC	9.50	06/01/13-06/30/13
Boyer, Gary	TMD Aide/SC	20.00	06/21/13-06/30/13
Dahanayake, Piyasha	Project Specialist/IVC	8.50	05/30/13-06/30/13
Gaerlan, Cherrilyn	Project Specialist/IVC	20.00	05/23/13-06/30/13
Garcia, Amy	Project Specialist/SC	9.50	06/01/13-06/30/13
Gonzalez, David	Outreach Aide/SC	12.50	05/28/13-06/30/13
Hamilton, Jeffrey	Project Specialist/IVC	15.00	06/21/13-06/30/13
Haukebo, Christine	Project Specialist/IVC	20.00	05/20/13-06/30/13

² Ms. Soto-Banks was a previous permanent employee of Saddleback College, who resigned on June 29, 2012.

³ Reinstated to active status from CalPERS.

⁴ Cousin of Tod Burnett, President, Saddleback College, and Mother of Carly Searcy, Recreation Aide, Saddleback College.

A. NEW PERSONNEL APPOINTMENTS - Continued

3. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2012/2013** academic year, on an if-and-as-needed basis, and shall work no more than 160 days in any fiscal year. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Hourly Rate (\$)</u>	<u>Start/End Date</u>
Ichikawa, Sherry	Clerk, Short-Term/SC	12.00	06/10/13-06/30/13
Kofford, Whitney	TMD Aide/SC	18.00	05/29/13-06/30/13
Ludes, Denise	Special Project Coord./SC	40.00	06/10/13-06/30/13
⁵ Mahoney, Christina	Clerk, Short-Term/SC	15.00	06/05/13-06/30/13
Malik, Amber	Project Specialist/IVC	8.50	05/30/13-06/30/13
Meeks, Adam	Project Specialist/SC	9.50	06/01/13-06/30/13
Morrison, Suzannah	Project Specialist/IVC	20.00	06/21/13-06/30/13
Park, Christina	Project Specialist/SC	13.00	06/01/13-06/30/13
⁶ Rasouli, Monira	Project Specialist/IVC	8.50	05/30/13-06/30/13
Williams, Debbie	Project Specialist/Dist.	16.00	06/14/13-06/30/13
Zane, Lauren	CDC Aide/SC	13.00	05/30/13-06/30/13
Zevon, Sarah	Project Specialist/IVC	8.50	05/15/13-06/30/13

4. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2013/2014** academic year, on an if-and-as-needed basis, and shall work no more than 160 days in any fiscal year. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Hourly Rate (\$)</u>	<u>Start/End Date</u>
Aldrich, David	TMD Aide/IVC	20.00	07/01/13-06/30/14
Ames, Sydne	Project Specialist/SC	9.50	07/01/13-06/30/14
Armstrong, Tracey	Adapted Kines. Aide/SC	11.50	07/01/13-06/30/14
Barr, Jessica	Project Specialist/SC	12.50	07/01/13-06/30/14
Basalla, Megan	Project Specialist/SC.	10.50	07/01/13-06/30/14
⁷ Benkert-Langrell, Alex	Project Specialist/SC	12.50	07/01/13-06/30/14
Berg, Anothony	Outreach Aide/SC	10.50	07/01/13-06/30/14
Bieznieks, Erik	Project Specialist/IVC	16.00	07/01/13-06/30/14
Boyer, Gary	TMD Aide/SC	20.00	07/01/13-06/30/14
Brandom, Chad	Project Specialist/SC	15.00	07/01/13-06/30/14
Buchea, Jason	Project Specialist/IVC	18.00	07/01/13-06/30/14
Bullard, Kellie	Project Specialist/SC	15.00	07/01/13-06/30/14
Cabos, Gabby	Project Specialist/IVC	16.00	07/01/13-06/30/14
Cagney, Katie	Project Specialist/IVC	20.00	07/01/13-06/30/14
Campo, Enrique	Project Specialist/IVC	20.00	07/01/13-06/30/14
Cervantes, Martha	Project Specialist/SC	18.00	07/01/13-06/30/14
Chang, Yu-Hsin	Project Specialist/IVC	20.00	07/01/13-06/30/14
Cobos, Gabby	Project Specialist/IVC	16.00	07/01/13-06/30/14
Conway, Carolina	Adapted Kines. Aide/SC	11.50	07/01/13-06/30/14
Conway, Jason	Project Specialist/SC	12.50	07/01/13-06/30/14

⁵ Daughter of Mary Boland, Community and Contract Education, Saddleback College.

⁶ Siblings, Monira and Mohamed both work for Guidance and Counseling, Irvine Valley, College.

⁷ Son of Jenny Langrell, full-time Librarian, Saddleback College.

A. NEW PERSONNEL APPOINTMENTS - Continued

4. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2013/2014** academic year, on an if-and-as-needed basis, and shall work no more than 160 days in any fiscal year. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Hourly Rate (\$)</u>	<u>Start/End Date</u>
Cook, Kathleen	CDC Project Specialist/SC	20.00	07/01/13-06/30/14
Corbett, William	Project Specialist/SC	16.00	07/01/13-06/30/14
Dahanayake, Piyasha	Project Specialist/IVC	8.50	07/01/13-06/30/14
Dhillon, Rajanapal	Project Specialist/SC	18.00	07/01/13-06/30/14
Earle, Robert	Coaching Aide/IVC	15.00	07/01/13-06/30/14
Ebrahimpoor Khorsand, P.	Project Specialist/SC	12.50	07/01/13-06/30/14
Galvan, Nicolas	Project Specialist/SC	16.00	07/01/13-06/30/14
Garcia, Amy	Project Specialist/SC	9.50	07/01/13-06/30/14
Globerson, Jordan	Project Specialist/SC	15.00	07/01/13-06/30/14
Gonzalez, David	Outreach Aide/SC	12.50	07/01/13-06/30/14
Gonzalez, Deyanira	Project Specialist/SC	16.00	07/01/13-06/30/14
Graves, Darryl	Project Specialist/SC	15.00	07/01/13-06/30/14
Gregory, Matthew	TMD Aide/IVC	20.00	07/01/13-06/30/14
Guadarrama, Edgar	Project Specialist/IVC	20.00	07/01/13-06/30/14
Guillen, Yvette	TMD Aide/SC	16.00	07/01/13-06/30/14
Hamilton, Jeffrey	Project Specialist/IVC	15.00	07/01/13-06/30/14
Hartman, John	Project Specialist/SC	10.50	07/01/13-06/30/14
Helms, Toni	TMD Aide/SC	20.00	07/01/13-06/30/14
Hillebrand, Nicholas	TMD Aide/IVC	20.00	07/01/13-06/30/14
Hoang, Don	Project Specialist/IVC	12.50	07/01/13-06/30/14
Hooshmand, Chris	Project Specialist/IVC	16.00	07/01/13-06/30/14
Ichikawa, Sherry	Clerk, Short-Term/SC	12.00	07/01/13-06/30/14
Jones, David	Project Specialist/IVC	18.00	07/01/13-06/30/14
Kofford, Whitney	TMD Aide/SC	18.00	07/01/13-06/30/14
Kohlas, Paul	Project Specialist/IVC	18.00	07/01/13-06/30/14
LaLonde, Mia	CDC Aide/SC	12.00	07/01/13-06/30/14
Lindahl, Glenda	Project Specialist/SC	18.00	07/01/13-06/30/14
Longo, Amber	Project Specialist/SC	8.50	07/01/13-06/30/14
Lopez, Johanna	Project Specialist/SC	20.00	07/01/13-06/30/14
Ludes, Denise	Special Project Coord./SC	40.00	07/01/13-06/30/14
Mahoney, Christina	Clerk, Short-Term/SC	15.00	07/01/13-06/30/14
Malik, Amber	Project Specialist/IVC	8.50	07/01/13-06/30/14
McNulty, Karen	TMD Aide/SC	20.00	07/01/13-06/30/14
Meeks, Adam	Project Specialist/SC	9.50	07/01/13-06/30/14
Mier Y Teran, Eduardo	Project Specialist/IVC	10.50	07/01/13-06/30/14
Miller, Matthew	Project Specialist (IT)/Dist.	17.00	07/01/13-06/30/14
Modrynski, Jason	Adapted Kinesiology Aide/SC	11.50	07/01/13-06/30/14
Montoya Anderson, Stacy	Project Specialist/Dist.	20.00	07/01/13-06/30/14
Morrison, Suzannah	Project Specialist/IVC	20.00	07/01/13-06/30/14
Park, Christina	Project Specialist/SC	13.00	07/01/13-06/30/14
Petersen, Brandon	Project Specialist/SC	15.00	07/01/13-06/30/14
Raphael, Jerome	Project Specialist (IT)/Dist.	12.00	07/01/13-06/30/14
Rasouli, Monira	Project Specialist/IVC	8.50	07/01/13-06/30/14

A. NEW PERSONNEL APPOINTMENTS - Continued

4. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2013/2014** academic year, on an if-and-as-needed basis, and shall work no more than 160 days in any fiscal year. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Hourly Rate (\$)</u>	<u>Start/End Date</u>
Roehler, Trevor	TMD Aide/IVC	20.00	07/01/13-06/30/14
Serrano, David	Project Specialist/IVC	16.00	07/01/13-06/30/14
Shearman, Carrie	Project Specialist/SC	12.50	07/01/13-06/30/14
Small, George	Project Specialist/IVC	20.00	07/01/13-06/30/14
Snyder, Deborah	Clerk, Short-Term/SC	15.00	07/01/13-06/30/14
Sutton, Caitlin	Project Specialist/SC	8.50	07/01/13-06/30/14
Takenaka, Kyoko	TMD Aide/SC	10.50	07/01/13-06/30/14
Talby, Ethan	Project Specialist/SC	15.00	07/01/13-06/30/14
Terrado, Kevin	Project Specialist/SC	15.00	07/01/13-06/30/14
Thampi, Advait	Project Specialist/IVC	16.00	07/01/13-06/30/14
Tu, Veronica	Project Specialist/SC	10.50	07/01/13-06/30/14
Vanscheik, Jessie	CDC Aide/SC	13.00	07/01/13-06/30/14
Vigueras, Carla	TMD Aide/IVC	20.00	07/01/13-06/30/14
Williams, Debbie	Project Specialist/Dist.	16.00	07/01/13-06/30/14
Zane, Lauren	CDC Aide/SC	13.00	07/01/13-06/30/14
Zavaleta, Jacqueline	Project Specialist/SC	10.50	07/01/13-06/30/14
Zbierski, Justin	Project Specialist/SC	15.00	07/01/13-06/30/14
Zevon, Sarah	Project Specialist/IVC	8.50	07/01/13-06/30/14

5. The following individuals are to be employed as **Student Help (Temporary)**, Irvine Valley College and Saddleback College, on an if-and-as-needed-basis, for the **2012/2013** academic year.

<u>Name</u>	<u>Start/End Date</u>
Eshragh Nia, Nasim	06/13/13-06/30/13
Gunderson, Dylan	06/25/13-06/30/13
Jubb, Ashley	06/25/13-06/30/13
Nikkhah, Shahrzad	06/17/13-06/30/13

6. The following individuals are to be employed as **Student Help (Temporary)**, Irvine Valley College and Saddleback College, on an if-and-as-needed-basis, for the **2013/2014** academic year.

<u>Name</u>	<u>Start/End Date</u>
Abawi, Jasmin	07/01/13-06/30/14
Acensio, Cameron	07/01/13-06/30/14
Adlou, Bahman	07/01/13-06/30/14
Amy, John	07/01/13-06/30/14
Blanco, Kirsten	07/01/13-06/30/14
Bourg, Robert	07/01/13-06/30/14
Dahanayake, Piyasha	07/01/13-06/30/14
Dulawan, Christina	07/01/13-06/30/14

A. NEW PERSONNEL APPOINTMENTS - Continued

6. The following individuals are to be employed as **Student Help (Temporary)**, Irvine Valley College and Saddleback College, on an if-and-as-needed-basis, for the **2013/2014** academic year.

<u>Name</u>	<u>Start/End Date</u>
Eshragh Nia, Nasim	07/01/13-06/30/14
Gunderson, Dylan	07/01/13-06/30/14
Heidarpour Bardei, N.	07/01/13-06/30/14
Hernandez, Bridget	07/01/13-06/30/14
Joslyn, Brianna	07/01/13-06/30/14
Jubb, Ashley	07/01/13-06/30/14
Lin, Eric	07/01/13-06/30/14
Malik, Amber	07/01/13-06/30/14
Nikkhah, Shahrzad	07/01/13-06/30/14
Rasolui, Mohamed	07/01/13-06/30/14
Rasouli, Monira	07/01/13-06/30/14
Tate, Dion	07/01/13-06/30/14
Tejeda, Guillermo	07/01/13-06/30/14
Willmore, Lovell	07/01/13-06/30/14
Zevon, Sarah	07/01/13-06/30/14

7. The following individuals are to be employed on a temporary basis, as **Professional Expert (Community and Contract Education)**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2012/2013** academic year. Each individual's rate of pay not to exceed the amount as defined below. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Not to Exceed (\$)</u>	<u>Start/End Date</u>
Alsouwaid, Jasmine	Sr. Lifeguard/SC	16.00/hr	06/18/13-06/30/13
Brazeau, Brianna	Sr. Lifeguard/SC	16.00/hr	06/06/13-06/30/13
Brozek, Aezandra	Recreation Leader/SC	20.00/hr	06/18/13-06/30/13
Chopra, Sunjay	Recreation Leader/IVC	16.00/hr	06/07/13-06/30/13
Connors, Katelyn	Rec. Aide/SC	10.00/hr	05/28/13-06/30/13
DeKoning, Shannon	Sr. Lifeguard/SC	10.50/hr	05/15/13-06/30/13
DeVoy, Stephanie	Tutor/IVC	10.00/hr	03/29/13-06/30/13
Elliott, Christopher	Comm. Ed./SC	2500.00/cs	06/06/13-06/30/13
Espinoza, Ariana	Recreation Aide/SC	10.00/hr	06/18/13-06/30/13
⁸ Fain, Malik	Recreation Aide/SC	10.00/hr	05/04/13-06/30/13
Gamo, Elysia	Recreation Leader/SC	20.00/hr	05/15/13-06/30/13
Garcia, Renee	Comm. Ed./SC	2500.00/cs	06/06/13-06/30/13
Guiral, Kylie	Rec. Leader/SC	16.00/hr	05/14/13-06/30/13
Gutierrez, Alexis	Rec. Aide/SC	10.00/hr	06/25/13-06/30/13
Hamilton, Lauren	Sr. LG/SC	16.00/hr	06/04/13-06/30/13
Harper, Alyssa	Recreation Leader/IVC	16.00/hr	06/07/13-06/30/13
Jackson, Victoria	Recreation Aide/SC	10.00/hr	05/04/13-06/30/13
Johnson, Robert	Comm. Ed./SC	2500.00/cs	06/06/13-06/30/13
Kamholz, Ericka	Recreation Aide/SC	10.00/hr	05/04/13-06/30/13

⁸ Son of Trish Fain, Senior Administrative Assistant, Office of the President, Saddleback College.

A. NEW PERSONNEL APPOINTMENTS - Continued

7. The following individuals are to be employed on a temporary basis, as **Professional Expert (Community and Contract Education)**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2012/2013** academic year. Each individual's rate of pay not to exceed the amount as defined below. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Not to Exceed (\$)</u>	<u>Start/End Date</u>
⁹ Klein, Mikayla	Recreation Aide/SC	10.00/hr	06/18/13-06/30/13
¹⁰ Kruhmin, Kyle	Recreation Aide/SC	10.00/hr	05/04/13-06/30/13
Kunz, Sofia	Recreation Leader/IVC	16.00/hr	06/07/13-06/30/13
¹¹ Landingham, Lindsay	Recreation Aide/SC	10.00/hr	05/04/13-06/30/13
Li, Annie	Recreation Aide/SC	10.00/hr	05/04/13-06/30/13
Maldonado, Dominick	Recreation Aide/SC	10.00/hr	06/17/13-06/30/13
Marada, Jake	Sr. Lifeguard/SC	16.00/hr	06/06/13-06/30/13
¹² Mejia, Camille	Recreation Leader/IVC	11.00/hr	06/24/13-06/30/13
Merda, Megan	Recreation Aide/SC	10.00/hr	05/04/13-06/30/13
¹³ Meyer, Grant	Rec. Aide/SC	10.00/hr	06/10/13-06/30/13
Monzajeb, Nelly	Recreation Leader/SC	20.00/hr	05/15/13-06/30/13
¹⁴ Paretta, Alexandra	Sr. Lifeguard/SC	16.00/hr	05/15/13-06/30/13
Richter, Crystal	Recreation Leader/SC	20.00/hr	05/15/13-06/30/13
Rozas, Mackenzi	Recreation Aide/SC	10.00/hr	05/23/13-06/30/13
Sherwood, Kelley	Recreation Aide/SC	10.00/hr	05/04/13-06/30/13
Sica, David	Recreation Leader/IVC	16.00/hr	06/07/13-06/30/13
Sposato, Rebecca	Interpreter/SC	45.00/hr	06/06/13-06/30/13
Stanley, Barak	Recreation Leader/SC	15.00/hr	05/14/13-06/30/13
Unzueta, Gabrielle	Comm. Ed./SC	2500.00/cs	06/18/13-06/30/13
¹⁵ Watt, James	Recreation Aide/SC	10.00/hr	06/18/13-06/30/13
Williams, Destin	Interpreter I/SC	13.00/hr	06/10/13-06/30/13
Wojacynski, Scott	Recreation Aide/SC	10.00/hr	06/06/13-06/30/13
Wu, Jerry	Recreation Leader/IVC	16.00/hr	06/07/13-06/30/13
Zadoorian, Teddy	Rec. Aide/SC	10.00/hr	05/28/13-06/30/13

A. NEW PERSONNEL APPOINTMENTS - Continued

8. The following individuals are to be employed on a temporary basis, as **Professional Expert (Community and Contract Education)**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2013/2014** academic year. Each individual's rate of pay not to exceed the amount as defined below. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Not to Exceed (\$)</u>	<u>Start/End Date</u>
Adney, Curtis	Comm. Ed./IVC	2500.00/cs	07/01/13-06/30/14

⁹ Daughter of Laurie Murphy-Klein, part-time, Adjunct Faculty, Fashion, Saddleback College.

¹⁰ Son of Mark Kruhmin, Video Production Specialist, Fine Arts & Media Technology, Saddleback College.

¹¹ Daughter of Gabrielle Landingham, Senior Administrative Assistant, Counseling Services & Special Programs, Saddleback College.

¹² Sister of Corliss Mejia, Project Specialist, Office of Academic Program and Services, Irvine Valley College.

¹³ Son of Clifford Meyer, Full-time Instructor, Automotive Technology, Saddleback College.

¹⁴ Sister of Francesca Paretta. Sr. Lifeguard, Community Education, Saddleback College.

¹⁵ Son of Deborah Watt, Substitute, Classified Short-term Hourly, Saddleback College.

A. NEW PERSONNEL APPOINTMENTS - Continued

8. The following individuals are to be employed on a temporary basis, as **Professional Expert (Community and Contract Education)**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2013/2014** academic year. Each individual's rate of pay not to exceed the amount as defined below. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Not to Exceed (\$)</u>	<u>Start/End Date</u>
Aisner, Tyler	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Aldecoa, Joseph	Clinical Skills Spec./SC	30.00/hr	07/01/13-06/30/14
Allen, Jonelle	Comm. Ed./SC	2500.00/cs	07/01/13-06/30/14
Alsouwaid, Jasmine	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Arth, Allison	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Beckley, Shelley	Comm. Ed./SC	2500.00/cs	07/01/13-06/30/14
Brazeau, Brianna	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
¹⁶ Brewington, Elizabeth	Clinical Skills Spec./SC	30.00/hr	07/01/13-06/30/14
Brozek, Aezandra	Recreation Leader/SC	20.00/hr	07/01/13-06/30/14
Buckman, Jennifer	Interpreter IV/SC	30.00/hr	07/01/13-06/30/14
Buckwalter, Kurt	Clinical Skills Spec./SC	30.00/hr	07/01/13-06/30/14
Castellaw, Tyler	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Chopra, Sunjay	Recreation Leader/IVC	16.00/hr	07/01/13-06/30/14
Choromud, Ivette	Workforce Trainer/IVC	72.00/hr	07/01/13-06/30/14
¹⁷ Churchill, Caylie	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
¹⁷ Churchill, Tori	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Connors, Katelyn	Rec. Aide/SC	10.00/hr	07/01/13-06/30/14
Conway, Carolina	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Davidson, Kelsey	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
De Jesus Gomez, Jose	Tutor/IVC	12.00/hr	07/01/13-06/30/14
DeKoning, Shannon	Sr. Lifeguard/SC	10.50/hr	07/01/13-06/30/14
DeVoy, Stephanie	Tutor/IVC	10.00/hr	07/01/13-06/30/14
Do, Tin	Tutor/SC	12.00/hr	07/01/13-06/30/14
Edsall, Craig	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Elliott, Christopher	Comm. Ed./SC	2500.00/cs	07/01/13-06/30/14
Ellis, Cindy	Comm. Ed./IVC	2500.00/cs	07/01/13-06/30/14
Espinoza, Ariana	Recreation Aide/SC	10.00/hr	07/01/13-06/30/14
Fournier, Peter	Comm. Ed./IVC	2500.00/cs	07/01/13-06/30/14
Funke, Christina	Comm. Ed./SC	2500.00/cs	07/01/13-06/30/14
Gamo, Elysia	Recreation Leader/SC	20.00/hr	05/15/13-06/30/13
Garcia, Renee	Comm. Ed./SC	2500.00/cs	07/01/13-06/30/14
Genevro, William	Workforce Trainer/IVC	72.00/hr	07/01/13-06/30/14
Gorman, Ron	Comm. Ed./IVC	2500.00/cs	07/01/13-06/30/14
Gutierrez, Alexis	Rec. Aide/SC	10.00/hr	07/01/13-06/30/14
Hall, Jasmine	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Hamilton, Lauren	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14

¹⁶ Elizabeth Brewington, Clinical Specialist, Health Sciences & Human Services, Saddleback College and John Brewington, Clinical Specialist, Health Sciences & Human Services, Saddleback College are spouses and brother/brother-in-law respectively of H. James Brewington, Interpreter, DSP&S, Saddleback College & Irvine Valley College.

¹⁷ Siblings, both work for Community Education, Saddleback College.

A. NEW PERSONNEL APPOINTMENTS - Continued

8. The following individuals are to be employed on a temporary basis, as **Professional Expert (Community and Contract Education)**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2013/2014** academic year. Each individual's rate of pay not to exceed the amount as defined below. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Not to Exceed (\$)</u>	<u>Start/End Date</u>
Harper, Alyssa	Recreation Leader/IVC	16.00/hr	07/01/13-06/30/14
Hetschel, Alyssa	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Janke, Janelle	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Jelvani, Alborz	Tutor/SC	12.00/hr	07/01/13-06/30/14
Johnson, Robert	Comm. Ed./SC	2500.00/cs	07/01/13-06/30/14
Kemp, Leif	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Kim, Cecelia	Comm. Ed./IVC	2500.00/cs	07/01/13-06/30/14
Klein, Mikayla	Recreation Aide/SC	10.00/hr	07/01/13-06/30/14
Kunz, Sofia	Recreation Leader/IVC	16.00/hr	07/01/13-06/30/14
Landingham, Lindsay	Recreation Aide/SC	10.00/hr	07/01/13-06/30/14
Laugenour, Kelly	Tutor/SC	12.00/hr	07/01/13-06/30/14
Lawson, Hannah	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Lefevre, Zachary	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Lippert, Carol	Comm. Ed./IVC	2500.00/cs	07/01/13-06/30/14
Lopez, Eduardo	Comm. Ed./IVC	2500.00/cs	07/01/13-06/30/14
Luis, Geoffrey	Comm. Ed./IVC	2500.00/cs	07/01/13-06/30/14
¹⁸ Mackey, Brittney	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
¹⁸ Mackey, Marica	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
¹⁸ Mackey, Sierralyn	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Maldonado, Dominick	Recreation Aide/SC	10.00/hr	07/01/13-06/30/14
Marada, Jake	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Marandola, Alessandra	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
¹⁹ McCaughey, Colin	Comm. Ed./IVC	2500.00/cs	07/01/13-06/30/14
²⁰ McCluskey, Katherine	Clinical Skills Spec./SC	30.00/hr	07/01/13-06/30/14
Mejia, Camille	Recreation Leader/IVC	11.00/hr	07/01/13-06/30/14
Mendoza, Felipe	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
²¹ Meyer, Grant	Rec. Aide/SC	10.00/hr	07/01/13-06/30/14
Mirnia, Mojan	Tutor/SC	12.00/hr	07/01/13-06/30/14
Montes, Christopher	Clinical Skills Spec./SC	30.00/hr	07/01/13-06/30/14
Montgomery, Edie	Tutor/SC	12.00/hr	07/01/13-06/30/14
Monzajeb, Nelly	Recreation Leader/SC	20.00/hr	07/01/13-06/30/14
²² Murphy-Klein, Laurie	Comm. Ed./SC	2500.00/cs	07/01/13-06/30/14
Namiranian, Armita	TMD Aide/IVC	12.00/hr	07/01/13-06/30/14
Niaki, Shayan	Tutor/SC	12.00/hr	07/01/13-06/30/14
Nicholls, William	Comm. Ed./IVC	2500.00/cs	07/01/13-06/30/14
Noel, Kindel	Tutor/SC	12.00/hr	07/01/13-06/30/14

¹⁸ Siblings, all work for Community Education, Saddleback College.

¹⁹ Full-time Instructor, Administration of Justice, Irvine Valley, College.

²⁰ Daughter of Georgina McCluskey, Senior Administrative Assistant, Emeritus Institute, Saddleback College.

²¹ Son of Clifford Meyer, Full-time Instructor, Automotive Technology, Saddleback College.

²² Part-time, Adjunct Instructor, Fashion, Saddleback College, and mother of Mikayla Klein, Community Education, Saddleback College

A. NEW PERSONNEL APPOINTMENTS - Continued

8. The following individuals are to be employed on a temporary basis, as **Professional Expert (Community and Contract Education)**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2013/2014** academic year. Each individual's rate of pay not to exceed the amount as defined below. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Not to Exceed (\$)</u>	<u>Start/End Date</u>
²³ Paretta, Alexandra	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
²³ Paretta, Francesca	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Parks, Timothy	Model/SC	22.00/hr	07/01/13-06/30/14
Pasoz, Shaun	Tutor/SC	12.00/hr	07/01/13-06/30/14
Powers-Hubbard, Connor	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Purcell, Scott	Clinical Skills Spec./SC	30.00/hr	07/01/13-06/30/14
Quinn, Olivia	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Ray, Kerry	Model/SC	22.00/hr	07/01/13-06/30/14
Richter, Crystal	Recreation Leader/SC	20.00/hr	07/01/13-06/30/14
Rozas, Mackenzi	Recreation Aide/SC	10.00/hr	07/01/13-06/30/14
Rydzeski, Alexis	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Sandell, Elizabeth	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Schader, Pamela	Comm. Ed./IVC	2500.00/cs	07/01/13-06/30/14
²⁴ Searcy, Carly	Recreation Aide/SC	10.00/hr	07/01/13-06/30/14
Sharar, Erica	Comm. Ed./IVC	2500.00/cs	07/01/13-06/30/14
Shenoy, Rachna	Tutor/SC	12.00/hr	07/01/13-06/30/14
Sherwood, Kelley	Recreation Aide/SC	10.00/hr	07/01/13-06/30/14
Shirazi, Dorsa	Tutor/IVC	12.00/hr	07/01/13-06/30/14
Sica, David	Recreation Leader/IVC	16.00/hr	07/01/13-06/30/14
Simmons, Geoffrey	Tutor/SC	12.00/hr	07/01/13-06/30/14
Skelding, Benjamin	Sr. Lifeguard/SC	16.00/hr	07/01/13-06/30/14
Song, Kathy	Comm. Ed./IVC	2500.00/cs	07/01/13-06/30/14
Sposato, Rebecca	Interpreter/SC	45.00/hr	07/01/13-06/30/14
Staley, Matthew	Tutor/SC	12.00/hr	07/01/13-06/30/14
Stanley, Barak	Recreation Leader/SC	15.00/hr	07/01/13-06/30/14
Torche, Teri	Clinical Skills Spec./SC	30.00/hr	07/01/13-06/30/14
Unzueta, Gabrielle	Comm. Ed./SC	2500.00/cs	07/01/13-06/30/14
Watson, Jacob	Clinical Skills Spec./SC	30.00/hr	07/01/13-06/30/14
Watt, James	Recreation Aide/SC	10.00/hr	07/01/13-06/30/14
Williams, Destin	Interpreter I/SC	13.00/hr	07/01/13-06/30/14
Wojacynski, Scott	Recreation Aide/SC	10.00/hr	07/01/13-06/30/14
Wolken, Matthew	Workforce Trainer/IVC	72.00/hr	07/01/13-06/30/14
Wu, Jerry	Recreation Leader/IVC	16.00/hr	07/01/13-06/30/14
Yunes, Omar	Comm. Ed./SC	2500.00/cs	07/01/13-06/30/14
Zadoorian, Teddy	Recreation Aide/SC	10.00/hr	07/01/13-06/30/14

²³ Siblings, both work for Community Education, Saddleback College.

²⁴ Cousin of Dr. Tod Burnett, President, Saddleback College, and daughter of Aaron Searcy, Recreation Aide, Community Education, Saddleback College.

B. AUTHORIZATION TO ELIMINATE CLASSIFIED POSITION AND/OR POSITION NUMBERS

1. PUBLICATIONS TECHNICIAN, Pos. #3514, Classified Bargaining Unit Salary Schedule Range 122, Office of College Publication, Saddleback College seeks authorization to eliminate this full-time, 40 hours per week, 12 months per year position from its staff complement effective July 23, 2013. (Position #3514 was approved by the Board of Trustees on February 27, 2006)

C. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION

1. COUNSELING OFFICE ASSISTANT, Classified Bargaining Unit Salary Range 115, Division of Transfer, Career and Special Programs, Saddleback College, seeks authorization to establish and announce a part-time, 29 hours per week, 11 months per year position to its staff complement, effective July 23, 2013.
2. SENIOR GRAPHICS DESIGNER, Classified Bargaining Unit Salary Range 134, Office of College Publication, Saddleback College seeks authorization to establish and announce a part-time, 29 hours per week, 12 months per year position to its staff complement, effective July 23, 2013.
3. PROGRAM COORDINATOR, Categorical, a grant funded position, Classified Bargaining Unit Salary Range 134, Division of Business Sciences, and Vocational Education and Economic Development, Saddleback College, seeks authorization to establish a full-time, 40 hours per week position, to its staff complement, for the period of July 1, 2013 through February 28, 2014. Employment in this categorical, grant funded position is contingent upon funding by the Perkins Grant.

D. AUTHORIZATION TO ELIMINATE AND CREATE CLASSIFIED POSITIONS

1. **SADDEBACK COLLEGE** seeks authorization to eliminate and create the following Classified positions, within their organization as defined by Title V Education Regulation, Section (a) and (b), Recruitment 53021.
 - 1a. **ELIMINATE** DIRECTOR OF FOUNDATION, Office of College Foundation, Pos. #4696, Integrated Administrator/Managers Salary Schedule Range Y16, full-time, 40 hours per week, 12 months per year position from its staff complement, and **CREATE EXECUTIVE DIRECTOR OF COLLEGE FOUNDATION**, Office of College Foundation, Integrated Administrator/Managers Salary Schedule Range 22, full-time, 40 hours per week, 12 months per year position to its staff complement, effective July 1, 2013. (Position #4696 was approved by the Board of Trustees on May 21, 2013) (Exhibit B, Attachment 2)
 - 1ai. **RECLASSIFY** RICKNER, DONALD, ID #1040, from Director of Foundation, Pos. #4696, Integrated Administrator/Managers Salary Schedule Range Y16, Step 8, full-time, 40 hours per week, 12 months per year to Executive Director of College Foundation, Office of College Foundation, Integrated Administrator/Managers Salary Schedule Range 22, Step 4, full-time, 40 hours per week, 12 months per year, effective July 1, 2013

D. AUTHORIZATION TO ELIMINATE AND CREATE CLASSIFIED POSITIONS -

Continued

- 1b. **ELIMINATE** PARKING COORDINATOR, Office of Campus Safety and Security, Pos. #1035, Classified Bargaining Unit Salary Schedule Range 127, full-time, 40 hours per week, 12 months per year position from its staff complement, and **CREATE** POLICE TECHNICAL SERVICES SPECIALIST, Office of Campus Safety and Security, Classified Bargaining Unit Salary Schedule Range 132, full-time, 40 hours per week, 12 months per year position to its staff complement, effective July 1, 2013. (Position #1035 was approved by the Board of Trustees on April 24, 1989) (Exhibit B, Attachment 3)
 - 1bi. **RECLASSIFY** CRAVEN, ANDREW, ID #13573, from Parking Coordinator, Pos. #1035, Classified Bargaining Unit Salary Schedule Range 127, Step 6, 40 hours per week, 12 months per year to Police Technical Services Specialist, Classified Bargaining Unit Salary Schedule Range 132, Step 5, 40 hours per week, 12 months per year, effective July 1, 2013.
- 1c. **ELIMINATE** SENIOR FISCAL/VETERANS SPECIALIST, Student Payment/Veterans Office, Office of Administrative Services, Pos. #3321, Classified Bargaining Unit Salary Range 130, full-time, 40 hours per week, 12 months per year position from its staff complement, and **CREATE** STUDENT PAYMENT AND VETERANS OFFICES MANAGER, Student Payment/Veterans Office, Office of Administrative Services, Integrated Administrators/Managers Salary Range 5, full-time, 40 hours per week, 12 months per year position to its staff complement, effective July 1, 2013. (Position #3321 was approved by the Board of Trustees on February 27, 2006) (Exhibit B, Attachment 4)
 - 1ci. **RECLASSIFY** LINDBOE, DONALD, ID #12375, from Senior Fiscal/Veterans Specialist, Pos. #3321, Classified Bargaining Unit Salary Schedule Range 130, Step 6, 40 hours per week, 12 months per year to Student Payment and Veterans Offices Manager, Integrated Administrators/Managers Salary Range 5, Step 6, 40 hours per week, 12 months per year, effective July 1, 2013.
2. **IRVINE VALLEY COLLEGE** seeks authorization to eliminate and create the following Classified positions, within their organization as defined by Title V Education Regulation, Section (a) and (b), Recruitment 53021.
 - 2a. **ELIMINATE** ALTERNATE MEDIA SPECIALIST, Office of Technology, Pos. #4077, Classified Bargaining Unit Salary Schedule Range 140, full-time, 40 hours per week, 12 months per year position from its staff complement, and **CREATE** ASSISTIVE TECHNOLOGY ASSISTANT, Office of Technology, Classified Bargaining Unit Salary Schedule Range 134, full-time, 40 hours per week, 11 months per year position to its staff complement, effective July 23, 2013. (Position #4077 was approved by the Board of Trustees on May 26, 2009) (Exhibit B, Attachment 1)
 - 2b. **ELIMINATE** SENIOR LABORATORY TECHNICIAN, LIFE AND PHYSICAL SCIENCES, Pos. #4750, Classified Bargaining Unit Salary Range 130, full-time, 40 hours per week, 11 months per year position from its staff complement, and **CREATE** SENIOR LABORATORY TECHNICIAN, CHEMISTRY, Classified Bargaining Unit Salary Range 130, full-time, 40 hours per week, 11 months per year position, effective July 1, 2013. (Position #4750 was approved February 25, 2013)

E. CHANGE OF HOURS AND/OR CATEGORICAL FUNDING FOR CLASSIFIED POSITIONS

1. **SADDLEBACK COLLEGE** seeks authorization to increase the hours per week and/or change categorical funding for the following Classified positions within their organization.
 - a. **ELIMINATE** HEALTH OFFICE ASSISTANT, Pos. #3884, Student Health Center, Office of Student Services, Classified Bargaining Unit Salary Schedule Range 115, part-time, 20 hours per week, 12 months per year and **CREATE** HEALTH OFFICE ASSISTANT, Student Health Center, Office of Student Services, Classified Bargaining Unit Salary Schedule Range 115, part-time, 24 hours per week, 12 months per year effective July 1, 2013. (Position #3884 was approved by the Board of Trustees on May 27, 2008)
 - b. PROGRAM ASSISTANT, CATEGORICAL, a categorical/grant funded position, Pos. #4724, Classified Bargaining Unit Salary Schedule Range 118, full-time, 40 hours per week, 12 months per year, Division of Health Sciences and Human Services, funded by HIT Program/Workforce Development Grant to be funded by Enrollment Growth ADN Grant, effective January 14, 2013 through June 30, 2014. Employment in this grant/funded position is contingent upon funding by the Enrollment Growth ADN Grant.
 - c. **ELIMINATE** SENIOR GRAPHIC DESIGNER, Pos. #3624, Office of College Publications, Classified Bargaining Unit Salary Schedule Range 134, part-time, 29 hours per week, 12 months per year position from its staff complement, and **CREATE** SENIOR GRAPHICS DESIGNER, Office of College Publication, Classified Bargaining Unit Salary Schedule Range 134, full-time, 40 hours per week, 12 months per year position to its staff complement, effective July 23, 2013. (Position #3624 was approved by the Board of Trustees on July 24, 2006, and is appointed to Heather Siemon, ID #18453)

F. AUTHORIZATION TO CHANGE CLASSIFIED POSITIONS

1. **SADDLEBACK COLLEGE** seeks authorization to change the hours per week and/or months per year for the following Classified positions within their organization.
 - a. **ELIMINATE** ACCOMPANIST, Pos. #3786, Division of Fine Arts and Media Technology, Classified Bargaining Unit Salary Schedule Range 126, part-time, 5 hours per week, 10 months per year and **CREATE** ACCOMPANIST, Division of Fine Arts and Media Technology, Classified Bargaining Unit Salary Schedule Range 126, part-time, 3 hours per week, 10 months per year effective July 1, 2013. (Position #3786 was approved by the Board of Trustees on December 22, 2007, and is appointed to Patricia Foster, ID #1777)

F. AUTHORIZATION TO CHANGE CLASSIFIED POSITIONS - Continued

2. **IRVINE VALLEY COLLEGE** seeks authorization to change the hours per week and/or months per year for the following Classified positions within their organization.
 - a. **ELIMINATE SENIOR ADMINISTRATIVE ASSISTANT**, School of Library Services, Pos. #3662, Classified Bargaining Unit Salary Schedule Range 127, full-time, 40 hours per week, 12 months per year position from its staff complement, and **CREATE SENIOR ADMINISTRATIVE ASSISTANT**, School of Library Services, Classified Bargaining Unit Salary Schedule Range 127, full-time, 40 hours per week, 10 months per year position to its staff complement, effective May 1, 2013. (Position #3662 was approved by the Board of Trustees on December 11, 2006, and is appointed to Rocío Navarro, ID #9704)

G. CHANGE OF STATUS

1. **CLASSIFIED EMPLOYMENT** (Information Items – Pursuant to Board Policy 4002.1)
 - a. **HILDABIDLE, LOIS, ID #18548**, Senior Administrative Assistant, Pos. #3354, Classified Bargaining Unit Salary Range 127, Step 2, 40 hours per week, 12 months per year, School of Mathematics, Computer Science and Engineering, Irvine Valley College, is to be employed as Senior Administrative Assistant, Pos. #4751, Classified Bargaining Unit Salary Range 127, Step 2, 40 hours per week, 10 months per year, School of Business Sciences, Irvine Valley College, effective July 1, 2013. This position was approved by the Board of Trustees on February 25, 2013.
 - b. **ORLICH, VICTORIA, ID #16839**, Program Assistant, Categorical, Pos. #4724, Classified Bargaining Unit Salary Range 118, Step 5, 40 hours per week, 12 months per year, Division of Health Sciences and Human Services, Saddleback College, is to be employed as Health Sciences, Human Services Program Specialist, Pos. #3234, Classified Bargaining Unit Salary Range 123, Step 4, 40 hours per week, 12 months per year, Division of Health Sciences and Human Services, Saddleback College, effective July 1, 2013. This is a replacement for Chelsey Grey, who resigned.

H. OUT OF CLASS ASSIGNMENTS

1. **ALBA, DANIEL, ID #17501**, Custodian, Pos. #1113, Classified Bargaining Unit Salary Range 113, Step 3, 40 hours per week, 12 months per year, Office of Physical Plant, Saddleback College, has been given a temporary change in assignment to Building Maintenance Worker, Pos. #3343, Classified Bargaining Unit Salary Range 124, Step 1, 40 hours per week, Office of Physical Plant, Saddleback College, effective May 15, 2013 through July 5, 2013. This is a temporary reassignment for John Oropallo, who was on leave.
2. **BERMUDEZ, ALFRED, ID #6093**, Custodian, Pos. #1829, Classified Bargaining Unit Salary Range 113, Step 6, 40 hours per week, 12 months per year, Office of Physical Plant, Saddleback College, has been given a temporary change in assignment to Lead Custodian, Pos. #3306, Classified Bargaining Unit Salary Range 119, Step 4, 40 hours per week, Office of Physical Plant, Saddleback College, effective June 24, 2013 through July 8, 2013. This is a temporary reassignment for Manuel Ontiveros, who was on leave.

H. OUT OF CLASS ASSIGNMENTS - Continued

3. BLASSINGAME, MARGARET, ID #18087, Administrative Assistant, Pos. #4506, Classified Bargaining Unit Salary Range 121, Step 3, 40 hours per week, 12 months per year, School of Mathematics, Computer Sciences and Engineering, Irvine Valley College, has been given a temporary change in assignment to Senior Administrative Assistant, Pos. #3354, Classified Bargaining Unit Salary Range 127, Step 1, 40 hours per week, School of Mathematics, Computer Sciences and Engineering, Irvine Valley College, effective July 1, 2013. This is a temporary reassignment for Ann Hildabidle, who received a change of assignment.
4. KLINGE, ELLIOT, ID #18013, Ticket Office Operations Manager, a temporary assignment, Pos. #4651, Classified Bargaining Unit Salary Range 122, Step 2, 40 hours per week, Division of Fine Arts and Media Technology, Saddleback College, ended on June 30, 2013 and returned to permanent assignment as Front of House Assistant, Pos. #4390, Classified Bargaining Unit Salary Range 118, Step 3, 29 hours per week, 12 months per year, Division of Fine Arts and Media Technology, Saddleback College, effective July 1, 2013.
5. LEAL, RAUL, ID #1934, Lead Groundskeeper, a temporary assignment, Pos. #4668, Classified Bargaining Unit Salary Range 124, Step 6, 40 hours per week, Office of Physical Plant, Saddleback College, assignment ends on July 31, 2013 and returns to permanent assignment as Groundskeeper/Swimming Pool Maintenance Worker, Pos. #2804, Classified Bargaining Unit Salary Range 120, Step 6, 40 hours per week, 12 months per year, Office of Physical Plant, Saddleback College, effective August 1, 2013.
6. MANCHIK, MIRA, ID #10951, Senior Administrative Assistant, Pos. #3332, Classified Bargaining Unit Salary Range 127, Step 6, 40 hours per week, 12 months per year, Division of Business Sciences, and Vocational Education and Workforce Development, Saddleback College, has been given a temporary change in assignment to Program Coordinator, Categorical, Classified Bargaining Unit Salary Range 134, Step 4, 40 hours per week, Division of Business Sciences, and Vocational Education and Workforce Development, Saddleback College, effective July 1, 2013 through February 28, 2014. This assignment is contingent upon approval by the Board of Trustees of item C3 of this agenda. Employment in this categorical, grant funded position is contingent upon funding by the Perkins Grant.
7. MCCORMICK, MICHAEL, ID #16371, Technical Director/Scenic Designer, a temporary assignment, Pos. #4652, Classified Bargaining Unit Salary Range 132, Step 5, 40 hours per week, Division of Fine Arts and Media Technology, Saddleback College, ended on June 30, 2013 and returned to permanent assignment as Senior Laboratory Technician, Theatre Arts/Carpentry, Pos. #3869, Classified Bargaining Unit Salary Range 130, Step 5, 40 hours per week, 12 months per year, Division of Fine Arts and Media Technology, Saddleback College, effective July 1, 2013.
8. MONTIEL, RAMON, ID #14787, Building Maintenance Worker, Pos. #3844, Classified Bargaining Unit Salary Range 124, Step 6, 40 hours per week, 12 months per year, Office of Physical Plant, Irvine Valley College, has been given a temporary change in assignment to Maintenance Coordinator, Pos. #4366, Classified Bargaining Unit Salary Range 135, Step 2, 40 hours per week, Office of Physical Plant, Irvine Valley College, effective June 17, 2013. This is a temporary replacement for Gregory Peebles, who resigned.

H. OUT OF CLASS ASSIGNMENTS - Continued

9. MOSQUEDA, RICHARD, ID #18077, Custodian, Pos. #1315, Classified Bargaining Unit Salary Range 113, Step 2, 40 hours per week, 12 months per year, Office of Physical Plant, Irvine Valley College, has been given a temporary change in assignment to Building Maintenance Worker, Pos. #3844, Classified Bargaining Unit Salary Range 124, Step 1, 40 hours per week, Office of Physical Plant, Irvine Valley College, effective July 8, 2013. This is a temporary replacement for Ramon Montiel, who is in a temporary assignment.
10. NAWABI, MINA, ID #10437, Senior Admissions and Records Specialist, a temporary assignment, Pos. #4762, Classified Bargaining Unit Salary Range 126, Step 4, 40 hours per week, School of Admissions, Records and Enrollment Services, Irvine Valley College, ended on June 30, 2013 and returned to permanent assignment as Senior Counseling Office Assistant, Pos. #3469, Classified Bargaining Unit Salary Range 119, Step 6, 40 hours per week, 12 months per year, School of Guidance and Counseling, Irvine Valley College, effective July 1, 2013.
11. ONTIVEROS, MANUEL, ID #4096, Lead Custodian, Pos. #3306, Classified Bargaining Unit Salary Range 119, Step 5, 40 hours per week, 12 months per year, Office of Physical Plant, Saddleback College, has been given a temporary change in assignment to Acting Night Facilities Operations Supervisor, Pos. #4795, Integrated Administrators/Managers Salary Schedule Range 8, Step 1, 40 hours per week, Office of Physical Plant, Saddleback College, effective June 24, 2013 through July 8, 2013.
12. RAMIREZ, ESTEBAN, ID #5758, Custodian, Pos. #1268, Classified Bargaining Unit Salary Range 113, Step 6, 40 hours per week, 12 months per year, Office of Physical Plant, Irvine Valley College, has been given a temporary change in assignment to Building Maintenance Worker, Pos. #4783, Classified Bargaining Unit Salary Range 124, Step 2, 40 hours per week, Office of Physical Plant, Irvine Valley College, effective July 1, 2013. This is a temporary replacement for a position approved by the Board of Trustees on May 20, 2013.

I. ADDITIONAL COMPENSATION

1. OPEL, MARY, ID #19341, Construction Manager, Categorical, Pos. #4685, Office of Business Services, District, Integrated Administrator Manager Salary Range 16, Step 3, is to be paid a monthly stipend of \$125.00 for mileage allowance, effective May 1, 2013.
2. SCHIERMEYER, DAVID, ID #19339, Construction Manager, Categorical, Pos. #4686, Office of Business Services, District, Integrated Administrator Manager Salary Range 16, Step 5, is to be paid a monthly stipend of \$125.00 for mileage allowance, effective May 1, 2013.

J. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

1. FEILMEIER, MELISSA, ID #18073, Administrative Assistant, Pos. #4355, Classified Bargaining Unit Salary Range 121, Step 3, 40 hours per week, 12 months per year, Office of Technology Services, Irvine Valley College, resignation effective July 12, 2013. Payment is authorized for any compensated time off. (Start date: May 2, 2011)

J. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT - Continued

2. SMITH, SUMMER, ID #15093, Program Assistant, Categorical, Pos. #3612, Classified Bargaining Unit Salary Range 118, Step 6, 29 hours per week, 12 months per year, DSPS and Special Services, School of Guidance and Counseling, Irvine Valley College, resignation effective June 14, 2013. Payment is authorized for any compensated time off. (Start date: October 18, 2006)

K. VOLUNTEERS

1. The following individuals are to be approved as Volunteers for the **2012/2013 and 2013/2014** academic years.

Child Development Center, Office of Student Services, Saddleback College
Grulkowski, Susan

Community Education, Saddleback College

Backus, Paul	Barber, Angela	Barrera, Carolina
Brody, Adam	Camacho, Isis	Cantacessi, Angela
Carroll, Fiona	Clawitter, Craig	Davari, Nima
Davidson, Spencer	Davison, Katie	Delfaro, Christian
Eorelick, Don	Gambill, Hal	Hirsh, Rudy
Honcotin, Todd	Iwamoto, Takashi	Johnson, Jill
Johnson, Karen	Karimi, Jahangir	Kwatra, Karan
Maimone, Laura	Mallikage, Dinali	Martz, Starline
Prichard, Joshua	Roelen, Troy	Rothberg, Sandra
Schild, Natalie	Shang, Cecilia	Sizemore, Seaver
Strunk, Bret	Thompson, Scott	Vedova, Michelle
Wehr, Dana	Wehr, Martine	

School of Fine Arts, Irvine Valley College
Elsemri, Josie

Fine Arts and Media Technology, Saddleback College

Alegre, Pedro	Bartholomew, Kate	Benton, Hannah
Blalock, Karli	Bracken, Nancy	Bray, Leah
Clark, Rachelle	Cotta, Haylee	Ditto, Michelle
Encinas, Ava	Folex, Clint	Fuhr, Doreen
Hansen, Brian	Himelman, Kimberly	Hirsch, Steven
Huntington, John	Hyde, Heidi	Iveirsen, Lindsey
Johnson, Madisen	Kalantari, Mehrandokht	Koppel, Glenn
Leclair, Felicia	Locke, Jenna	Melhuish, Amanda
Mettler, Lilly	Moosekian, Marisa	Ripley-Rodriguez, Ella
Romanini, Joseph	Shin, Harrison	Song, Daniel
Souza, Kody	Tupy, Jackson	Vaewsoin, Bryce
Vasquez, Gregory	Vera, David	White, Alex
Whitson, Jim	Williams, Adam	

DSP&S, School of Guidance and Counseling, Irvine Valley College
Davies, Terri

K. VOLUNTEERS - Continued

1. The following individuals are to be approved as Volunteers for the **2012/2013 and 2013/2014** academic years.

Health and Wellness Center, Office of Student Services, Irvine Valley College

Chung, Faith	Dubs, Whitney	Gray, Anthea
Lukas, Alissa	Skulstad, Hank	

Humanities & Languages, Irvine Valley College

Asai, Naho	Coulter, Chikako	Holt, Larry
Honjo, Nana	Kojima, Saori	Nozaki, Mari
Sakuma, Kazuko	Sato, Shiho	Sonoyama, Yoshie
Tsukui, Tomoko		

Kinesiology and Athletics, Saddleback College

Abe, Robert	Acevedo, Hernan	Banis, Sam
Caley, John	Cherone, Robert	Chu, Warren
Gemmell, Paul	Kasper, Ranna	Laird, Laura
Samson, Xacfredo		

School of Library Services, Irvine Valley College

Frazian, Rachell

School of Life Sciences, Irvine Valley College

Molinar, Ruben

Online Education and Learning Resources, Saddleback College

Alimadad, Manijeh	Lindblad, James	Malakzadeh, Parinaz
Shepard-Howell, Susan		

School of Physical Sciences, Irvine Valley College

Anderson, Kathy

Office of Public Information, Marketing and Media Services, Irvine Valley College

Rojas, Stephanie

Social and Behavioral Sciences, Irvine Valley College

Wagner, Tamara`

ATTACHMENT 1

South Orange County Community College District

ASSISTIVE TECHNOLOGY ASSISTANT, ID # , Classified Bargaining Unit Salary Range 134

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

SUMMARY DESCRIPTION

Under direction from assigned management staff, provides alternate media services to students with various disabilities including adaptive applications and adaptive hardware; provides training and instruction to students, faculty, and staff in the use of alternate media services as well as with associated regulations; and creates and promotes a positive and supportive college-wide instructional climate for students with disabilities who use adaptive technology.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Provide support to users of adaptive applications and adaptive hardware used by students, faculty, and staff; diagnose and resolve problems associated with supportive services.
2. Develop and provide training on adaptive media technologies including group training modules, single-topic workshops, open labs, on-line tutorials, and one-on-one training; develop training aids as required including visual aids as well as slide and other media presentations.
3. Directly interact with adaptive students to assist them with learning supportive technologies; assess the student's level of successful adaptation.
4. Create and promote a positive and supportive college-wide instructional climate for students with disabilities who use adaptive technology.
5. Coordinate with Technology Services staff to ensure and verify that all Assistive Learning applications are functioning within established parameters for use by DSPTS students.
6. Evaluate and recommend methods of accessibility for instructional materials, textbooks, multimedia videos, and web-based coursework used in distance education programs.
7. Maintain an Assistive Technology Center including processes and procedures from a variety of sources; maintain a library of documentation and guidelines for alternate media and distance education media programs; coordinate DSPTS student referrals to the Assistive Technology Center.
8. Coordinate resources to users through research and consultation with users, technical staff, managers, and vendors.
9. Verify that all campus adaptive furniture and equipment is ergonomically compliant.
10. Serve as liaison between College staff, faculty, students with disabilities, and the DSPTS program to secure and translate College materials into an alternate format in a timely manner.
11. Facilitate timely transfer of assistive technology and alternate media information between students, faculty, and technical staff including conversion of instructional materials into large print, multi-media video, books on audio, Braille, and closed captioned viewing.

South Orange County Community College District
Page 2 – Assistive Technology Assistant

REPRESENTATIVE DUTIES

12. Assist in the identification of new technologies and processes with the objective of meeting alternate media and distance education guidelines for adapted computers, textbooks, print media, electronic textbooks, video captioning, web-based coursework, and other technology.
13. Perform testing of software; create test environments; provide feedback to software development staff regarding user access interface issues.
14. Attend and participate in outside training, conferences, and workshops; stay abreast of emerging technologies in assistive hardware and software, applicable federal and state laws, and developments in access technology.
15. Develop processes, procedures, and materials to facilitate education of faculty and students in the universal design of instructional material for use in distance education.
16. Perform related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

Various disabilities and reasonable accommodations.
Access strategies and requirements for various disabilities.
Adaptive hardware and software applications to provide assistance to students with disabilities with the appropriate accommodations.
Principles used in the presentation of disability training materials and alternate media programs.
Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.

Ability to:

Work with and exhibit sensitivity to and understanding of the diverse racial, ethnic, disabled, sexual orientation, and cultural populations of community college students.
Understand the needs of students with various disabilities and identify both hardware and software that can be used to assist the student.
Provide guidelines to faculty and staff on universal design for content compliance and proper implementation of alternate media programs.
Determine effective alternate media and distance education accommodations.
Troubleshoot and apply problem solving skills to alternate media problems.
Operate adapted computer hardware and software.
Assess and resolve problems associated with assistive learning.
Maintain Alternate Media Center office location and equipment.
Operate office equipment including computers and supporting word processing, spreadsheet, and database applications.
Work independently with little or no direction.
Learn pertinent federal, state, and local codes, laws, and regulations including ADA/Section 508 guidelines.
Communicate clearly and concisely, both orally and in writing.
Establish and maintain effective working relationships with those contacted in the course of work.

South Orange County Community College District
Page 3 – Assistive Technology Assistant

EDUCATION AND EXPERIENCE GUIDELINES - *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

Education/Training:

Equivalent to one year of college level course work in human services, psychology, sociology, special education, or a related field.

Experience:

Two years of experience that demonstrates the ability to provide assistance to a population with special needs, utilize adaptive technology, and learn new software applications.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting. Duties are typically performed at a desk or computer terminal; subject to noise from office equipment operation; frequent interruptions and contact in person and on the telephone with students, academic and classified staff and others. At least minimal environmental controls are in place to assure health and comfort.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

ATTACHMENT 2

South Orange County Community College District

**EXECUTIVE DIRECTOR OF COLLEGE FOUNDATION, ID # , Classified Management –
Integrated Administrators/Managers Salary Schedule Range 22**

DEFINITION

To effectively raise supplemental funds to augment the budget of an assigned community college; to plan, organize, coordinate, administer, direct and control all programs, operations and activities of the Foundation, including the development and strategic execution of a comprehensive annual giving program; ensure that programs are operating within the appropriate fiscal parameters and remain in compliance with applicable District, local, State and federal requirements; ensure timely and accurate submission of all required reports.

To direct and oversee difficult fundraising functions, supervise and evaluate the performance of assigned managerial, professional, technical and support staff; and ensure that all assigned personnel maintains strict ethical and legal practices, review procedures and polices periodically and implement improvements; recommend foundation policy and procedures.

To foster a culture of collaboration, mutual respect, innovation, and continuous improvement throughout the District; lead by example; actively participate in and support District-wide participatory governance components and activities and other collaborative processes; encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from the College President or designee. Exercises functional and technical supervision over support personnel assigned to the Foundation.

DISTINGUISHING CHARACTERISTICS

The Executive Director of the Foundation is a senior-level management position assigned to each of the District's community colleges. Each incumbent is required to be significantly self-directed, self-motivated and capable of working independently. The incumbents serves as chief fundraiser for the college and must possess expert management skills and the ability to create, direct and perform complex plans and strategies to reach significant fundraising goals. The incumbents must also possess the skills, experience and personal qualities to provide executive leadership to the staff, volunteers and colleagues to successfully meet the Foundation's annual goals and objectives.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Plan, develop, organize, coordinate, direct, administer and evaluate all programs, services, operations and activities of assigned college foundation involving fundraising, accounting, budgeting, internal controls, financial analysis and other programs to ensure the oversight of and integrity of all foundation resources.

Ensure proper controls over all funds raised and expenditures; assuring recording in accordance with appropriate regulations; and provide leadership, direction and guidance to foundation staff at the college.

Forecast short-range and long-range Foundation revenues and expenditures for the college; prepare multi-year fundraising projections and analysis for the President and other interested parties.

Direct the preparation of the Foundation's annual budget; plan and develop fundraising recommendations; present the budget to the President for his submittal to the Board of Trustees for its approval at public meetings; respond to questions as necessary.

South Orange County Community College District
Page 2 – Executive Director of College Foundation

EXAMPLES OF DUTIES

Ensure the development of a coordinated matrix of communication and solicitation strategies involving email, direct mail, phone/mail, personal visitation, volunteer engagement and events, all focused on shaping a sustainable tradition of annual support from alumni, community members and the staff and faculty of the College.

Foster the growth of best practices in the supporting areas of gift processing, data management and donor relations as related to annual giving and the College as a whole; demonstrate a keen appreciation of annual giving as the basis of successful major and gift planning programs.

Provide strategic direction and long-range/short-range planning for all these areas in the context of growing the annual giving program while supporting the greater development and campaign goals of the College Foundation.

Ensure that the College is a leader among peers as measured externally in terms of total dollars, percentage participation, consistency of giving and average gift size and internally in terms of clean data, ease of access to data and timely donor stewardship.

Lead the development and implementation of fundraising goals and strategies that significantly expand external resource development opportunities and results; support senior staff in the development of planned giving programs and cultivate new donors; maximize campus and community communication and coordination.

Focus on effective communication and solicitation activities within specific market segments identified as having potential for the greatest growth.

Ensure the overseeing of all annual giving, development services and donor relations programs including telemarketing, faculty/staff campaigns, departmental programs, senior gifting and other programs, data entry, report writing and generation, gift processing, donor stewardship, and all additional aspects of the College's constituent relations software.

Ensure the formulation and execution of a communications program supporting annual giving.

Ensure that all subordinates work effectively with the major gifts team and division representatives to gain strong participation in annual giving at all departments of the College and build strategies for moving donors to higher giving levels.

Ensure the management of a prospect pool with annual goals for personal visits and giving outcomes.

Ensure the creation, development and execution of a highly effective and sustainable volunteer component within annual giving.

Compile and analyze data related to program participation and evaluation; develop organizational structures and work processes that facilitate attainment of established program goals and objectives.

South Orange County Community College District
Page 3 – Executive Director of College Foundation

EXAMPLES OF DUTIES

Analyze and recommend policies, procedures, and funding required to continue programs; prepare and submit budget for assigned functions; review periodic reports to compare actuals against forecasts; and provide explanations of variances as necessary.

Develop, implement and maintain appropriate methods and procedures to optimize efficient and effective delivery of services related to assigned functions; monitor and evaluate operations and activities and take corrective actions as necessary.

Direct the appropriate handling of unusual problems or deviation from policy or procedures; consult with other college administrators, staff, and outside agencies as needed.

Review and analyze new legislation affecting auxiliary fundraising for a community college.
Provide technical expertise, information and assistance to the President regarding assigned functions; assist in the formulation and development of college policies, procedures and programs; and develop and administer goals, objectives, policies, administrative regulations, and priorities for areas of assignment.
Direct, instruct, supervise and evaluate the performance of assigned managerial, professional, technical and support staff; evaluate work products and results; establish and monitor timelines and prioritize work; interview, select and recommend hiring of employees; recommend transfers, reassignment, termination and disciplinary action; motivate staff and resolve conflicts within the group.

Communicate with community and business leaders, members of community service and business organizations, philanthropists, other college administrators and support personnel, representatives of State and federal agencies, other educational institutions, counselors and others to raise funds and to coordinate programs and activities.

Represent the College as appropriate; serve on committees, task forces and work groups outside the district; provide technical expertise concerning the fundraising operations of the college; represent the district at national, state, and regional conferences, as appropriate; and communicate committee actions, decisions, and matters of import to staff and colleagues.

Ensure compliance with District policies, as well as State and federal laws related to assigned programs; review and certify the accuracy of data concerning program participation.

Ensure the timely and accurate preparation, maintenance, distribution of reports, records and questionnaires as required by federal, State, local and District regulations.

Make oral presentations at various gatherings; conduct workshops to provide specialized information regarding the college foundation and its fundraising programs and activities.

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

Budget preparation and administration.

Community and business relations, outreach and resources.

Computer systems and software applications related to area of assignment of foundation management, including capabilities and limitations.

Concepts, methods and current practices of property/liability, student insurance and other loss control programs.

Correct English composition, grammar, spelling and vocabulary.

District and College organization, operations and objectives.

Financial record-keeping skills.

Interpersonal skills including tact, patience and diplomacy.

Knowledge of, and adherence to, the highest professional, ethical standards and practices related to area of assignment.

Methods of donor development, solicitation, recognition and stewardship.

Modern office practices, procedures, methods, and equipment.

Operation of computer, peripherals and software programs related to area of assignment.

Oral and written communication skills.

Organizational and management practices as applied to analysis and evaluation of assigned programs, policies and operational needs.

Planning and organizational skills.

Principles and practices of management, supervision, performance evaluation, and training.

Public speaking and presentation skills.

State and federal laws and regulations related to assigned program, such as nonprofit regulations, tax regulations, estate planning and fiduciary responsibilities.

Ability to:

Administer policies and procedures for areas of assignment.

Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.

Collect, compile and analyze data.

Communicate clearly, concisely and effectively, both orally and in writing, with diverse constituencies within and outside of the District.

Demonstrate ability and interest in managing, developing, motivating and mentoring staff.

Demonstrate critical analytical skills regarding fund raising to recognize opportunities, identify critical, high pay-off activities and prioritize them to attain goals.

Demonstrate excellent interpersonal skills, including the desire and ability to listen and be responsive to donors, professional advisors and other community partners.

Demonstrate openness to new ideas and their implementation.

Demonstrate proficiency in the use of technology, in particular database management and online marketing and fundraising programs.

Demonstrate strong managerial, leadership and supervisory skills.

Demonstrate organizational and communication skills.

Develop, coordinate, and administer the college foundation budget.

QUALIFICATIONS

Ability to:

Encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.

Establish and maintain positive, effective and cooperative working relationships with those contacted in the course of work.

Exercise initiative and work independently with minimum administrative direction.

Initiate and build relationships with existing and prospective donors including individuals, business, industry, philanthropic and other organizations.

Interpret, apply and explain applicable District policies and procedures.

Interpret, apply and explain applicable local, State and federal laws and regulations.

Maintain a high level of poise and professionalism in all circumstances.

Maintain current knowledge of effective annual giving and development services programs, including legal gift receipts.

Maintain the security of confidential materials.

Make clear and effective public presentations.

Manage multiple priorities simultaneously.

Operate computer and applications software, including database management, spreadsheet, word processing and software related to area of assignment.

Operate modern office equipment such as computer, printer, calculator, copier and facsimile machine.

Operate office equipment such as computer, printer, calculator, copier and facsimile machine.

Plan and organize work.

Plan, develop, organize, coordinate, direct, monitor, control and evaluate a wide variety of functions and administrative services, operations, programs and activities related to area of assignment.

Plan, organize, coordinate and direct a comprehensive annual giving and development services program.

Prepare and administer budgets for assigned program areas.

Prepare oral and written reports and recommendations.

Provide direction and motivation to others through communication, modeling appropriate behavior, optimism and high achievement.

React and adapt to changing situations easily and appropriately.

Recruit and train volunteers to serve on governing board.

Relate effectively to people of varied academic, cultural and socio-economic background using tact, diplomacy and courtesy.

Select, train, lead, direct, supervise and evaluate the performance of managerial, professional, technical and support personnel.

Solve complex problems and meet deadlines and goals with limited supervision.

Train, supervise and evaluate the performance of assigned personnel.

Understand and effectively and collaboratively work in a complicated multi-college environment, as well as within a system of community college districts.

Understand database management, gift processing and donor relations.

Work cooperatively with District Information Technology to develop sound information and reporting systems and procedures related to area of assignment.

Work effectively and cooperatively to achieve common goals

Work effectively with and motivate other development professionals and volunteers.

Work independently and within a team environment.

Work independently with minimum administrative direction.

South Orange County Community College District
Page 6 – Executive Director of College Foundation

EDUCATION AND EXPERIENCE GUIDELINES

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education:

Bachelor's degree from an accredited college or university with major course work in business administration, communications, public relations, marketing, philanthropic management or related field. Master's degree preferred.

Experience:

At least five years of increasingly responsible leadership experience in the administration of a large foundation, including demonstrated success in fund-raising and donor services management. A demonstrated track record for developing external resources at a college or university preferred.

Licenses and Other Certification:

A valid California driver's license.

Certified Fund Raising Executives (CFRE) credential.

Completion of fundraising certificate program and/or National Society of Fundraising Executives accreditation.

WORK ENVIRONMENT AND PHYSICAL DEMANDS

The work environment and physical demands described here are representative of those required by an employee to perform the essential functions of this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work Environment

Standard office and field setting. Duties are performed primarily in an office environment while sitting at a desk or computer workstation or in the community attending functions or meetings. Incumbents are subject to contact with community and business leaders, frequent interruptions, noise from talking or office equipment and demanding legal timelines. At least minimal environmental controls to assure health and comfort. Must be willing and able to travel and to work nights and weekends, as required.

Physical Demands

Incumbents regularly sit for long periods, walk short distances on a regular basis, travel to various locations to attend meetings and conduct work, use hands and fingers to operate an electronic keyboard or other office machines, reach with hands and arms, stoop or kneel or crouch to file, speak clearly and distinctly to answer telephones and to provide information; see to read fine print and operate computer; hear and understand voices over telephone and in person; and lift, carry, and/or move objects weighing up to 10 pounds.

ATTACHMENT 3

South Orange County Community College District

POLICE TECHNICAL SERVICES SPECIALIST, ID #, Classified Bargaining Unit Salary Range 132

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

SUMMARY DESCRIPTION

Under direction from the Chief of Police or designee, coordinates police support services at an assigned College including dispatch, records management, law enforcement evidence and property management, lost and found property, and parking functions and programs; identifies training needs and makes appropriate arrangements; and maintains departmental equipment and systems including to maintain networked systems and provide basic hardware and software troubleshooting.

DISTINGUISHING CHARACTERISTICS

This classification requires broad knowledge of police support services in order to coordinate activities, provide oversight, identify and/or provide training to classified and hourly employees, and perform duties on a back-up or as needed basis to ensure adequate coverage at all times. Strong technical knowledge related to communications systems, security systems, networked systems, hardware and software is required. Incumbents are expected to increase their depth of knowledge in all areas over time and maintain current knowledge of equipment and systems.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Act as a lead worker to other classified staff, short-term, non-continuing, and student employees; provide oversight and coordinate work schedules for assigned staff and functions; identify training needs and provide recommendations to Supervisor on the extent of additional training needed; as appropriate, provide or organize training.
2. Maintain the Police Department's networked systems hardware and software related to the College access control and CCTV/IP systems including installation, maintenance, and service of system components; configure cardholders and security objects; perform backup procedures; import/export cardholder records; generate reports.
3. Coordinate, oversee, and participate in the daily operations of the Police Department's Communications Center including to perform the full range of dispatcher duties as necessary; maintain the Law Enforcement Telecommunications systems in accordance with state law; oversee the telecommunication system to ensure security and dispatch of appropriate units; serve as the Agency California CLETS Coordinator (ACC) on matters pertaining to the use of the CLETS.
4. Coordinate, oversee, and participate in department's records management functions; oversee the automated records management systems; oversee the retention and distribution of criminal records and reports in accordance with established rules, regulations, policies, and procedures; interface with county, state, and federal police databases; maintain the crime report database; record information; generate applicable reports.

South Orange County Community College District
Page 2 – Police Technical Services Specialist

REPRESENTATIVE DUTIES

5. Coordinate, oversee, and participate in the College's parking function; interpret and explain parking rules and regulations to those being cited; serve as first level appeals officer for parking citation appeals; serve as liaison between the College and local courts regarding traffic violations.
6. Coordinate the general maintenance of parking lots and ensure proper functioning of all equipment associated with College parking functions; coordinate and perform minor maintenance on related equipment including parking meters, area lights, and painting of curbs; report specialized or more complex maintenance needs to appropriate personnel as required.
7. Manage and coordinate service, training, and maintenance of the Live Scan fingerprint system; provide Live Scan fingerprinting service.
8. Coordinate and oversee the Police Department's property and evidence function and room; ensure the maintenance of the property/evidence room in a clean and orderly manner; ensure the integrity of the property and evidence and that property/evidence is protected from damage or deterioration; ensure compliance with the current P.O.S.T. Evidence/Property guidelines; ensure employee health and safety is protected; ensure that property having no further value as evidence is being disposed of properly.
9. Oversee the College's lost and found property functions and services.
10. Act as lead worker and/or backup as needed in emergency management practices and processes; assist management personnel with the development, evaluation, and testing of emergency and disaster operating procedures in conjunction with other departments of the District and other agencies.
11. Oversee the Department vehicle fleet, installation, maintenance, and repair of Department equipment; plan and direct research into new equipment, preparation of specifications, procurement, upgrading, and maintenance of Department technology; requisition and maintain necessary supplies and equipment.
12. Research and apply for Public Safety and Homeland Security grants being offered to individual Public Safety Departments.
13. Perform data preparation and enter information into a computer system; prepare and manage the preparation and maintenance of reports, records, and logs including to prepare and publish the annual Jeanne Clery Act compilation, Campus crime statistics, Campus safety policies, timely warning requirements, and crime log information.
14. Serve as a liaison, conferring with city, state, and Federal officials on law enforcement concerns.
15. Interpret, ensure compliance with, and implement changes in policies, codes, regulations, and laws governing assigned functions including communications, use and confidentiality of police records, parking, and property and evidence control.
16. Interpret and implement changes in Federal Communications Commission rules and regulations; maintain the Saddleback College radio licenses with the Federal Communications Commission; oversee the development and implementation of radio equipment and maintenance records.

South Orange County Community College District
Page 3 – Police Technical Services Specialist

REPRESENTATIVE DUTIES

17. Provide input to the College and District Public Information Officer on press releases, news conferences, and requests for information from the press.
18. Evaluate operations and activities of assigned police support services functions and programs; recommend improvements or modifications; prepare various reports on operations and activities.
19. Collect and deliver monies to the business office from College campus parking meters and citation payments according to established policies and procedures.
20. Perform related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

Principles of police science, administration, and organization as they relate to police support services including dispatch, records, property and evidence, and parking.
College organization and operations as well as community college police methods and procedures.
Pertinent federal, state, local, and District laws, codes, rules, and regulations relative to police support services activities and services.
Principles and practices of personnel management, lead supervision, and training.
Federal and state law enforcement telecommunications systems policies and procedures.
Emergency communications radio systems in correlation with other emergency agencies and federal requirements.
Fire and intrusion alarm monitoring systems and operations.
Computer networks that provide criminal information to the College police department such as CLETS and NCIC.
Administration of department computer record-keeping and reporting requirements as prescribed by law.
Report preparation and record-keeping techniques.
Parking enforcement and traffic control principles and practices.
Dispatch radio codes and procedures.
National Incident Management System/Standardized Emergency Management System (NIMS/SEMS).
Modern office procedures, methods, and equipment including computers and applicable software applications.

Ability to:

Plan, coordinate, and direct assigned police support services functions effectively.
Lead, organize, train, direct, and review the work of police support services staff.
Perform repairs on police department networked systems and equipment as necessary.
Analyze emergency and non-emergency situations accurately and respond quickly and effectively.
Interpret and apply federal, state, local and District laws, codes, rules and regulations relative to police support services.
Read, understand, and interpret standard official legal documents.
Understand and apply principles of effective community college police administration.

South Orange County Community College District
Page 4 – Police Technical Services Specialist

QUALIFICATIONS

Ability to:

Analyze, develop, and recommend changes in methods, systems policy, and procedures related to complex and sensitive issues and programs.

Prepare clear, concise and comprehensive written, verbal and statistical reports.

Exercise judgment and discretion in analyzing and resolving problems.

Work in a liaison capacity with various governmental agencies and the community.

Learn standard procedures regarding the use of police radios and department telephones.

Perform the duties of a Dispatcher.

Operate equipment used in a police support services operation including supporting software applications.

Adapt to changing technologies and learn functionality of new equipment and systems.

Enter data into computer database.

Give, follow, and understand written and oral instructions.

Evaluate operations and activities of College police support services programs and recommend improvements.

Work with and exhibit sensitivity to and understanding of the varied racial, ethnic, cultural, sexual orientation, academic, socio-economic, and disabled populations of community college students.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

EDUCATION AND EXPERIENCE GUIDELINES - Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education/Training:

Equivalent to the completion of the twelfth grade supplemented by college level course work in criminal justice, records management, or other related program area.

Experience:

Five years of increasingly responsible experience that includes providing lead direction and that demonstrates technical knowledge of networked communications and security systems. Experience in a public safety dispatch center is highly desirable.

LICENSE OR CERTIFICATE:

- A valid California driver's license and proof of insurability is required to drive a District or personal vehicle.
- Ability to obtain current First Aid and CPR certification.
- Must satisfactorily complete Continuing Professional Training requirements set by P.O.S.T. and CLETS Train the Trainer Certificate within one year of employment.
- Completion of P.O.S.T. Dispatcher certification course, Communications Training Officer and Records courses within one year of employment.

TESTING AND BACKGROUND CHECK:

- Must submit to a thorough background investigation pursuant to standards established by the Commission for P.O.S.T.
- Must undergo a medical examination as required by Commission for P.O.S.T.
- Must pass the P.O.S.T. Entry-Level Dispatcher Selection Test Battery (written exam) or alternative job-related tests of these abilities.

South Orange County Community College District
Page 5 – Police Technical Services Specialist

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed in a campus police office setting with occasional work in a field environment. Duties are often performed at a desk or computer terminal; subject to noise from office equipment operation; frequent interruptions and contact in person and on the telephone with students, staff, and others. At least minimal environmental controls are in place to assure health and comfort; travel from site to site; exposure to inclement weather conditions.

Physical: Primary functions require sufficient physical ability and mobility to work in an office and field setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

Finalized by Forsberg Consulting Services, April, 2013

ATTACHMENT 4

South Orange County Community College District

STUDENT PAYMENT AND VETERANS OFFICES MANAGER, ID # , Classified Management – Integrated Administrators/Managers Salary Schedule Range 5

DEFINITION

To plan, organize, implement, coordinate, monitor and manage the programs, services, operations, staff, students and facilities at a community college Student Payment Office and Veterans Office; oversee the development, administration, implementation and evaluation of program activities and operations; prepare and administer annual program budgets; ensure compliance with District policies and applicable State and federal regulations related to student payment and Veterans programs; coordinate activities with other divisions and departments; and train, schedule, supervise and evaluate assigned personnel.

To foster a culture of collaboration, mutual respect, innovation, and continuous improvement throughout the District; lead by example; actively participate in and support District-wide participatory governance components and activities and other collaborative processes; encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.

SUPERVISION RECEIVED AND EXERCISED

Receives immediate supervision and administrative direction from the Director of Fiscal Services or President's designee. Exercises functional and technical supervision over Student Payment and Veteran Offices permanent staff, temporary employees and Veterans Administration (VA) student work-study students.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Plan, organize, coordinate and direct the operations and activities of the Student Payment and Veterans Offices to ensure compliance with applicable state and federal laws and regulations, and VA policies and regulations.

Plan, organize, coordinate and manage the operations and activities of the Student Payment and Veterans Offices, to include coordinating the hiring, scheduling, training, direct supervision and evaluation of permanent employees, temporary short-term clerks and VA work-study students; monitor work flow; implement policies and procedures; and review and evaluate work products, methods and procedures.

Develop and implement policies and procedures to optimize efficient and effective delivery of services to students, to include accurate posting of charges and payments; processing and maintenance of payment deferrals; processing of refunds; accurate and timely reporting to VA of VA students' data, to include course loads and fees; and maintenance of VA students' files.

Develop, manage and evaluate program activities and operations; compile, analyze and evaluate data related to Student Payment Office and Veterans Office programs; develop organizational structures and work processes that facilitate attainment of established program goals and objectives.

Develop, implement and oversee policies and procedures related to proper receipt and accountability of all cash, check and credit card payments made to the Student Payment Office; develop and oversee procedures for safeguarding of all information related to credit card and check data; develop and oversee procedures to ensure accountability for cash reserves and financial aid checks held by the Student Payment Office.

South Orange County Community College District
Page 2 – Student Payment and Veterans Offices Manager

EXAMPLES OF DUTIES

Conduct regularly scheduled staff meeting to provide information, conduct technical training, and discuss and resolve issues and concerns related to daily routines, activities and Student Payment and Veterans programs.

Communicate with other student services personnel, District administrators and support personnel, representatives of State and federal agencies, educational institutions, military service organizations, counselors and others to coordinate programs and activities.

Prepare, implement and administer annual approved program budgets; ensure adequate funding to support all required operations; prepare recommendations and justifications regarding budget requests; forecast need for additional funds needed for staffing, equipment, materials, and supplies; authorize expenditures according to District policies and applicable regulations.

Oversee and monitor the selection, ordering and care of supplies and equipment within the Student Payment and Veterans Offices.

Provide information, referrals, and outreach related to outside agencies that provide assistance to students in areas related to student payment problems or veterans' issues.

Interpret, apply and explain State and federal regulations and legislation; ensure compliance with District policies as well as State and federal laws related to assigned programs; review and certify the accuracy of data concerning program participation.

Coordinate and respond to periodic audits and program reviews; participate in internal, State and federal audits as needed; respond to findings and initiate actions as required.

Maintain current knowledge of the federal, state and VA regulations, policies and requirements and eligibility criteria for student payment programs and veterans' education programs.

Represent the Student Payment and Veterans Offices at a variety of administrative and professional meetings as required.

Make oral presentations to students, parents, counselors and professional colleagues at various gatherings; develop and direct the distribution of brochures, flyers and other materials to publicize student payment and veterans benefit for students.

Direct the maintenance of required records, reports and statistics.

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

Budget preparation and administration.

Correct English composition, grammar, spelling and vocabulary.

District and College organization, operations and objectives.

Federal, State and District laws, policies, and regulations related to veterans' education programs.

Financial record-keeping skills.

Interpersonal skills including tact, patience and diplomacy.

South Orange County Community College District
Page 3 – Student Payment and Veterans Offices Manager

QUALIFICATIONS

Knowledge of:

Operation of computer, peripherals and software programs, including student information systems, database management, spreadsheet, word processing and VA internet-based software.
Oral and written communication skills.
Planning and organizational skills.
Principles and practices of management, training, supervision and performance evaluation.
Principles and procedures of financial record keeping.
Public relations skills.
State, and District laws, policies, and regulations related to student payment programs.
Student payment programs and services.
Veterans' education benefits programs and services.

Ability to:

Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
Collect, compile and analyze data.
Communicate clearly, concisely and effectively, both orally and in writing, with diverse constituencies within and outside of the District.
Develop annual budgets, and effectively and efficiently administer budgets.
Encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.
Establish and maintain cooperative working relationships with those contacted in the course of work.
Interpret and apply complex and technical State and federal laws and regulations related to assigned programs.
Interpret, apply and explain complex and technical District, local, State and federal laws, codes and regulations related to student payment programs.
Interpret, apply and explain complex and technical federal laws and VA regulations related to VA education benefits.
Maintain the security of cash, checks and credit card payments, and of confidential materials.
Operate computer and applications software, including database management, spreadsheet, word processing and software related to student payment and veterans' education benefits programs.
Operate office equipment such as computer, printer, calculator, copier and fax machine.
Plan, develop, organize, implement, supervise and coordinate comprehensive student payment programs and services, and their effective delivery to students.
Plan, develop, organize, implement, supervise and coordinate comprehensive veteran's education benefits programs and services, and their effective delivery to students.
Prepare and maintain records, reports and files according to established procedures.
Prepare clear and concise oral and written reports and recommendations.
Relate effectively to people of varied academic, cultural and socio-economic background using tact, diplomacy and courtesy.
Train, supervise and evaluate the performance of assigned personnel.
Understand and effectively and collaboratively work in a complicated multi-college environment, as well as within a system of community college districts.

South Orange County Community College District
Page 4 – Student Payment and Veterans Offices Manager

EDUCATION AND EXPERIENCE GUIDELINES

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education:

A Bachelor's degree from an accredited college or university with major course work in education, counseling, public administration or a closely related field. A Master's degree and/or a military background preferred.

Experience:

Five years of increasingly responsible experience in college student payment and/or veterans office programs, including at least two years of experience in a supervisory capacity.

Licenses or Other Requirements:

A valid California driver's license.

WORK ENVIRONMENT AND PHYSICAL DEMANDS

The work environment and physical demands described are representative of those required by an employee to perform essential functions of the job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Work Environment

Standard office setting. Duties are performed primarily in an office environment while sitting at a desk or computer workstation. Incumbents are subject to constant contact with students and staff, frequent interruptions, noise from talking or office equipment and demanding timelines. At least minimal environmental controls are in place to assure health and comfort.

Physical Demands

Incumbents regularly sit for long periods, walk short distances on a regular basis, travel to various locations to attend meetings and conduct work, use hands and fingers to operate an electronic keyboard or other office machines, reach with hands and arms, stoop or kneel or crouch to file, speak clearly and distinctly to answer telephones and to provide information; see to read fine print and operate computer; hear and understand voices over telephone and in person; and lift, carry and/or move objects weighing up to 10 pounds.

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: CCCT Student Trustee Member Election - 2013
ACTION: Information

BACKGROUND

Four student trustees have been nominated to run for the position of Student Trustee member on the California Community College Trustees Board. The election will occur on Friday, August 16, 2013 during the afternoon session at the Student Trustee Orientation Workshop, held this year at the Embassy Suites Anaheim South in Garden Grove.

STATUS

Each student trustee in attendance at the orientation may cast one vote for the CCCT Student Trustee member. There are four nominees vying for the position. The secret ballot election will take place following three-minute speeches by each candidate. The ballots will be counted by three tellers and results announced at the orientation. The candidate with the highest number of votes will be declared the winner. In the event of a tie, a run-off election shall be conducted between the tied candidates.

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Basic Aid Report
ACTION: Information

BACKGROUND

The Board of Trustees has requested regular information reports about projected basic aid receipts and approved projects.

STATUS

The actual Basic Aid receipts since the District returned to Basic Aid status in FY 1999-2000, as well as the projects that the Board of Trustees has approved for funding with Basic Aid Funds are shown in EXHIBIT A.

As of June 30, 2013, Total Basic Aid Estimated Receipts of \$472.7M less Total Approved Projects in the amount of \$451.1M leaves a \$21.6M balance used for FY 2013-2014 projects approved at the June 2013 board meeting. These projects will be included in the August 2013 report.

It should be noted that some of the approved projects are for state funded project match. Although approved, these funds will not be needed until the projects are approved by the State for funding.

There was a change from the June, 2013 Board report of \$15,889,745 for a transfer of Basic Aid reserves to fund the OPEB liability which was approved at the May 2013 board meeting.

**South Orange County Community College District
Expenditure History for Approved Basic Aid Projects
July 22, 2013**

<i>Project Description</i>	<i>Approved Amount</i>	<i>1999/08 Actual</i>	<i>2008/09 Actual</i>	<i>2009/10 Actual</i>	<i>2010/11 Actual</i>	<i>2011/12 Actual</i>	<i>Balance Remaining for 2012/13</i>
CLOSED PROJECTS							
CLOSED PROJECTS TOTAL	166,258,363	139,428,614	11,697,779	7,520,626	3,582,102	3,818,816	210,426
CAPITAL PROJECTS							
Campus Appearance Improvement IVC & SC (2009)	1,000,000		378,837	215,312	144,365	738	260,748
ATEP Building Demolition (2007)	7,000,000		61,693	12,192	1,439,404	781,124	4,705,587
ATEP First Building Phase 3A (2011)	12,500,000						12,500,000
ATEP Operating Budget* (2006)	11,601,028	3,935,289	2,273,645	2,390,930	1,798,762	507,119	695,283
ATEP Site Development (2012)	340,436					31,948	308,488
ATEP Site Development (2013)	2,100,000						2,100,000
ATEP Site Development Negotiations (2008)	4,265,883	899,132	1,080,568	592,509	618,846	322,921	751,907
ATEP Staffing, Equipment, Program Development (2007)	891,611		20,689	171,285	346,066	291,119	62,452
IVC A-400 Bldg Remodel (2011)	11,463,000					28,153	11,434,847
IVC Design and Install Entrance from Barranca (2003)	2,850,000	9,950	-	41,576	45,644	143,803	2,609,026
IVC Fine Arts Building (2008) - State Delay, Future Project request	61,278	61,163	115	-		-	-
IVC Life Sciences Project (2004)	11,710,000		81,776	793,360	448,231	(1,169,892)	11,556,525
IVC New Parking Lot (2013)	2,920,000						2,920,000
IVC Performing Arts Center Waterproofing (2013)	470,000						470,000
IVC Repair Exteriors A100, A200, A300, A400, B100 (2010)	400,000			-	215,836	34,022	150,142
IVC Replace Main Water Valves (2010)	275,000			6,035	76,957	97,311	94,697
IVC Replace Natural Gas Piping A&B Quads (2010)	230,000			3,088	41,368		185,544
IVC Science Lab Addition & Remodel (2006)	5,180,000	362,837	2,373,462	2,024,161	412,531	-	7,009
IVC SSC HVAC System (2010)	800,000			1,346	19,668	732	778,254
IVC Upgrade Exterior & Entries to B300 (2013)	680,000						680,000
SC Building Repairs - Library Remodel (2003)	7,141,000	77,892	-	511,511	745,863	1,817,215	3,988,518
SC Building Repairs - LRC Comm Arts Renovation (2013)	2,622,000					-	2,622,000
SC Building Repairs - ATAS Building (2003)	14,733,313	152,376	1,048	-	13,800	94,380	14,471,709
SC Building Repairs - ATAS Swing Space Renov (2013)	5,806,687						5,806,687
SC Demolition and Upper Quad Remodel (2008)	1,000,000		-	-			1,000,000
SC Fine Arts HVAC Renovation (2013)	1,000,000						1,000,000
SC Golf Driving Range Net Replacement (2005)	300,000	91,800	5,000	5,000	4,950	19,300	173,950
SC Health Sciences/DS Waterproofing (2013)	1,000,000						1,000,000
SC Loop Road (2008)	3,442,000		-	5,740	212,701	-	3,223,559
SC New Gateway Building (2013) (Match)	1,545,115						1,545,115
SC Pool Deck Replacement (2010)	1,500,000			23	1,276,844	189,784	33,349
SC Roof Replace Tech & Applied Science, Village Bldg 3-8 (2010)	1,500,000			166,833	851,935	337,751	143,481
SC Sciences Building (M/S/E annex) (2003)	58,835,346	29,595	-	-	258,563	1,840,003	56,707,184
SC Storm Drain Repairs (2013)	1,500,000						1,500,000
SC Water Damages/Storm Drainage Issues (2013)	750,000						750,000
CAPITAL PROJECTS TOTAL	179,413,697	5,620,034	6,276,832	6,940,902	8,972,334	5,367,531	146,236,064
SCHEDULED MAINTENANCE							
IVC Library Exterior (2013)	275,000						275,000
IVC Lighting & Walkways (2013)	475,000						475,000
IVC Sports Facilities (2012)	342,600						342,600
SC Central Plant (2013)	750,000						750,000
SC Energy Management System (2012)	657,400					323,678	333,722
SC PE Complex (2013)	500,000						500,000
SCHEDULED MAINTENANCE PROJECTS TOTAL	3,000,000	-	-	-	-	323,678	2,676,322

**South Orange County Community College District
Expenditure History for Approved Basic Aid Projects
July 22, 2013**

<i>Project Description</i>	<i>Approved Amount</i>	<i>1999/08 Actual</i>	<i>2008/09 Actual</i>	<i>2009/10 Actual</i>	<i>2010/11 Actual</i>	<i>2011/12 Actual</i>	<i>Balance Remaining for 2012/13</i>
IT PROJECTS							
Campus Desktop Refresh (2013)	750,000						750,000
SOCCCD Awards Management System (2013)	500,000						500,000
SOCCCD Blackboard Plug-ins (2013)	150,000						150,000
SOCCCD Degree Audit/MAP Upgrade (2013)	750,000						750,000
SOCCCD Document Management Solution (2011)	659,202					622,823	36,379
SOCCCD End-of-Life Core Network/Tech Refresh (2013)	2,500,000						2,500,000
SOCCCD Enterprise Content Mgmt Expansion (2013)	150,000						150,000
SOCCCD HR/Bus Svcs Integrated Software (2013)	3,000,000					16,131	2,983,869
HRIS Data Migration	20,000						20,000
IT Governance - TeamDymanixHE Software	50,000						50,000
TracDat Integration with SharePoint	35,000						35,000
DW Infrastructure Inventory System	75,000						75,000
MySite Help System	20,000						20,000
Unified Communications System	50,000						50,000
IT Contingency	277,855						277,855
SOCCCD IT Basic Aid Projects (2013)	527,855					-	527,855
SOCCCD IT Projects SC/IVC/A/TEP Instruct & Student Svc (2010)	8,744,770			2,906,089	2,665,868	1,745,944	1,426,869
SOCCCD Matriculation SEP System (2013)	100,000						100,000
SOCCCD Predictive Analytics (2013)	250,000						250,000
SOCCCD Student Information System Enhancement (2013)	1,500,000						1,500,000
SOCCCD Student Information System Upgrade-Phase I/Phase II (2006)	14,102,260	8,819,991	4,111,633	1,099,661	4,250	22,466	44,259
SOCCCD Technology Needs 2007/08 (2008)	8,036,477	1,668,384	3,815,348	1,197,263	923,579	392,177	39,726
IT PROJECTS TOTAL	41,720,564	10,488,375	7,926,981	5,203,013	3,593,697	2,799,541	11,708,957

OTHER ALLOCATIONS							
SOCCCD Design/Build Specialty Consultant (2013)	175,000					13,300	161,700
SOCCCD DSA Project Close Out (2013)	160,000						160,000
SOCCCD Facilities System (2013)	704,000						704,000
SOCCCD FPP, IPP, 5 Year Plans (2013)	100,000						100,000
SOCCCD Lease/Leaseback Consultant (2013)	175,000						175,000
SOCCCD Legislative Advocacy Services - Basic Aid (2004 - present)	435,000	102,000	34,354	13,140		117,900	167,606
SOCCCD Legal Counsel Facility Related Issues (2013)	300,000						300,000
SOCCCD Trustee Election/General Election Expense (2004 - present)	2,198,988	453,867	527,830	-	417,291	-	800,000
SOCCCD Retiree Benefits (2001 - present)	56,507,683	24,417,938	500,000	2,500,000	8,000,000	2,600,000	18,489,745
OTHER ALLOCATIONS TOTAL	60,755,671	24,973,805	1,062,184	2,513,140	8,417,291	2,731,200	21,058,051

BASIC AID PROJECT TOTALS	451,148,295	180,510,829	26,963,776	22,177,681	24,565,424	15,040,766	181,889,819
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Commitments	257,813,653	54,256,170	37,446,916	41,176,493	(9,951,045)	67,412,356
Cumulative Commitments	257,813,653	312,069,823	349,516,739	390,693,233	380,742,187	448,154,543
Receipts	265,016,219	51,179,365	39,022,021	38,737,963	39,301,044	39,462,256
Cumulative Receipts	265,016,219	316,195,584	355,217,605	393,955,568	433,256,612	472,718,868
Cumulative Expenses	180,510,829	207,474,605	229,652,286	254,217,709	269,258,476	451,148,295
Uncommitted Basic Aid Funds	84,505,390	108,720,979	125,565,319	139,737,859	163,998,136	21,570,573

<i>Change from June 2013 Report:</i>	<i>Approved Amount</i>					<i>2012/13 and Forward</i>
Approved funds from Basic Aid reserve to fund OPEB liability	15,889,745					15,889,745
Total Change from June 2013 Report	15,889,745	-	-	-	-	15,889,745

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Facilities Plan Status Report
ACTION: Information

BACKGROUND

On August 30, 2004, the Board of Trustees received a list of projects under consideration for local funding and a report on the status of each project. The Board requested to be kept informed about these and other facilities projects.

STATUS

EXHIBIT A provides an up-to-date report on the status of current construction projects.

FACILITIES PLAN STATUS REPORT

July 22, 2013

SADDLEBACK COLLEGE**1. LIBRARY AND LEARNING RESOURCE REMODEL**

	Original	Revision	Total
Project Budget:	\$21,124,000	\$1,690,000	\$22,814,000
State Match:	\$16,139,000	(\$466,000)	\$15,673,000
Basic Aid Allocation:	\$4,985,000	\$2,156,000	\$7,141,000

Budget Narrative: Budget reflects Board agenda action on 10/24/04 and 6/22/09. The state approved 2011-2012 planning budget totaled \$21,124,000. A lower-than-estimated bid was received and the state reduced their match to \$15,673,000. The Board reallocated a portion of the state's short fall using basic aid funding for a funded total of \$22,814,000. The state has reimbursed their match equal to \$15,673,000 with \$13,673,000 returned to basic aid account.

Contractor delays result in extended costs for inspections, labor compliance, and project management cost. Staff will seek reimbursement during settlement discussions with the contractor. The remaining state reimbursement will remain in the project budget until completion of these negotiations.

Status: The contractor completed seventeen months behind schedule. Contractor payment withholdings include stop notices filed by subcontractors and material suppliers. Claim issues have been combined and a Judge has been assigned. The flooring warranty repair at the third floor has failed and has been rejected by the architect of record.

In Progress: Project punch list, close out documents and warranties submittals, DSA close out.

Recently Completed: A final pre-construction flooring replacement meeting was held on May 16th with all parties and the replacement of failed flooring began on May 20th. The flooring warranty removal and replacement work is *completed*.

Focus: Complete final punch list. Legal issues and close out of outstanding change orders.

Project Start: October 2004	Scheduled Finish: January 2012
Projected Finish: September 2012	DSA Close Out: Pending

2. SCIENCES BUILDING

	Original	Revision	Total
Project Budget:	\$52,234,000	\$6,816,000	\$59,050,000
State Match:	\$36,564,000	(\$36,564,000)	-
Basic Aid Allocation:	\$3,867,000	\$54,968,000	\$58,835,000
Unassigned:	\$11,803,000	(\$11,588,000)	\$215,000

Budget Narrative: Budget reflects Board agenda action on 8/26/08, 10/27/08, 4/27/09, 6/22/09, 5/24/10, 2/28/2011 and 8/24/2012. On February 28, 2011, the Board reassigned \$14,789,346 from other Saddleback College projects and applied \$29,000,000 from basic aid dollars to partially fund the Sciences building after three years running with no state funding. On August 27, 2012, the Board approved \$11,179,000 to fund the remainder of the project budget. In August, the state chancellor's office has escalated the project budget to \$59,050,000 resulting in the unassigned amount of \$215,000.

Status: Cost reduction efforts have brought the project estimate back into alignment with the project construction budget. Board approved Resolution to move forward with Validation Action and the Lease, Sublease and Construction Services Agreement contract documents as to form approved. See Sciences Building Update at the end of this report.

In Progress: *Constructability reviews are completed.* Proceeding into Validation Action. Sub-trades prequalification documents were received by the contractor on March 4th and have been reviewed. Notices have been sent out to subcontractors that submitted prequalification packages and subcontractors have been selected for bid. The prequalified subcontractors list was reviewed by the District and College.

Recently Completed: *The Division of the State Architect (DSA) approved and stamped the construction documents on June 26th.*

Focus: *Staff, consultants, and contractor are continuing efforts to establish bidding documents, bid protocols and record keeping and tracking of bidding procedures and outcomes consistent with competitive bid procedures.* Parallel with Validation, the contractor will bid sub-trades with the objective of finalizing the GMP and providing executed agreements back to the Board for final approval.

Project Start: March 2011	Scheduled Finish: October 2014 2015
Projected Finish: October 2014 2015	DSA Close Out: Pending

3. SITE IMPROVEMENTS

	Original	Revision	Total
Project Budget:	\$11,697,00	(\$2,699,417)	\$8,997,583
State Match:	-	-	-
Basic Aid Allocation:	\$3,442,000	-	\$3,442,000
Unassigned:	\$8,255,000	(\$2,699,417)	\$5,555,583

Budget Narrative: Budget reflects Board agenda action on 3/24/08. During the discovery phase and further defined through the Education and Facilities Master Plan (EFMP) process, the architect determined the budget estimate to be \$8,997,583. Environmental impacts could increase the project estimate.

Status: The Loop Road relocation project has been modified with the project's secondary effects taking priority: Site-work (relocation of the practice fields) and infrastructure (storm drain improvements) increased to include relocation of parking which will be lost as a result of locating the New Sciences Building in parking lot 5 and locating the TAS Swing Space (Auto-tech program) in parking lot 1. This request has been fully vetted at the College level and was approved in the Five Year plan. This Facilities Report reflects a new project name to better reflect the new scope of work. Environmental impacts are expected to be influential in budget and schedule planning.

In Progress: Priority order and funding for secondary effects are under consideration by the Capital Improvement Committee.

Recently Completed: The focus on the Loop Road project is directed toward secondary effects. *At the June 17, 2013 Board meeting, the Design/Build delivery method was approved for the project.*

Focus: *Meetings are being established with the stakeholders to develop the scope of work in order to enlist a Criteria Architect.*

Project Start: Phase I-Feb 2010	Scheduled Finish: On Hold
Projected Finish: On Hold	DSA Close Out: On Hold

4. TECHNOLOGY AND APPLIED SCIENCE (TAS) RENOVATION PROJECT

	Original	Revision	Total
Project Budget:	\$8,755,055	\$5,977,945	\$14,733,000
State Match:	-	-	-
Basic Aid Allocation:	\$1,956,000	\$12,777,000	\$14,733,000

Budget Narrative: Budget reflects Board agenda action on 2/28/11 and 8/27/2012. The original basic aid assignment of \$1,956,000 met design costs. The scope was revised to include both the North and South wing with a new budget estimated at \$14,733,000. On August 27, 2012, the Board approved \$12,777,000 to fully fund the project budget.

Status: The architect has submitted the Design Development documents for District review and approval.

In Progress: District is meeting with architect to review the Design Development Documents. Upon acceptance, the NTP to Construction Documents will be issued. *Saddleback Facilities is currently reviewing Mechanical Electrical and Plumbing design and equipment for comment.*

Recently Completed: The architect and Faculty /Users reviewed Design Documents, provided input and signed off on the drawings.

Focus: District review and approval of Design Documents and issuance of NTP for Construction Documents.

Project Start: September 2011	Scheduled Finish: March 2015
Projected Finish: April 2016	DSA Close Out: Pending

5. TECHNOLOGY AND APPLIED SCIENCE (TAS) SWING SPACE PROJECT

	Original	Revision	Total
Project Budget:	\$5,807,000	\$0	\$5,807,000
State Match:	-	-	-
Basic Aid Allocation:	\$5,807,000	\$3,714,000	\$9,521,000

Budget Narrative: Budget reflects Board agenda action on 8/27/2012. On August 27, 2012, the Board approved \$5,807,000 to fund the original project budget. *On June 17, 2013, the Board approved additional funding of 3,714,000.00.*

Status: Schematic Design review is complete. *The location of the interim Auto Tech Building is under consideration and may impact schedule and costs due to redesign at alternate location. Decision on final location expected in July.*

In Progress: Additional meetings were held this month with District Warehouse staff and administration to discuss site impacts and solutions regarding warehouse operations. The parking lot 1 location of the Auto Tech swing space is under review. *Alternate Locations are under consideration to minimize impact to Warehouse operations, parking, long term use for Maintenance operations after Auto Tech swing space requirements are completed, and compliance with Facilities Master Plan.*

Recently Completed: User sign-off at Village and Auto Tech swing space is complete. Geotechnical services are under contract. *Several meetings have been held* to determine location and configuration of the Auto Tech building.

Focus: *Approval of location to allow final budget review, and authorize architect to start design development documents.*

Project Start: May 2012	Scheduled Finish: December 2014
Projected Finish: <i>January 2016</i>	DSA Close Out: Pending

IRVINE VALLEY COLLEGE

1. PERFORMING ARTS CENTER AND PARKING LOT 5 EXTENSION

	Original	Revision	Total
Project Budget:	\$16,304,000	\$17,309,000	\$33,613,000
State Match:	\$14,472,000	-	\$14,472,000
Basic Aid Allocation:	\$1,832,000	\$17,309,000	\$19,141,000

Budget Narrative: Budget reflects Board agenda action on 4/30/2001, 10/28/2002, 1/20/2004, 2/23/2004, 12/13/2004, and 1/31/2006. Budget also reflects reporting as shown on State Chancellor’s Office FUSION report fiscal year 03-04 and 07-08.

Status: Construction complete and occupied. DSA Close Out underway. The final Notice of Completion was filed on September 24, 2007.

In Progress: There were 69 change orders requiring DSA approval. Approximately 17 remain in “Pending” status and must be closed to arrive at DSA close out.

Recently Completed:

Focus: Change order close-out. DSA Close-Out Consultant is engaged to work with the architect to complete this effort.

Project Start: October 2003	Scheduled Finish:
Finish: Complete: July 2007	DSA Close Out: Underway

2. B-200 SCIENCE LAB ANNEX AND B-239 REMODEL

	Original	Revision	Total
Project Budget:	\$4,120,000	\$2,860,000	\$6,980,000
State Match:	-	-	-
Basic Aid Allocation:	\$4,120,000	\$2,860,000	\$6,980,000

Budget Narrative: Budget reflects Board actions on 6/26/06 and 9/22/08.

Status: Construction complete and occupied. DSA close out underway.

In Progress: Staff has forwarded final close out documents and fees to DSA.

Recently Completed: The Notice of Completion was filed on July 8, 2010. Three remaining change orders have been approved. *DSA Certification and Close out was issued 6/10/13.*

Focus: *This project will be removed from future Facilities Reports.*

Project Start: July 2006	Scheduled Finish: December 2009
Finish: May 2010	DSA Close Out: Underway 6/10/13

3. LIFE SCIENCES PROJECT

	Original	Revisions	Total
Project Budget:	\$24,861,000	(\$4,371,000)	\$20,490,000
State Match:	\$17,393,000	(\$3,825,000)	\$13,568,000
Basic Aid Allocation:	\$1,113,000	\$10,597,000	\$11,710,000

Budget Narrative: Budget reflects Board agenda action on 6/22/2004, 5/23/2005, 3/24/2008, 4/27/2009, and 5/24/2010. The original project budget totaled \$24,861,000. The project budget was reduced to \$20,490,000 when a lower-than-estimated bid was received and the state reduced their match to \$13,568,000. When the state indicated they may not have funds for their match, the Board allocated a portion of the state's short fall using basic aid funding for a funded total of \$17,410,000. The state has reimbursed the district \$8,733,153 resulting in no need for additional basic aid funding. \$5,700,000 of the state reimbursement has been returned to basic aid project funds. Outstanding state reimbursement is \$4,834,847 which is the remaining portion of the state's contribution for construction funding and all equipment funding reimbursement.

Status: After Surety takeover, the new completion date is anticipated as July 31, 2013. Construction is 85% complete.

In Progress: Staff and end users are finalizing furniture, fixture and equipment lists. Staff is finalizing contract with Irvine Ranch Water District for non-potable water to toilets.

Exterior finishes include finishes to weather proofing and IPE Wood detail. Interior installation focuses on first and second floor HVAC, plumbing fixtures and casework installation. *HVAC commissioning, exterior panels for the greenhouse and site landscaping are underway.*

Recently Completed: *Exterior hardscape concrete, greenhouse framing, parking lot striping and site signage.*

Focus: Correction work continues. Negotiations between Surety and District to resolve added costs of schedule delay and minimize project impacts.

Project Start: December 2008	Scheduled Finish: July 2012
Projected Finish: July 31, 2013	DSA Close Out: Pending

4. FINE ARTS BUILDING

	Original	Revision	Total
Project Budget:	\$31,451,000	\$3,541,000	\$34,992,000
Anticipated State Match:	\$28,305,000	(\$3,715,000)	\$24,590,000
Basic Aid Allocation:	\$3,200,000	\$5,697,115	\$8,897,115
Unallocated:	(\$54,000)	1,558,885	\$1,504,885

Budget Narrative: Budget reflects reporting as shown on State Chancellor’s Office FUSION report planning year 2014-15. Budget reflects Board agenda action on 3/24/2008 and 4/27/2009. On August 27, 2012, the Board approved an additional \$1,545,115 to fund the revised project budget.

Status: The District submitted a Final Project Proposal (FPP) to the State Chancellor’s Office on June 30, 2008. Funding was pushed back first to December, 2009, and again to September, 2010. The District re-submitted once more with a shift of funding to the 2013-2014 fiscal year. The State Chancellor’s office has recently adopted a new method for projecting enrollments with the expectation that projections will better align with actual enrollments. With this measure, the IVC Fine Arts project currently does not qualify for FPP approved status. If it is not funded in this fiscal year, it will not be eligible in the following FPP submittal for funding consideration.

In Progress:

Recently Completed: State Chancellor’s office *provided* submittal to the Legislative Analyst Office *on July 1, 2013 in anticipation of a 2014 bond.*

Focus: Obtain FPP approval for IVC.

Project Start: On Hold	Scheduled Finish: On Hold
Projected Finish: On Hold	DSA Close Out: Pending

5. BARRANCA ENTRANCE

	Original	Revision	Total
Project Budget:	\$2,850,000	-	\$2,850,000
Anticipated State Match:	-	-	-
Basic Aid Allocation:	\$2,850,000	-	\$2,850,000

Budget Narrative: Budget reflects Board agenda action on 4/27/2009. The current basic aid assignment of \$2,850,000 is considered sufficient to meet project costs.

Status: Plan coordination issues with the City of Irvine 98% complete.

In Progress: Finalize negotiations with the City of Irvine for easement and maintenance of landscape. Finalize negotiations with utility company for easement. Develop specifications for bid documents.

Recently Completed: Division of the State Architect complete with accessibility review.

Focus: Conclude agency negotiations and prepare documents to bid

Project Start: March 2010	Scheduled Finish: Summer/Fall 2013
Projected Finish: Summer/Fall 2013 2014	DSA Close Out: Pending

6. A400 RENOVATION AND EXPANSION PROJECT

	Original	Revision	Total
Project Budget:	\$3,004,051	\$8,458,949	\$11,463,000
Anticipated State Match:	-	-	-
Basic Aid Allocation:	\$1,000,000	\$12,013,000	\$13,013,000

Budget Narrative: Budget reflects Board agenda action on 2/28/2011 and 8/27/2012. On August 27, 2012, the Board approved \$10,463,000 additional to fund the project budget. Staff analyzed the budget identified in the Education and Facilities Master Plan and determined there was no allowance for equipment. *On June 17, the Board approved \$1,550,000 for furniture, fixtures and equipment.*

Status: *The 50% design development documents have been submitted, and are being reviewed by District and College staff.*

In Progress: *100% design development documents are expected to be submitted mid-July.*

Recently Completed: IVC Faculty/End Users accepted schematic level documents. The design committee provided input for Design Development documents. *A no cost change order was issued to address minor design deviations.*

Focus: Continue document development for DSA submission in September 2013

Project Start: December 2012	Scheduled Finish: May 2016
Projected Finish: May 2016	DSA Close Out: Pending

ATEP

1. ATEP BUILDING DEMOLITION

	Original	Revision	Total
Project Budget:	\$7,000,000	-	\$7,000,000
Anticipated State Match:	-	-	-
Basic Aid Allocation:	\$7,000,000	-	\$7,000,000

Budget Narrative: Budget reflects Board action on 4/22/2004.

Status: Four demolition projects are complete with one identified as outstanding: ATEP Building Foundations and Infrastructure Demolition.

In Progress: *Contractor mobilization, clear and grub site.*

Recently Completed: *ATEP Building Foundations and Infrastructure Demolition Agreement execution and insurance approvals complete.*

Focus: Ensure that site is left in good condition to meet on-going maintenance needs.

Project Start: September 2010	Scheduled Finish: June 2012
Projected Finish: August 2012	DSA Close Out: N/A

2. ATEP FIRST BUILDINGS - PHASE 3A

	Original	Revision	Total
Project Budget:	-	-	-
Anticipated State Match:	-	-	-
Basic Aid Allocation:	\$12,500,000	-	\$12,500,000

Budget Narrative: Budget reflects Board action on 2/28/2011. \$12,500,000 has been allocated to the Phase 3A project budget.

Status: Board approved two 30,000 square feet buildings, one for Saddleback College and one for Irvine Valley College. Board approved Design/Build as a delivery method for these projects and Criteria Architect has developed the Criteria documents. Programming completed January 2012. IVC Technical Specifications approved during A400 project development.

In Progress: Criteria Document under review between colleges and Criteria Architect.

Recently Completed: Saddleback College completed review of the technical specifications.

Focus: Development of RFP criteria documents underway with district and college facilities department participation.

Project Start: January 2013	Scheduled Finish: June 2016
Projected Finish: June 2016	DSA Close Out: Pending

DISTRICT WIDE

1. 20 YEAR FACILITIES, RENOVATION AND SCHEDULED MAINTENANCE FACILITIES SYSTEM

	Original	Revision	Total
Project Budget:	\$704,000	-	\$704,000
Anticipated State Match:	-	-	-
Basic Aid Allocation:	\$704,000	-	\$704,000

Budget Narrative: Budget reflects Board action on 6/25/2012.

Status: Consultants are continuing to move forward with the project.

In Progress: *Report review complete. Follow up site visits to finalize condition assessment underway.*

Recently Completed: 95% draft report for Irvine Valley College and Saddleback College reviewed.

Focus: Finalize report, schedule training at college level, and upload information with State Chancellor’s Office FUSION website.

Project Start: July 2012	Scheduled Finish: June 2013
Projected Finish: June 2013	DSA Close Out: N/A

Project updates for active projects may be viewed at:
<http://socccd.edu/businessservices/ProjectUpdates.html>.

Definitions:

Project Start:	Month Architect/Consultant(s) are brought on board for design/project
Scheduled Finish:	Assumed duration of project depending on variables, such as agency review, etc. that are outside of the control of District and consultants
Projected Finish:	Identified finish at the time of the report
DSA Close Out:	The process of sending required documents to DSA to obtain project certification. Level of project complication dictates timeframe for completing this scope of work.

Note: Project budgets reflect the allocated state match as reported in FUSION for the planning year 2014-2015. (FUSION is the State Chancellor's Office database for Capital Outlay.)

The "Revisions" column for the State Match category includes changes due to escalation and changes that may have occurred to the state's percentage (i.e. going from an 80% match down to a 70% match and so on as the economy changes) from the original project approvals to current date. The "Revisions" column for the Basic Aid Allocation will show a total variation to date taking into account both increased and decreased basic aid allocations.

The Unassigned category identifies an underfunded budget.

The Budget Narrative paragraph for each project discusses the history of change to all category amounts over the life of the project.

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Retiree (OPEB) Trust Fund
ACTION: Information

BACKGROUND

In April 2008 the SOCCCD Board of Trustees authorized the establishment of an irrevocable trust to comply with GASB No. 43 (Financial Reporting for Postemployment Benefit Plans Other Than Pensions) and GASB No. 45 (Accounting and Financial Reporting by Employers for Postemployment Benefits other than Pensions). The trust was established with the Benefit Trust Company and is administered through the Futuris Public Entity Trust Program. It was funded in June, 2008 with a deposit of \$50,791,103. An additional deposit of \$4,618,708 was made on January 10, 2011 for a total of \$55,409,811.

On May 20, 2013, the Board approved funding the OPEB liability totaling \$15,889,745. On June 17, \$5,000,000 was deposited to the trust. The remaining funds will be deposited into the trust during FY 2013-2014.

STATUS

This report is for the period ending June 30, 2013 (Exhibit A). The portfolio is comprised of 49.9% Fixed Funds (Bonds) and 50.1% Common Stocks (Domestic and International). The fair market value at June 30, 2013 is \$76,038,439. Since inception, the trust has earned a 5.39% annualized return, which is down .65% from the prior month. The annualized return is consistent with the market.



July 5, 2013

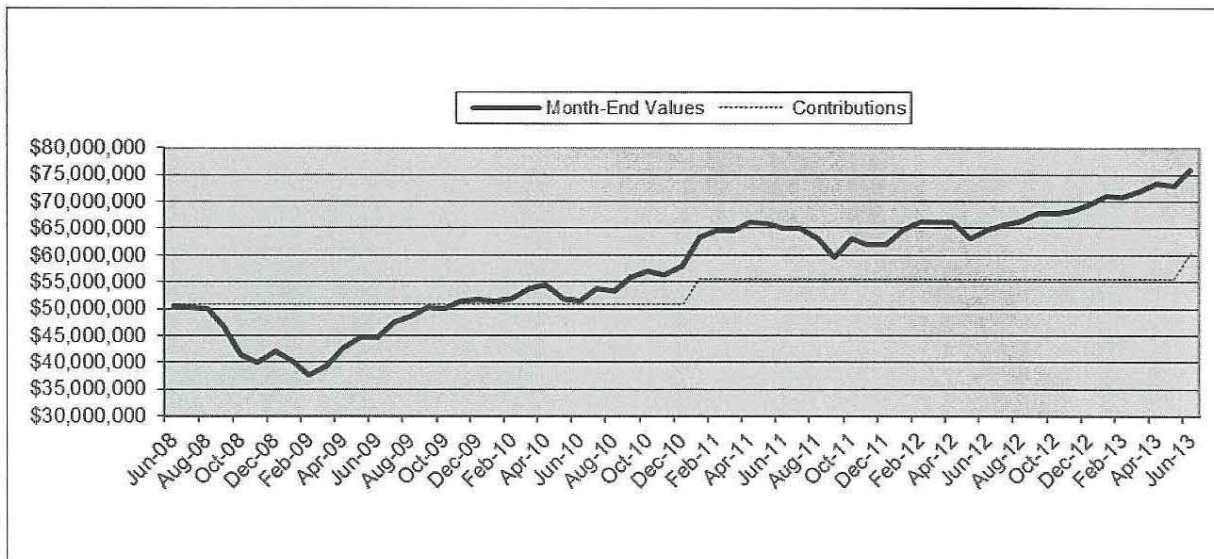
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, CA 92692

Re: South Orange County CCD Retiree (OPEB) Irrevocable Trust

With a fair market value on June 30th of \$76,038,439.09 your portfolio was down -2.56% for the month and up 5.39% on an annualized basis since the June 24th, 2008 inception date net of program fees. For your fiscal year ended June 30, 2013, your portfolio was up 9.66%.

Your portfolio ended the month as a diversified mix of bond funds (49.9%), and common stock funds (50.1%). It was designed to be invested over a long time frame. Deposits included the initial contribution of \$50,791,103 in June 2008 and additional contributions of \$4,618,708 on January 10, 2011 and \$5,000,000 on June 17, 2013 for a total of \$60,409,811.00. Below is the performance of your portfolio for various time frames since inception.

<u>Performance</u>	<u>June 2013</u>	<u>Year-To-Date</u>	<u>Annualized Since Inception</u>
South Orange CCCD	-2.56%	2.48%	5.39% annualized return
S&P 500	-1.34%	13.84%	7.01% (Domestic Stocks)
MSCI EAFE	-3.55%	4.10%	-0.63% (International stocks)
Barclays Aggregate	-1.55%	-2.45%	5.20% (Domestic Bonds)
Barclays Global	-1.18%	-4.82%	3.67% (Global Bonds)



Very truly yours,

Scott W. Rankin
Scott W. Rankin
Senior Vice President

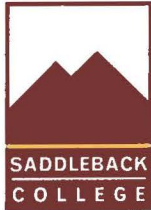
Benefit Trust - Retiree (OPEB) Trust

Month - Year	Month-End Values	Contributions
June-08	\$ 50,589,708	\$ 50,791,103
June-09	\$ 44,706,214	\$ 50,791,103
June-10	\$ 51,342,419	\$ 50,791,103
July-10	\$ 53,704,177	\$ 50,791,103
August-10	\$ 53,206,683	\$ 50,791,103
September-10	\$ 55,816,988	\$ 50,791,103
October-10	\$ 57,104,621	\$ 50,791,103
November-10	\$ 56,224,029	\$ 50,791,103
December-10	\$ 58,006,867	\$ 50,791,103
January-11	\$ 63,349,822	\$ 55,409,811
February-11	\$ 64,479,212	\$ 55,409,811
March-11	\$ 64,427,596	\$ 55,409,811
April-11	\$ 66,174,437	\$ 55,409,811
May-11	\$ 65,875,362	\$ 55,409,811
June-11	\$ 65,060,898	\$ 55,409,811
July-11	\$ 64,945,129	\$ 55,409,811
August-11	\$ 63,185,567	\$ 55,409,811
September-11	\$ 59,495,123	\$ 55,409,811
October-11	\$ 63,076,658	\$ 55,409,811
November-11	\$ 61,958,358	\$ 55,409,811
December-11	\$ 61,922,567	\$ 55,409,811
January-12	\$ 64,741,289	\$ 55,409,811
February-12	\$ 66,183,867	\$ 55,409,811
March-12	\$ 66,171,932	\$ 55,409,811
April-12	\$ 66,175,447	\$ 55,409,811
May-12	\$ 63,042,614	\$ 55,409,811
June-12	\$ 64,788,984	\$ 55,409,811
July-12	\$ 65,563,930	\$ 55,409,811
August-12	\$ 66,464,346	\$ 55,409,811
September-12	\$ 67,752,206	\$ 55,409,811
October-12	\$ 67,885,330	\$ 55,409,811
November-12	\$ 68,138,640	\$ 55,409,811
December-12	\$ 69,357,729	\$ 55,409,811
January-13	\$ 70,991,112	\$ 55,409,811
February-13	\$ 70,937,479	\$ 55,409,811
March-13	\$ 71,945,351	\$ 55,409,811
April-13	\$ 73,452,895	\$ 55,409,811
May-13	\$ 72,940,697	\$ 55,409,811
June-13	\$ 76,038,439	\$ 60,409,811

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: Reports from Administration and Governance Groups
ACTION: None

Reports by the following individuals and groups may be written and submitted through the docket process prior to distribution of the Board agenda packet. *Speakers are limited up to two minutes each.*

Saddleback College Academic Senate
Faculty Association
Irvine Valley College Academic Senate
Associate Vice Chancellor, Economic Development
Vice Chancellor, Technology & Learning Services
Vice Chancellor, Human Resources
Vice Chancellor, Business Services
Irvine Valley College Classified Senate
California School Employees Association
Saddleback College Classified Senate
Police Officers' Association
Associated Student Government of SC
Associated Student Government of IVC



SADDLEBACK COLLEGE

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949.582.4500 • www.saddleback.edu

TO: Members of the Board of Trustees
Gary L. Poertner, Chancellor

FROM: Dr. Tod A. Burnett, President

SUBJECT: Report for July 22, 2013 Board of Trustees Meeting

Saddleback College was saddened by the loss of one of its students who sustained burn injuries in the Business and General Studies Building fire. We send our condolences to the student's family.

President Burnett commends the many college employees who responded to the incident and worked to ensure the safety of our students and continuity of college operations. While we continue to review the Orange County Fire Authority's report on the investigation of the fire, the response to mitigate the incident was prompt and thorough, and the college community worked together to minimize the impact. Employees readily moved their office spaces, helped to relocate classrooms, and answer student questions.

College police proved to be true heroes who swiftly responded to the fire alarms and were constantly at the scene, providing a reassuring presence. The Vice President for Administrative Services showed true leadership by overseeing several functions and ensuring that communication was constantly flowing between departments responding to the incident. The facilities and maintenance department worked swiftly to get the clean-up underway and begin plans to renovate the areas that were damaged by the fire. The Vice President for Student Services met with students, answered questions, and ensured the community was aware that grief counseling services were available. The Vice President for Instruction and her executive assistant worked tirelessly to find temporary classroom locations so that student and instructor class schedules were minimally disrupted. Our public information staff worked to notify the public and respond to media inquiries so that students and the community were kept informed. The manager of the Office of the President was a constant source of information for faculty and staff. There were many others who were impacted by the incident and they are appreciated for their cooperation during this time of adversity for the college.

Office of Administrative Services

The Saddleback College Foundation recently received a memorial gift from Don Greenspan in honor of his wife, Julie, who passed away on April 20, 2013. The gift, which is valued at \$200,000, honors Julie, an alumna of Saddleback, with perpetual student scholarships in the arts and journalism. Julie was editor of the college magazine from 1982-1983 when the magazine won 19 awards for excellence. The Greenspans' two children are also alums of the college.

Mr. Mike Hamilton, Partner and Chief Development Officer for Ernst and Young, and Mr. Nadir Shah, Vice President of Construction and Development at Hudson Pacific Properties, have joined the foundation board of governors. Mr. Hamilton was elected by the board to be second vice president for the coming year.



TO: Gary L. Poertner, Chancellor, and Members of the Board of Trustees

FROM: Dr. Glenn R. Roquemore, President *GRK*

DATE: July 11, 2013

SUBJECT: President's Report for the July 22, 2013 Board of Trustees Meeting

IVC President Glenn Roquemore Hosts a Summit to Plan “The College of the Future at ATEP”

On Wednesday, July 31, 2013, from 8 a.m. to 5 p.m., IVC President Glenn Roquemore is hosting a summit at Las Lomas Community Park in Irvine that will include representatives from Regional Occupational Programs, business, industry, the Orange County Workforce Investment Board, Vital Link of Orange County, the State Chancellor's Office, the U.S. Department of Labor, and higher education.

The summit is being held in response to the District Board of Trustees who authorized IVC to plan for Career and Technical Education programs in Energy, Digital Media/Entertainment, Optics, and Advanced Manufacturing in this recently-approved large (up to one-million-square-foot) build out of the ATEP campus in Tustin. The vision is to build a campus like none other: “The College of the Future.”

Research shows that one component of the future in education is a regionally collaborative model that seamlessly connects business, industry, education, and ultimately, well-paying jobs. Participants in the summit are being given a once-in-a-lifetime opportunity to help develop the educational and physical design of this “College of the Future” at ATEP.

IVC Hosts BBQ for ACCCA Boot Camp Attendees

Now in its 12th year, ACCCA's Admin 101 program is a week-long “boot camp” for administrators and managers of California community colleges. The program uses professional speakers and seasoned administrators to provide the essentials of good administrative practices in today's community college system. Over its past 11 years, Admin 101 has “graduated” over 600 administrators and managers who have gone on to move ahead in their careers or simply do their jobs better. There are 72 participants in the current class.

The program begins at noon on Sunday, July 21, 2013 with an overview of the governance structure of the California community college system—arguably the most complicated, if not the largest system of higher education in the country. IVC President, Glenn Roquemore will be providing the welcoming address. Glenn is currently the 2nd Vice President of the ACCCA Board and a board member of nearby Brandman University—the location of all the instructional sessions for the 101 program.

The first day is followed by a Welcome BBQ which will be hosted on the campus of IVC Sunday evening. The event is meant to bring trainers and participants together to network and build a sense of community among the boot camp attendees. Staff members of SOCCCD are also involved in the program—besides Glenn Roquemore, Elizabeth Cipres, Dean, Counseling Services at IVC is a long-time volunteer coordinator of the program; David Bugay, Vice Chancellor for Human Resources, also an ACCCA Board member, is presenting on the Human Resources presenting team; and Kate Alder, CTE Grants Project Director is a participant of this years' program.

IVC to Celebrate New Veterans Service Center Opening

Irvine Valley College now serves approximately 600 veterans, active military, and dependents. In May 2013 the new Veterans Service Center opened its doors to our students. On Friday, August 30, 2013, at 11 a.m. on the Student Services lawn, the college will host a grand opening and ribbon cutting for this new center. Local officials, members of the Board of Trustees, members of the Foundation Board of Governors, Foundation Board members, local partners who support our veteran students, faculty, staff, students and administrators from both colleges will attend. This grand opening will take place on the same day that IVC holds it's *Back to School Symposium for New and Returning Veteran Students*. Student will leave the symposium to attend the ribbon cutting ceremony and then return to the symposium for lunch and an afternoon of structured activities.

IVC VP, Instruction, Dr. Craig Justice Elected to CCCCIO Executive Board

IVC's VPI, Dr. Craig Justice was recently elected to the Executive Board of CCCCIO (California Community Colleges Chief Instructional Officers). He will serve as President-Elect in 2013-14, and President in 2014-15. The CCCCIO provides a central voice for academic matters in the State of California. It promotes and advances teaching and learning in California public community colleges and provides an instructional administrative perspective on community college issues in California. It participates with the Chancellor's Office in the consultation process and forges a communication link among instructional administrators.

Shakespeare By The Sea To Perform at IVC in July

Bring your picnic baskets, blankets, and beach chairs along with your friends and family and settle in for a night of classic entertainment under the stars! SHAKESPEARE BY THE SEA is bringing their production of ALL'S WELL THAT ENDS WELL to Irvine Valley College on Sunday, July 28, 2013 at 7 p.m. in the Live Oak Terraces. Admission is free, but donations will be gratefully accepted.

Annual Golf Tournament

The Irvine Valley College Foundation Golf Classic will take place on Wednesday, July 24, 2013 at Oak Creek Golf Club. The course is conveniently located directly across the street from IVC. The Classic benefits the IVC Championship Golf Teams and the IVC Foundation, which supports student scholarships and campus educational programs at Irvine Valley College. This year we will be honoring members of the IVC Women's Golf Team who have been state champions for the past two years.

The cost of the event is \$295 per person or \$1,150 per foursome. Sponsorship opportunities are still available. To learn more contact the Foundation office at 949-451-5290.

IVC Debaters and Coaches Travel to the People's Republic of China

The Irvine Valley College debaters and coaches traveled to the People's Republic of China between May 25 and June 10, 2013 to compete in tournaments in Xi'an and Beijing. The China Open, held on the campus of Xi'an International Studies University May 31-June 2, 2013 was sponsored by the International Debate Education Association. Over 300 students competed in British parliamentary debate, both in English and Mandarin, and moot court. IVC debaters were paired with Chinese students in "friendship teams." IVC students Fatima Alamire and Jennifer Georgevich took awards for semi-finalists. In moot court, students argued an international law case. Three IVC students took awards: Patrick Donovan, Stephen Cosgrove, and Lexi Weyrick. The team's second tournament was much smaller and held at Beijing Foreign Studies University on June 8, 2013.

In addition to the tournaments, students participated in a cultural tour of five cities. Professor Rybold will discuss the tour during the "IVC 2 IVC" faculty lecture series on September 9, 2013 at 4 p.m. in BSTIC 101.

IVC Music Department in the News

IVC Music Dept. alumni (Class of 2013), Cameron Reeves, trumpet, and Conrad Zimmer, tuba, received scholarships to attend the CSU Humboldt Summer Brass Chamber Music Camp in July. Both students came to IVC from Aliso Niguel High School and will be transferring to CSU Long Beach in the fall.

Dr. Stan Breckenridge has been re-appointed for a second year as a Distinguished Fulbright Scholar in Poland.

Professor Iman Khosrowpour gave a guest soloist performance of the Violin Concerto by Felix Mendelssohn on May 28, 2013 in Brno, Czech Republic with the Czech Virtuosi Orchestra.

Professor Matt Tressler (and IVC) received favorable mention in an article by OC Register music critic Timothy Mangan, who was reviewing a recent performance by Tressler during the 33rd Annual Baroque Music Festival in Corona del Mar. Mangan said that Tressler "almost stole the show with his feathery light acrobatics and elegance," as the shepherd Damon in Handel's opera, *Acis and Galatea*.