

The vision of the
South Orange County Community College District
is to be an educational leader in a changing world.

AGENDA

Meeting of the Board of Trustees



Monday, March 28, 2011

Call to order: 5:00 p.m.

[Followed by Public Comments/Closed Session]

Reconvene Open Session: 6:30 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.

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

Board of Trustees

Nancy M. Padberg – President, T.J. Prendergast, III - Vice President, Marcia Milchiker – Clerk
Thomas A. Fuentes, William O. Jay, David B. Lang, Frank M. Meldau, Eve Shieh – Student Trustee
Gary L. Poertner - Chancellor



Meeting of the Board of Trustees

March 28, 2011

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 Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC Section 54957)
 - 1. Public Employee Employment (1)
 - 2. Public Employee Discipline, Dismissal (1)

- B. Conference with Labor Negotiators (GC Section 54957.6)
 - 1. SOCCCD Faculty Association
 - a. Agency Designated Negotiator: David Bugay, Ph. D.
 - 2. California School Employees Association (CSEA)
 - a. Agency Designated Negotiator: David Bugay, Ph. D.
 - 3. Police Officers Association (POA)
 - a. Agency Designated Negotiator: David Bugay, Ph. D.

- C. Conference with Legal Counsel (GC Section 54956.9)
 - 1. Existing Litigation (GC Section 54956.9[b]) (2 cases)
 - Westphal v. Wagner
 - Avery Investment Group v. SOCCCD
 - 3. Initiation of Litigation (GC Section 54956.9) (1 case)
 - Theiler v. Ventura County CCD
 - (Discussion of possible joinder as Amicus Curiae)
 - 4. Anticipated Litigation/Significant Exposure to Litigation (1 case)
(GC Section 54956.9[b][1] and [b][3][A])

RECONVENE OPEN SESSION: 6:30 P.M.

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 **SOCCCD: Facilities Corporation 2011 of the South Orange County Community College District, Initial Organizational Meeting**

- A. Facilities Corporation 2011 Agenda
- B. Articles of Incorporation
- C. The Action by Written Consent of Incorporator
- D. The Bylaws of the Corporation and the Certificate of Secretary
- E. Resolutions for Board of Directors Approval
 - The Election of Additional Officers
- F. Power of Attorney and Declaration of Representative Form 2848
- G. Attorney General Initial Registration Form plus attachment - Form CT-1

2.4 **Resolutions / Presentations / Introductions**

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 two minutes each.***

3.0 REPORTS

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

- A. Board Reports
- B. Chancellor's Report
- C. Board Request(s) for Report(s)

4.0 DISCUSSION ITEM

4.1 **SOCCCD: Protective Measures Relative to Construction Complexities**

Director Brandye D'Lena will present information identifying specifics of those concerns and perform a comparative analysis.

- 4.2 **SOCCCD: Advanced Technology & Education Park (ATEP) Planning and Development**
Associate Vice Chancellor Randy Peebles will provide summary information on the continued development of ATEP.
- 4.3 **SOCCCD: 2020 Vision Report**
Vice Chancellor Bob Bramucci will present information on 2020 Vision, Student Success, a report of the Commission on the Future of the Community College League of California.
- 4.4 **SOCCCD: New Market Tax Credit Report**
Vice Chancellor David Bugay, Associate Vice Chancellor Randy Peebles and District staff will present the current status of New Market Tax Credit.

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 February 28, 2011.
- 5.2 **Saddleback College: Transfer Degrees & one Occupational Skills Award for the 2010-2011 Academic Year**
Approve the proposed changes in curriculum and certificates/degrees
- 5.3 **Saddleback College: Student Out-of-State Travel – Middleton, Wisconsin**
Approve the out-of-state travel request for up to 13 students and volunteer advisor to attend the National Collegiate Roller Hockey Association National Championships in Middleton, Wisconsin, April 5, 2011 through April 11, 2011.
- 5.4 **Irvine Valley College: Naming of Outdoor Laboratory Space/Garden**
Approve the School of Life Sciences' recommendation to name the outdoor laboratory space/garden located south of the PE 100 building, the Biology, Ecology and Environmental Studies (BEES) Garden..
- 5.5 **Irvine Valley College: Curriculum Revisions for the 2011-12 Academic Year**
Approve curriculum changes for the 2011-12 academic year pursuant to Title 5, Section 53200 et seq.
- 5.6 **Irvine Valley College: Award of Bid: CACT Automation Lab**
Approve award of Bid No. 11 for the CACT Automation Lab to Lab Corporation in the amount of \$296,172.69.

- 5.7 **Saddleback College: Speaker**
Approve general fund honorarium for a speaker at Saddleback College.
- 5.8 **Saddleback College and Irvine Valley College: Community Education, Summer 2011**
Approve additional Community Education courses, presenters, and compensation for Summer 2011.
- 5.9 **Saddleback College: Use of CMAS Contract to Lease Purchase and Maintain Kodak Digimaster EX125 Printing Equipment & Booklet Maker**
Approve use of CMAS contract no. 3-08-70-0139B with Eastman Kodak Company at an estimated cost of \$357,782.20.
- 5.10 **Saddleback College: Kodak Digimaster EX125 Printer System and Bookletmaker System – Eastman Kodak Company**
Approve contract with Eastman Kodak Company for the purchase of a new Kodak Digimaster EX125 Printer System with a Bookletmaker System at a cost of \$189,458.68 including tax.
- 5.11 **Saddleback College: MicroPress Publishing System – Ricoh Americas Corporation**
Approve contract with Ricoh Americas Corporation for the purchase of MicroPress Publishing System at a cost of \$22,870.13 including tax.
- 5.12 **Saddleback College: Student Out-of-State Travel – Primm, Nevada**
Approve the out-of-state travel request for up to 15 students and two faculty advisors to attend the “Addiction Counseling for the 21st Century” conference in Primm, Nevada from April 14, 2011 through April 16, 2011 at a cost not to exceed \$12,000.
- 5.13 **SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**
Adopt resolution 11-05 (Exhibit A) authorizing payment to Trustee Milchiker who was absent from the February 28, 2011 meeting of the Board of Trustees.
- 5.14 **SOCCCD: I.T. Server Room Renovation: Change Order No. 1 and Notice of Completion**
Approve change order decreasing the contract amount by \$5,700.00 and authorize the filing of the Notice of Completion. The total revised contract amount is \$317,054.00.
- 5.15 **SOCCCD: Education and Facilities Master Plan: Hire CEQA Consultant Services**
Approve agreement with RGP Planning & Development Services for a fee of \$264,894 and approve assignment of capital improvement dollars of \$320,000 for these and CEQA related services.
- 5.16 **SOCCCD: Academic Calendar 2012-2013**
Approve the proposed academic calendar for 2012-2013.

- 5.17 **SOCCCD: Trustees' Requests for Attending Conferences**
Approve Trustees' requests for attending conference(s) as shown in Exhibit A
- 5.18 **SOCCCD: Purchase Order/Confirming Requisitions**
Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P11-03412 through P11-03788 amounting to \$1,148,302.01. Confirming requisitions dated February 2, 2011 through March 1, 2011 totaling \$590,629.99.
- 5.19 **SOCCCD: Payment of Bills**
Approve check no. 100084 through 100968, processed through the Orange County Department of Education, totaling \$6,110,537.23; and check no. 010052 through 010066, processed through Saddleback College Community Education, totaling \$14,519.94; and check no. 008805 through 008836, processed through Irvine Valley College Community Education, totaling \$851.00.
- 5.20 **SOCCCD: Transfer of Budget Appropriations**
Ratify transfer of budget appropriations as shown.
- 5.21 **SOCCCD: Budget Amendment: Adopt Resolution No. 11-04 to Amend 2010/2011 Restricted General Fund**
Adopt resolution to amend the adopted budget.
- 5.22 **SOCCCD: Gifts to the District and Foundations**
Approve acceptance of gifts.
- 5.23 **SOCCCD: February/March 2011 Contracts**
Ratify contracts as listed.

6.0 GENERAL ACTION ITEMS

- 6.1 **Saddleback College: Proposed Division Name and Dean's Title Change**
Approve the permanent division name from Physical Education/Kinesiology and Athletics to Kinesiology and Athletics, as well as the Dean's title to Dean of Kinesiology and Athletics.
- 6.2 **Saddleback College: LA Cellular Ground Lease Amendment No. 2**
Approve amendment to the LA Cellular Ground Lease agreement.

- 6.3 **Saddleback College: Use of Lease-Purchase Agreement with Wells Fargo for the Digimaster EX125 Printing Equipment & Bookletmaker and Ricoh Micro Press Publishing System**
Approve entering into a lease-purchase agreement with Wells Fargo Financial Leasing, Inc. for the Digimaster Kodak EX125, Bookletmaker System and the Ricoh Micro Press Publishing System.
- 6.4 **SOCCCD: Authorization to Seek Proposals for Lease/Leaseback Services**
Approve authorization to seek proposals.
- 6.5 **SOCCCD: CCCT Board of Directors Election – 2011**
List nominees for the eight vacancies on the CCCT Board of Directors
- 6.6 **SOCCCD: OCSBA Board of Directors Interest Form**
Nomination of trustee for the OCSBA Board of Directors
- 6.7 **SOCCCD: Board Policy Revision: BP 3610-Auxiliary Organizations, BP 5401-Student Conduct, BP 5610.1-Student Fees, BP-3510-Lost Money or Property, BP-4040-Public Disclosure of Employee Compensation, BP-104-Student Member of the Board of Trustees**
Discussion/Approval.
- 6.8 **SOCCCD: Board Policy Revision: BP-4306-Calendar**
Accept for review and study.
- 6.9 **SOCCCD: Initial Proposal from CSEA**
Acceptance of proposal from California School Employees Association for review and study, and set a public hearing on the proposal for the April 2011 Board meeting.
- 6.10 **SOCCCD: Academic Personnel Actions – Regular Items**
Approve New Personnel Appointments, Authorization to Establish and Announce Academic Administrative Position, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Workload Banking, Clarification for Prior Personnel Agenda.
- 6.11 **SOCCCD: Classified Personnel Actions – Regular Items**
Approve New Personnel Appointments, Authorization to Reorganize Reporting Structure for a Classified Position, Authorization to Eliminate Classified Position and/or Position Numbers, Authorization to Establish and Announce a Classified Position, Change of Status, Out of Class Assignments, Leave of Absence, Resignation/Retirement/Conclusion of Employment, Volunteers, Clarification for Prior Personnel Agenda.
- 6.12 **SOCCCD: Adopt Resolution No. 11-06 to Establish Facilities Corporation Capital Outlay Fund**
Adopt resolution authorizing the establishment of a Facilities Corporation Capital Outlay Projects Fund.

7.0 REPORTS

- 7.1 **Saddleback College and Irvine Valley College: Professors of the Year**
Saddleback College and Irvine Valley College Professors of the Year.
- 7.2 **Saddleback College and Irvine Valley College: Speakers**
A listing of speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 7.3 **SOCCCD: Basic Aid Report**
Report on projected receipts and approved projects.
- 7.4 **SOCCCD: Facilities Plan Status Report**
Status of current construction projects.
- 7.5 **SOCCCD: List of Board Requested Reports**
Reports requested by the Board of Trustees.
- 7.6 **SOCCCD: Monthly Financial Status Report**
The report displays the adopted budget, revised budget and transactions through February 28, 2011.

8.0 WRITTEN REPORTS

Reports by the following individuals and groups should be written and submitted through the docket process prior to distribution of the Board agenda packet.

- A. President, Saddleback College
- B. President, Irvine Valley College
- C. Associate Vice Chancellor, ATEP
- D. Associated Student Governments of SC
- E. Associated Students of IVC
- F. Saddleback College Academic Senate
- G. Irvine Valley College Academic Senate
- H. Faculty Association
- I. California School Employees Association
- J. Saddleback College Classified Senate
- K. Irvine Valley College Classified Senate
- L. District Services Classified Senate
- 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: Facilities Corporation 2011 of the South Orange County Community College District, Initial Organizational Meeting

ACTION: Approval

BACKGROUND

The Board of Trustees during the February 28, 2011 meeting approved the formation of a new California nonprofit 501(c)(3) public benefit corporation to be known as Facilities Corporation 2011 of the South Orange County Community College District ("Facilities Corporation 2011"), and to file the proposed Articles of Incorporation with the California Secretary of State.

STATUS

The initial Organizational Meeting of the Facilities Corporation 2011 of the SOCCCD will be held on March 28, 2011, for the purpose of reviewing and approving all initial incorporation matters as referenced in the meeting agenda (Exhibit A) and referenced documents (Exhibit B-G).

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adjourn the regular Board of Trustees meeting to accommodate the initial and organizational meeting of the Facilities Corporation 2011 of the South Orange County Community College District and take separate action on Exhibits A through G in order to comply with the requirements of the Initial Organizational Meeting.

Item Submitted By: David Bugay, Ph.D., Acting Vice Chancellor of Business Services
Item Prepared By: Randy W. Peebles, Ed.D., Associate Vice Chancellor



**SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT**

**FACILITIES CORPORATION 2011 OF THE
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

A California 501(c)3 nonprofit public benefit corporation

**INITIAL MEETING OF THE BOARD OF DIRECTORS
MARCH 28, 2011**

RONALD REAGAN BOARD OF TRUSTEES ROOM, ROOM 145,
HEALTH SCIENCES/DISTRICT OFFICES BLDG.
SADDLEBACK COLLEGE, 28000 MARGUERITE PKWY., MISSION VIEJO, CA 92692

AGENDA

CALL TO ORDER OF INITIAL MEETING

INITIAL ORGANIZATIONAL MEETING

It is recommended that action on each of the items below be taken in order to comply with the requirements of the Initial Meeting.

1. Articles of Incorporation.....*Exhibit B: Information & Review*
2. The Action by Written Consent of Incorporator.....*Exhibit C: Information & Review*
3. The Bylaws of the Corporation and the Certificate of Secretary.....*Exhibit D: Approve*
4. Resolutions for Board of Directors Approval.....*Exhibit E: Approve*
5. The Election of Additional Officers*Exhibit E page 1 & 2: Review & Approve*
6. Authorize Assistant Secretary to prepare and file forms and statements.....*Approve*
 - a. Power of Attorney and Declaration of Representative-Form 2848.....*Exhibit F*
 - b. Attorney General Initial Registration Form plus attachment – Form CT-1.....*Exhibit G*

RECESS TO SOUTH ORANGE COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

ARTICLES OF INCORPORATION
OF
FACILITIES CORPORATION 2011 OF THE SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT
A California Nonprofit Public Benefit Corporation

ARTICLE I

NAME

The name of this corporation is: Facilities Corporation 2011 of the South Orange County Community College District.

ARTICLE II

CORPORATE STATUS

This corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for public and charitable purposes. The corporation is organized and operated exclusively for religious, charitable, scientific testing for public safety, literary, or educational purposes, to foster national or international amateur sports competition (but only if no part of its activities involve the provision of athletic facilities or equipment), and the prevention of cruelty to children or animals within the meaning of section 501(c)(3) of the Internal Revenue Code and section 23701 (d) of the California Revenue and Taxation Code.

The specific purpose of this corporation is to provide assistance to the South Orange County Community College District (the "District") by acquiring, leasing, constructing or financing various public facilities, land, equipment and other improvements and property for the use, benefit and enjoyment of the District.

Such activities are within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States internal revenue law. Notwithstanding any other provision of these articles, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation, and the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States internal revenue law, or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States internal revenue law.

No substantial part of the activities of this corporation shall consist of lobbying or propaganda, or otherwise attempting to influence legislation, except as provided in Section 501(h) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States internal

revenue law, and this corporation shall not participate in or intervene in (including publishing or distributing statements) any political campaign on behalf of or in opposition to any candidate for public office, except as provided in Section 501(h) of the Internal Revenue Code or the corresponding provision of any future United States internal revenue law.

ARTICLE III

INITIAL AGENT FOR SERVICE OF PROCESS

The name of the initial agent of this corporation for service of process is:

Gary Poertner
28000 Marguerite Pkwy
Mission Viejo, CA 92692

ARTICLE IV

IRREVOCABLE DEDICATION AND DISSOLUTION

The property of this corporation is irrevocably dedicated to public and charitable purposes and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person. On the winding up and dissolution of this corporation, after paying or adequately providing for the debts, obligations, and liabilities of the corporation, the remaining assets of this corporation shall be distributed to either (i) such organization organized and operated exclusively for educational purposes, which has established its tax-exempt status under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or (ii) a state or political subdivision of a state of the United States to be used exclusively for public purposes. That organization shall be the South Orange County Community College District if it qualifies as a distributee under this Article IV.

Sharon Woodard, Incorporator

ACTION BY WRITTEN CONSENT
OF
INCORPORATOR
OF
FACILITIES CORPORATION 2011 OF THE SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT
a California Nonprofit Public Benefit Corporation

The undersigned, being the sole Incorporator named in the Articles of Incorporation of Facilities Corporation 2011 of the South Orange County Community College District, a California nonprofit public benefit corporation, does hereby consent to and adopt the following resolutions:

Election of Directors

RESOLVED, that the following persons are confirmed as the ex officio directors or are elected as directors of this corporation, to serve until the first annual meeting of directors of this corporation and until their successor shall be duly elected and qualified:

Nancy M. Padberg

T.J. Prendergast, III

Marcia Milchiker

David B. Lang

William O. Jay

Frank M. Meldau

Thomas A. Fuentes

Election of Officers

RESOLVED, that the following persons are elected as officers of this corporation, to serve until the first annual meeting of directors of this corporation and until their successor shall be duly elected and qualified:

Nancy M. Padberg, President

Marcia Milchiker, Secretary

Resignation of Incorporator

RESOLVED, that the undersigned, Incorporator of Facilities Corporation 2011 of the South Orange County Community College District, hereby resigns as Incorporator effective as of the date on which the California Secretary of State accepted for filing the Articles of Incorporation of the Company.

This Action by Unanimous Written Consent is taken pursuant to Sections 5134 and 5211(b) of the California Corporations Code.

Dated: March 1, 2011

Sharon Woodard

BYLAWS

OF

**FACILITIES CORPORATION 2011 OF THE SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT**

A California Nonprofit Public Benefit Corporation

**ARTICLE I
NAME AND OFFICES**

Section 1 Name. The name of this corporation is Facilities Corporation 2011 of the South Orange County Community College District.

Section 2 Principal Office. The principal office for the transaction of the activities and affairs of the corporation is located at 28000 Marguerite Pkwy, Mission Viejo, California. The board of directors may change the location of the principal office of the corporation to any place within the State of California.

Section 3 Other Offices. The board of directors may at any time establish branch or subordinate offices at any place the corporation is qualified to conduct its activities.

**ARTICLE II
PURPOSES AND LIMITATIONS**

Section 1 General Purposes. This corporation is a nonprofit public benefit corporation organized under the Nonprofit Public Benefit Corporation Law for public or charitable purposes. This corporation is not organized for the private gain of any person. This corporation is intended to be a public agency for purposes of the California Environmental Quality Act (“CEQA”)

Section 2 Specific Purposes. Within the context of the general purposes stated above, this corporation is organized and at all times hereafter shall be operated exclusively to provide assistance to the South Orange County Community College District (the “District”) by acquiring, leasing, constructing or financing various public facilities, land, equipment and other improvements and property for the use, benefit and enjoyment of the District. This corporation shall be operated in connection with the South Orange County Community College District as specified in Internal Revenue Code section 509(a)(3).

Section 3 Limitations.

- (a) This corporation is organized and operated exclusively for public and charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States internal revenue

law. Notwithstanding any other provision of these articles, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation, and the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States internal revenue law, or (b) by a corporation, contributions to which are deductible under Sections 170(c)(2), 2055(a)(2) and 2522(a)(2) of the Internal Revenue Code of 1986 or the corresponding provisions of any future United States internal revenue law.

- (b) No substantial part of the activities of this corporation shall consist of lobbying or propaganda or otherwise attempting to influence legislation, except as provided in Section 501(h) of the Internal Revenue Code of 1986, and the corporation shall not participate or intervene (including publishing or distributing statements) in any political campaign on behalf of or in opposition to any candidate for public office except as provided in such Section 501(h).
- (c) The property of this corporation is irrevocably dedicated to the purposes set forth above. No part of the earnings of this corporation shall ever inure to the benefit of any directors or officers of this corporation or to the benefit of any private person.
- (d) Upon the dissolution and winding up of the corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to South Orange County Community College District, which is an organization described in Internal Revenue Code section 170(b)(1)(A) or 501(c)(3). If the South Orange County Community College District shall cease to be an organization described in Internal Revenue Code section 170(b)(1)(A) or 501(c)(3), the directors of this corporation shall designate a publicly supported educational or charitable organization as described in Internal Revenue Code sections 170(b)(1)(A) or 501(c)(3), in substitution for South Orange County Community College District, for purposes of the articles of incorporation and these bylaws.

**ARTICLE III
MEMBERSHIP**

Section 1 Corporation Without Members. The corporation shall have no members.

**ARTICLE IV
BOARD OF DIRECTORS**

Section 1 Number and Designation of Directors. The authorized number of Directors shall be seven (7) until changed by an amendment of these bylaws. The members of the governing board of the South Orange County Community College District (the "District

Governing Board”) shall serve as ex officio directors of the Corporation by reason of their position as members of the District Governing Board.

Section 2 General Powers.

- (a) General Powers. Subject to the provisions of the California Nonprofit Public Benefit Corporation Law and subject to any limitations in the articles of incorporation and these bylaws, the corporation’s activities and affairs shall be managed and all corporate powers shall be exercised by or under the direction of the board of directors. The board may delegate the management of the activities of the corporation to any person or persons, management company, or committee however composed, provided that the activities and affairs of the corporation shall be managed and all corporate powers shall be exercised under the ultimate direction of the board.
- (b) Specified Powers. Without prejudice to such general powers, but subject to the same limitations, the board of directors shall have the power and authority to:
- (1) Except as otherwise provided in these bylaws, approve any action which would otherwise be required to be approved by members if this corporation had members.
 - (2) Appoint and remove all officers, agents, and employees of the corporation other than officers who serve in an ex officio capacity; prescribe such powers and duties for them as may not be inconsistent with law, with the articles of incorporation or with these bylaws; fix their compensation; and require from them security for faithful service.
 - (3) Change the principal executive office or the principal business office in California from one location to another; cause the corporation to be qualified to do business in any other state, territory, dependency, or foreign country; and conduct business within or outside California.
 - (4) Adopt, make and use a corporate seal and alter the form of such seal.
 - (5) Borrow money and incur indebtedness on behalf of the corporation and cause to be executed and delivered for the corporation’s purposes and in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, or other evidences of debt and securities for such consideration; provided, however, that no loan shall be contracted on behalf of the corporation and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the board of directors.

Section 3 Term of Office. Each member of the Board of Directors of the corporation shall serve a term of office commensurate with their election to the District Governing Board.

Section 4 Voting. Each member of the board of directors shall have one vote. There shall be no proxy voting permitted for the transaction of any of the business of this corporation.

Section 5 Resignation of Directors. Except as provided below, any director may resign from the board at any time by giving written notice to the president, secretary or chief financial officer of the corporation and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. Notwithstanding the above, except on notice to the California Attorney General, no director may resign if the corporation would be left without a duly elected director or directors.

Section 6 Removal of Directors. A director other than an ex officio director may be removed from office without cause by a majority vote of the total number of voting directors then in office.

Section 7 Restriction on Interested Persons as Directors. Notwithstanding any other provision of this Article IV, no more than forty-nine percent (49%) of the persons serving on the board may be interested persons. An interested person is (a) any person compensated by the corporation for services rendered to it within the previous 12 months, whether as a full-time or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a director as director; and (b) any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of such person. However, any violation of the provisions of this paragraph shall not affect the validity or enforceability of any transaction entered into by the corporation.

Section 8 Compensation of Directors. Directors may not receive compensation for their services as directors, but may receive such reimbursement of expenses as may be fixed or determined by resolution of the board of directors.

Section 9 Inspection by Directors. Each director shall have the right at any reasonable time to inspect all books, records, and documents of every kind and the physical properties of the corporation for a purpose reasonably related to such person's interest as a director. The right of inspection includes the right to copy and make extracts of documents.

Section 10 Vacancies. A vacancy in a director position because of removal, death, resignation or otherwise shall be filled by the directors at the annual or other meeting of directors or, if the predecessor to such director position was selected in another manner, in the same manner as the former occupant of the position was selected. Any person designated to fill a vacancy on the board of directors shall hold office for the unexpired term of his or her predecessor in office, subject to the power of removal contained herein.

ARTICLE V MEETINGS OF THE BOARD OF DIRECTORS

Section 1 Place of Meetings. Meetings of the board of directors shall be held at any place within this State which has been designated from time to time by resolution of the board. In the absence of such designation, meetings shall be held at the principal office of this corporation.

Section 2 Annual Meeting. The board of directors shall hold an annual meeting, at such time as shall be fixed by the board of directors, for the purpose of organization, election of officers and transaction of other business.

Section 3 Regular Meeting. Other regular meetings of the board of directors shall be held at such time as shall from time to time be fixed by the board of directors.

Section 4 Special Meetings. Special meetings of the board of directors for any purpose or purposes may be called at any time the chairperson of the board, if any, the president, any vice president, the secretary, or any two directors, to be held at such time and place as shall be designated in the notice of meeting.

Section 5 Notice of Meeting. Notice of the time and place of any meeting of the board of directors other than annual meetings shall be given in compliance with California Government Code sections 54950 et. seq. (the “Brown Act”) by written notice delivered personally or sent by mail to each director at his or her address as shown on the records of the corporation. If mailed, such notice shall be deposited in the United States mail at least four (4) days before the date set for the meeting, in a sealed envelope so addressed, with postage thereon prepaid. If notice is given personally, such notice shall be delivered at least forty-eight (48) hours before the time set for the meeting. The business to be transacted at any regular or special meeting of the board shall be specified in the notice.

Section 6 Quorum and Manner of Acting. A majority of the total number of authorized directors shall constitute a quorum of the board of directors for the transaction of business. Every act or decision done or made by a majority of the directors present at a meeting at which a quorum is present shall be regarded as the act of the board of directors, subject to the more stringent provisions of the California Nonprofit Public Benefit Corporation Law, including, without limitation, those provisions relating to (a) approval of contracts or transactions in which a director has a direct or indirect material financial interest, (b) approval of certain transactions between corporations having common directorships, (c) creation of and appointments to committees of the Board, and (d) indemnification of directors.

Section 7 Minutes of Meetings and Conduct. Regular minutes of the proceedings of the board of directors shall be kept in a book provided for that purpose. The board of directors may adopt its own rules of procedure insofar as such rules are not inconsistent with, or in conflict with, these bylaws, the articles of incorporation of the corporation or with the law.

ARTICLE VI OFFICERS

Section 1 Officers. The officers of the corporation shall be a president, a vice president, a secretary, a treasurer/chief financial officer and an assistant treasurer. The president of the District Governing Board shall serve ex officio as the president of this corporation, the vice president of the District Governing Board shall serve ex officio as the vice president of this corporation, the clerk of the District Governing Board shall serve ex officio as the secretary of this corporation and the Vice Chancellor, Business Services of the District shall serve ex officio as the assistant treasurer of this corporation (collectively, the “Ex Officio Officers”). The

corporation may also have, at the discretion of the board of directors, a chairperson of the board, one or more additional vice presidents, one or more assistant secretaries, one or more assistant chief financial officers, and such other officers as may be appointed in accordance with the provisions of Section 3 of this Article VI. Any two or more offices may be held by the same person, except that neither the secretary nor the chief financial officer may serve concurrently as either the president or the chairperson of the board.

Section 2 Election. The officers of the corporation, except for the Ex Officio Officers and such officers as may be appointed in accordance with the provisions of Section 3 of this Article, shall be elected by the board of directors, and each shall serve for a one (1) year term at the pleasure of the board, subject to the rights, if any, of an officer under any contract of employment.

Section 3 Other Officers. The board of directors may appoint and may authorize the president or other officers to appoint such other officers as the business of the corporation may require, including an executive director to manage the day-to-day actions of the corporation. Each officer so appointed shall hold office for such period and have such authority and perform such duties as are provided in these bylaws or as the board of directors may from time to time determine.

Section 4 Removal of Officers. Any officer appointed by the board of directors may be removed at any time, with or without cause or notice, by the board of directors. Subordinate officers appointed by persons other than the Board under Section 3 of this Article VI may be removed at any time, with or without cause or notice, by the board of directors or by the officer by whom appointed. Officers may be employed for a specified term under a contract of employment if authorized by the board of directors; such officers may be removed from office at any time under this section and shall have no claim against the corporation or individual officers or board members because of the removal except any right to monetary compensation to which the officer may be entitled under the contract of employment.

Section 5 Resignation of Officers. Any officer may resign at any time by giving written notice to the corporation. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified in such notice; and, unless otherwise specified in such notice, the acceptance of such resignation shall not be necessary to make it effective. Any such resignation is without prejudice to the rights, if any, of the corporation under any contract to which the officer is a party.

Section 6 Vacancies in Office. A vacancy in any office because of death, resignation, removal, disqualification or any other cause shall be filled in the manner prescribed in these bylaws for regular appointments to such office.

Section 7 Responsibilities of Officers.

- (a) Chairperson of the Board. The chairperson of the board, if such an officer be elected, shall, if present, preside at all meetings of the board of directors and exercise and perform such other powers and duties as may be from time to time assigned to him or her by the board of directors or prescribed by the bylaws. If

there is no president, the chairperson of the board shall in addition be the chief executive officer of the corporation and shall have the powers and duties of the president as prescribed in these bylaws.

- (b) President/Chief Executive Officer. Subject to such supervisory powers, if any, as may be given by the board of directors to the chairperson of the board, if there be such an officer, the president shall be the chief executive officer of the corporation and shall, subject to the control of the board of directors, have general supervision, direction and control of the activities and the officers of the corporation. He or she shall preside, in the absence of the chairperson of the board or if there be none, at all meetings of the board of directors. He or she shall have the general powers and duties of management usually vested in the office of president of a corporation, and shall have such other powers and duties as may be prescribed by the board of directors or these bylaws.
- (c) Vice President. In the absence or disability of the president, the vice presidents, if any, in order of their rank as fixed by the board of directors or, if not ranked, a vice president designated by the board of directors, shall perform all the duties of the president. When so acting, a vice president shall have all the powers of, and be subject to all the restrictions upon, the president. The vice presidents shall have such other powers and perform such other duties as from time to time may be prescribed for them respectively by the board of directors or the bylaws, the president or the chairperson of the board.
- (d) Secretary.
 - (1) Minutes. The secretary shall keep or cause to be kept, at the principal executive office or such other place as the board of directors may order, a book of minutes of all meetings, proceedings and actions of directors and committees of directors. The minutes of each meeting shall state the time and place the meeting was held; whether it was annual, regular or special; if special, how it was called or authorized; the names of those present at board and committee meetings; and an accurate account of the proceedings. If the secretary is unable to be present, the secretary or the presiding officer of the meeting shall designate another person to take the minutes of the meeting. The secretary shall keep or cause to be kept, at the principal office in California, a copy of the articles of incorporation and bylaws, as amended to date.
 - (2) Notices, Seal, and Other Duties. The secretary shall give, or cause to be given, notice of all meetings of the members, the board of directors and committees of the board of directors required by these bylaws to be given. In case of the absence or disability of the secretary, or his or her refusal or neglect to act, such notices may be provided by the president, or by the vice president, if any, or by any person authorized by the president or by any vice president, or by the board of directors. The secretary shall keep

the corporate seal, if any, in safe custody and shall have such other powers and perform such other duties as the board or the bylaws may prescribe.

(e) Chief Financial Officer.

- (1) Books of Account. The chief financial officer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and records of account of the properties and transactions of the corporation. The chief financial officer shall send or cause to be given to the directors such financial statements and reports as are required to be given by law, by these bylaws or by the board. The books of account shall at all reasonable times be open to inspection by any director.
- (2) Deposit and Disbursement of Money. The chief financial officer shall deposit, or cause to be deposited, all moneys and other valuables in the name and to the credit of the corporation with such depositories as may be designated by the board of directors. He or she shall disburse the funds of the corporation as may be ordered by the board of directors, shall render to the president and directors, whenever they request it, an account of all of his transactions as chief financial officer and of the financial condition of the corporation, and shall have other powers and perform such other duties as may be prescribed by the board of directors or the bylaws. If so required by the board of directors, the chief financial officer shall give a bond for the faithful discharge of his or her duties in such sum and with such surety as the board of directors shall deem appropriate. The chief financial officer shall submit such annual reports to the board of directors as required by law or as directed by the board of directors.

ARTICLE VII

INDEMNIFICATION OF DIRECTORS, OFFICERS AND OTHER AGENTS

Section 1 Right of Indemnity. To the fullest extent permitted by law, the corporation shall indemnify its directors, officers, employees, and other persons described in Section 5238(a) of the California Corporations Code, including persons formerly occupying any such position, against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any “proceeding,” as that term is used in that Section, and including an action by or in the right of the corporation, by reason of the fact that the person is or was a person described in that section. “Expenses,” as used in these bylaws, shall have the same meaning as in Section 5238(a) of the California Corporations Code.

Section 2 Approval of Indemnity. On written request to the board by any person seeking indemnification under Section 5238(b) or Section 5238(c) of the California Corporations Code, the board shall promptly determine under Section 5238(e) of the California Corporations Code whether the applicable standard of conduct set forth in Section 5238(b) or Section 5238(c) has been met and, if so, the board shall authorize indemnification.

Section 3 Advancement of Expenses. To the fullest extent permitted by law and except as otherwise determined by the board in a specific instance, expenses incurred by a person seeking indemnification under these bylaws in defending any proceeding covered by those Sections shall be advanced by the corporation before final disposition of the proceeding, on receipt by the corporation of an undertaking by or on behalf of that person that the advance will be repaid unless it is ultimately determined that the person is entitled to be indemnified by the corporation for those expenses.

Section 4 Insurance. The board shall have the right to authorize and direct the officers of the corporation to cause the corporation to purchase and maintain insurance to the full extent permitted by law on behalf of its officers, directors, employees, and other agents, against any liability asserted against or incurred by any officer, director, employee, or agent in such capacity or arising out of the officer's, director's employee's or agent's status as such.

ARTICLE VIII RECORDS AND REPORTS

Section 1 Maintenance of Corporate Records. The board shall cause the appropriate officers of the corporation to keep:

- (a) Adequate and correct books and records of account;
- (b) Written minutes of the proceedings of the board and committees of the board; and
- (c) A record of each director's name and address.

Section 2 Maintenance and Inspection of Articles and Bylaws. The secretary shall keep at the corporation's principal office the original or a copy of the articles of incorporation and bylaws as amended to date.

Section 3 Annual Report. The board shall cause an annual report to be sent to directors within 120 days after the end of the corporation's fiscal year. That report shall contain the following information, in appropriate detail, for the fiscal year:

- (a) The assets and liabilities, including the trust funds, of the corporation as of the end of the fiscal year;
- (b) The principal changes in assets and liabilities, including trust funds;
- (c) The revenue or receipts of the corporation, both unrestricted and restricted to particular purposes;
- (d) The expenses or disbursements of the corporation for both general and restricted purposes; and
- (e) Any other information required by these bylaws.

If the income statements and balance sheets referred to in this section have not been audited, they shall be accompanied by the report of any independent accountants engaged by the corporation or the certificate of an authorized officer of the corporation that such financial statements were prepared without audit from the books and records of the corporation.

This requirement of an annual report shall not apply if the corporation receives less than \$25,000 in gross receipts during the fiscal year, provided, however, that the information specified above for inclusion in an annual report must be furnished to any director who requests it in writing.

Section 4 Annual Statement of Certain Transactions and Indemnifications. As part of the annual report to all directors, or as a separate document if no annual report is issued, the board shall cause to be annually prepared and mailed or delivered to each director a statement of any transaction or indemnification of the following kind within 120 days after the end of the corporation's fiscal year:

- (a) Any transaction (i) in which the corporation or its parent or subsidiary was a party, (ii) in which an "interested person" has a direct or indirect material financial interest, and (iii) which involved more than \$50,000, or was one of a number of transactions with the same interested person involving, in the aggregate, more than \$50,000.
- (b) Any indemnifications or advances aggregating more than \$10,000 paid during the fiscal year to any officer or director of the corporation under Section VII of these bylaws, unless that indemnification has already been approved by the directors under Section 5238(e) of the California Corporations Code.

For this purpose, an "interested person" is any director or officer of the corporation, its parent or its subsidiary. The statement shall include a brief description of the transaction, the names of interested persons involved, their relationship to the corporation, the nature of their interest in the transaction and, if practicable, the amount of that interest; provided that if the transaction was with a partnership in which the interested person is a partner, only the interest of the partnership need be stated.

ARTICLE IX GENERAL CORPORATE MATTERS

Section 1 Checks, Drafts, Evidences of Indebtedness. All checks, drafts or other orders for payment of money, notes or other evidences of indebtedness issued in the name of or payable to the corporation shall be authorized, signed or endorsed by the assistant secretary of the corporation or such other officer(s) of the corporation, and in such manner, as shall be determined by resolution of the board of directors.

Section 2 Contracts. The board of directors, except as the bylaws otherwise provided, may authorize any officer or officers or agent or agents to enter into any contract or execute any instrument in the name of and on behalf of the corporation. Such authority may be general or confined to one or more specific matters. Unless so authorized or ratified by the board of directors or within the agency power of an officer, no officer, agent or employee shall have

any power or authority to bind the corporation by any contract or engagement or to pledge its credit or to render it liable for any purpose or in any amount.

Section 3 Loans and Borrowing. The board of directors shall not cause the corporation to make any loan of money or property to or guarantee the obligation of any director or officer unless approved by the Attorney General. No loan shall be contracted on behalf of the corporation and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the board of directors.

Section 4 Deposits. All funds of the corporation shall be deposited from time to time to the credit of the corporation in such banks, trust companies, funds, or other depositories as the board of directors may select.

Section 5 Gifts. The board of directors may at their discretion accept on behalf of the corporation any contribution, gift, bequest, or devise for the general purposes or for any specific purpose of the corporation.

ARTICLE X MISCELLANEOUS

Section 1 Fiscal Year. The fiscal year of the corporation shall end on the last day of June in each year unless otherwise determined by resolution of the board of directors.

Section 2 Rules. The board of directors may adopt, amend, or repeal rules not inconsistent with these bylaws for the management of the internal affairs of the corporation and the governance of its officers, agents, committees, and employees.

Section 3 Corporate Seal. The board of directors may provide a corporate seal, which shall be in the form of a circle and shall have inscribed thereon the name of the corporation, the date of its incorporation, and the word "*California*".

Section 4 Waiver of Notice. Whenever any notices are required to be given under the provisions of the Nonprofit Corporation Act of the state of California, or under the provisions of the articles of incorporation of the corporation, or these bylaws, a waiver thereof in writing signed by the persons entitled to such notice, whether dated before or after the time such notices are required to be given, to the extent permitted by law, shall be deemed equivalent to the giving of such notice.

ARTICLE XI AMENDMENT TO BYLAWS

Section 1 Amendment to Bylaws. These bylaws may be amended at any regular meeting of the board of directors by a majority vote of the board of directors; provided, however, that if any provision of these bylaws requires the vote of a larger proportion of the board than is otherwise required by law, that provision may not be altered, amended, or repealed except by that greater vote.

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify that:

1. I am the duly elected and acting secretary of Facilities Corporation 2011 of the South Orange County Community College District, a California nonprofit public benefit corporation.

2. The bylaws to which this certificate is attached, comprising 12 pages, constitute the bylaws of such corporation as duly adopted by the board of directors of this corporation at a meeting of such board on March 28, 2011.

I further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of my own knowledge.

Dated: March 28, 2011

Gary Poertner, Assistant Secretary

RESOLUTIONS FOR BOARD OF DIRECTORS APPROVAL

Designation of Agent for Service of Process

WHEREAS, the articles of incorporation of this corporation designated Gary Poertner as the initial agent for service of process;

RESOLVED, that Gary Poertner, a California resident whose business address is 28000 Marguerite Pkwy, Mission Viejo, California, is approved as the designated agent of this corporation for the purpose of service of process as required by Section 6210 of the California Nonprofit Corporation Law, to serve as such agent until his resignation or until a new agent for service of process is designated by this board of directors.

Ratification and Approval of Election of President and Secretary

RESOLVED, that Nancy M. Padberg, President and Marcia Milchiker, Secretary have been elected to such office by the incorporator and that their election is hereby ratified and approved by the board of directors.

Election of Additional Officer(s)

RESOLVED, that the following persons are elected as additional officers of the corporation until further resolution of the board of directors of this corporation:

T.J. Prendergast, III - Vice President

David B. Lang - Chief Financial Officer

David Bugay - Assistant Treasurer

Gary Poertner - Assistant Secretary

RESOLVED FURTHER, that for purposes of giving any reports or executing any documents requiring the signature of the “treasurer”, the chief financial officer is deemed to be also the treasurer of this corporation.

Selection of Accounting and Taxable Year

RESOLVED, that the accounting and taxable year of this corporation shall end on June 30th of each year.

Annual Meeting of Directors

RESOLVED, that the annual meeting of directors shall be held on the 1st Monday of December of each year at 6 o'clock P.M. If, however, this day falls upon a legal holiday, then such meeting shall be held at the same time and place on the next succeeding business day.

Establishment of Principal Executive Office

RESOLVED, that 28000 Marguerite Pkwy, Mission Viejo, California is designated as the principal executive office of this corporation.

Annual Information Statement

WHEREAS, within 90 days after the corporation's articles were filed, the corporation must file a Statement of Information with the California Secretary of State, pursuant to Section 6210 of the California Nonprofit Corporation Law.

NOW, THEREFORE, BE IT RESOLVED, that the assistant secretary of this corporation is authorized and directed to prepare and to file or cause to be filed with the Secretary of State of the State of California the necessary statement in compliance with Section 6210 of the California Nonprofit Corporation Law.

RESOLVED FURTHER, that the assistant secretary is directed to insert a copy of that statement in the minute book following this resolution.

Application for Exemptions from Federal and State Income Taxes

WHEREAS, federal and state tax exemptions are available to certain nonprofit corporations such as this corporation; and

WHEREAS, it is in the best interest of the corporation to prepare and file the necessary forms to request federal and state exemptions from paying income taxes;

RESOLVED, that the assistant secretary consult with legal counsel to ascertain the availability of exemptions from income taxation under the federal and state tax laws and, if such exemptions are available, the assistant secretary is authorized and directed to execute and file all necessary applications for exemption from those taxes with the appropriate state and federal authorities and to pay necessary filing fees.

Adoption of Conflict of Interest Policy

WHEREAS, it is in the best interests of the corporation that a Conflict of Interest policy be adopted:

RESOLVED, that the terms of the South Orange County Community College District BP 154 shall be adopted as the Conflict of Interest policy of the corporation and its terms shall apply to the corporation's Board.

Employer Identification Number

WHEREAS, it is necessary for the corporation to obtain a federal identification number for use on certain informational tax returns and statements;

RESOLVED, that the assistant secretary of this corporation is authorized to sign such documents and make such filings and applications as are necessary to secure for the corporation a federal employer identification number.

Authorization to Open Bank Accounts and Capital Outlay Projects Fund

NOW, THEREFORE, BE IT RESOLVED, that the president and/or the assistant secretary of the corporation are authorized and directed to establish in its name one or more deposit accounts, at one or more banks, trust companies or other financial institutions and/or to establish a capital outlay projects fund account with the County of Orange Treasury, and related accounts as may be determined by such officers upon such terms and conditions as may be agreed upon with such entities.

RESOLVED FURTHER, that the standard resolutions required by such financial institution and/or by the County of Orange to open such an account and/or fund are adopted and approved as if set forth herein in their entirety.

RESOLVED FURTHER, that checks, drafts, and other instruments drawn by this corporation, including but not limited to checks or drafts drawn to the individual order of any person authorized to sign, shall be signed by any two of the president, chief financial officer and/or secretary of this corporation as authorized signatories on such accounts.

RESOLVED FURTHER, that the assistant secretary of this corporation is authorized to approve and process payment requests to the County of Orange Treasury and to process checks or warrants received from the County of Orange Treasury.

RESOLVED FURTHER, that all checks, drafts and other instruments payable to this corporation and endorsed with the corporate name by stamp or signature may be deposited in any such account or fund, or, when endorsed in the same manner as that required above for the signing of checks, may be cashed or may be deposited in any such account as instructed by the person presenting the instrument.

RESOLVED FURTHER, that this authorization shall remain effective until the financial institution or the County of Orange Treasury, as applicable, receives written notice to the contrary signed by duly authorized officers of the corporation, and that this corporation guarantees payment of any overdraft created in any account established under this resolution.

Payment of Expenses of Incorporation

RESOLVED, that the assistant secretary of the corporation is authorized and directed to pay any expenses of incorporation and organization, as may be necessary, and to reimburse the persons advancing funds to the corporation for this purpose.

Power of Attorney and Declaration of Representative

OMB No. 1545-0150

For IRS Use Only

Received by:
Name _____
Telephone _____
Function _____
Date / /

▶ Type or print. ▶ See the separate instructions.

Part I Power of Attorney

Caution: Form 2848 will not be honored for any purpose other than representation before the IRS.

1 Taxpayer information. Taxpayer(s) must sign and date this form on page 2, line 9.

Taxpayer name(s) and address	Social security number(s) : : : :	Employer identification number : :
	: : : :	
	Daytime telephone number ()	Plan number (if applicable)

hereby appoint(s) the following representative(s) as attorney(s)-in-fact:

2 Representative(s) must sign and date this form on page 2, Part II.

Name and address	CAF No. _____ Telephone No. _____ Fax No. _____ Check if new: Address <input type="checkbox"/> Telephone No. <input type="checkbox"/> Fax No. <input type="checkbox"/>
Name and address	CAF No. _____ Telephone No. _____ Fax No. _____ Check if new: Address <input type="checkbox"/> Telephone No. <input type="checkbox"/> Fax No. <input type="checkbox"/>
Name and address	CAF No. _____ Telephone No. _____ Fax No. _____ Check if new: Address <input type="checkbox"/> Telephone No. <input type="checkbox"/> Fax No. <input type="checkbox"/>

to represent the taxpayer(s) before the Internal Revenue Service for the following tax matters:

3 Tax matters

Type of Tax (Income, Employment, Excise, etc.) or Civil Penalty (see the instructions for line 3)	Tax Form Number (1040, 941, 720, etc.)	Year(s) or Period(s) (see the instructions for line 3)

4 Specific use not recorded on Centralized Authorization File (CAF). If the power of attorney is for a specific use not recorded on CAF, check this box. See the instructions for **Line 4. Specific Uses Not Recorded on CAF** ▶

5 Acts authorized. The representatives are authorized to receive and inspect confidential tax information and to perform any and all acts that I (we) can perform with respect to the tax matters described on line 3, for example, the authority to sign any agreements, consents, or other documents. The authority does not include the power to receive refund checks (see line 6 below), the power to substitute another representative or add additional representatives, the power to sign certain returns, or the power to execute a request for disclosure of tax returns or return information to a third party. See the line 5 instructions for more information.

Exceptions. An unenrolled return preparer cannot sign any document for a taxpayer and may only represent taxpayers in limited situations. See **Unenrolled Return Preparer** on page 1 of the instructions. An enrolled actuary may only represent taxpayers to the extent provided in section 10.3(d) of Treasury Department Circular No. 230 (Circular 230). An enrolled retirement plan administrator may only represent taxpayers to the extent provided in section 10.3(e) of Circular 230. See the line 5 instructions for restrictions on tax matters partners. In most cases, the student practitioner's (levels k and l) authority is limited (for example, they may only practice under the supervision of another practitioner).

List any specific additions or deletions to the acts otherwise authorized in this power of attorney: _____

6 Receipt of refund checks. If you want to authorize a representative named on line 2 to receive, **BUT NOT TO ENDORSE OR CASH**, refund checks, initial here _____ and list the name of that representative below.

Name of representative to receive refund check(s) ▶

- 7 Notices and communications.** Original notices and other written communications will be sent to you and a copy to the first representative listed on line 2.
- a** If you also want the second representative listed to receive a copy of notices and communications, check this box
- b** If you do not want any notices or communications sent to your representative(s), check this box

8 Retention/revocation of prior power(s) of attorney. The filing of this power of attorney automatically revokes all earlier power(s) of attorney on file with the Internal Revenue Service for the same tax matters and years or periods covered by this document. If you **do not** want to revoke a prior power of attorney, check here.

YOU MUST ATTACH A COPY OF ANY POWER OF ATTORNEY YOU WANT TO REMAIN IN EFFECT.

9 Signature of taxpayer(s). If a tax matter concerns a joint return, **both** husband and wife must sign if joint representation is requested, otherwise, see the instructions. If signed by a corporate officer, partner, guardian, tax matters partner, executor, receiver, administrator, or trustee on behalf of the taxpayer, I certify that I have the authority to execute this form on behalf of the taxpayer.

▶ IF NOT SIGNED AND DATED, THIS POWER OF ATTORNEY WILL BE RETURNED.

Signature	Date	Title (if applicable)
Print Name	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> PIN Number	Print name of taxpayer from line 1 if other than individual

Signature	Date	Title (if applicable)
Print Name	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> PIN Number	

Part II Declaration of Representative

Caution: *Students with a special order to represent taxpayers in qualified Low Income Taxpayer Clinics or the Student Tax Clinic Program (levels k and l), see the instructions for Part II.*

Under penalties of perjury, I declare that:

- I am not currently under suspension or disbarment from practice before the Internal Revenue Service;
- I am aware of regulations contained in Circular 230 (31 CFR, Part 10), as amended, concerning the practice of attorneys, certified public accountants, enrolled agents, enrolled actuaries, and others;
- I am authorized to represent the taxpayer(s) identified in Part I for the tax matter(s) specified there; and
- I am one of the following:
 - a** Attorney—a member in good standing of the bar of the highest court of the jurisdiction shown below.
 - b** Certified Public Accountant—duly qualified to practice as a certified public accountant in the jurisdiction shown below.
 - c** Enrolled Agent—enrolled as an agent under the requirements of Circular 230.
 - d** Officer—a bona fide officer of the taxpayer’s organization.
 - e** Full-Time Employee—a full-time employee of the taxpayer.
 - f** Family Member—a member of the taxpayer’s immediate family (for example, spouse, parent, child, brother, or sister).
 - g** Enrolled Actuary—enrolled as an actuary by the Joint Board for the Enrollment of Actuaries under 29 U.S.C. 1242 (the authority to practice before the Internal Revenue Service is limited by section 10.3(d) of Circular 230).
 - h** Unenrolled Return Preparer—the authority to practice before the Internal Revenue Service is limited by Circular 230, section 10.7(c)(1)(viii). You must have prepared the return in question and the return must be under examination by the IRS. See **Unenrolled Return Preparer** on page 1 of the instructions.
 - k** Student Attorney—student who receives permission to practice before the IRS by virtue of their status as a law student under section 10.7(d) of Circular 230.
 - l** Student CPA—student who receives permission to practice before the IRS by virtue of their status as a CPA student under section 10.7(d) of Circular 230.
 - r** Enrolled Retirement Plan Agent—enrolled as a retirement plan agent under the requirements of Circular 230 (the authority to practice before the Internal Revenue Service is limited by section 10.3(e)).

▶ IF THIS DECLARATION OF REPRESENTATIVE IS NOT SIGNED AND DATED, THE POWER OF ATTORNEY WILL BE RETURNED. See the Part II instructions.

Designation—Insert above letter (a–r)	Jurisdiction (state) or identification	Signature	Date

Registry of Charitable Trusts
P.O. Box 903447
Sacramento, CA 94203-4470
Telephone: (916) 445-2021

WEBSITE ADDRESS:

<http://ag.ca.gov/charities/>

**INITIAL
REGISTRATION FORM
STATE OF CALIFORNIA
OFFICE OF THE ATTORNEY GENERAL
REGISTRY OF CHARITABLE TRUSTS**
(Government Code Sections 12580-12599.7)



NOTE: A \$25.00 REGISTRATION FEE MUST ACCOMPANY THIS REGISTRATION FORM. MAKE CHECK PAYABLE TO DEPARTMENT OF JUSTICE.

Pursuant to Section 12585, registration is required of every trustee subject to the Supervision of Trustees and Fundraisers for Charitable Purposes Act within thirty days after receipt of assets (cash or other forms of property) for the charitable purposes for which organized.

Every charitable (public benefit) corporation, association and trustee holding assets for charitable purposes or doing business in the State of California must register with the Attorney General, except those exempted by California Government Code section 12583. Corporations that are organized primarily as a hospital, a school, or a religious organization are exempted by Section 12583.

Name of Organization: _____

The name of the organization should be the legal name as stated in the organization's organizing instrument (i.e., articles of incorporation, articles of association, or trust instrument).

Official Mailing Address for Organization:

Address: _____

City: _____

State: _____

ZIP Code: _____

Organization's telephone number: _____

Organization's e-mail address: _____

Organization's fax number: _____

Organization's website: _____

All organizations must apply for a Federal Employer Identification Number from the Internal Revenue Service, including organizations that have a group exemption or file group returns.

Federal Employer Identification Number (FEIN): _____

Group Exemption FEIN (if applicable): _____

All California corporations and foreign corporations that have qualified to do business in California will have a corporate number. Unincorporated organizations are assigned an organization number by the Franchise Tax Board upon application for California tax exemption.

Corporate or Organization Number: _____

Attach your founding documents as follows:		
A) Corporations - Furnish a copy of the articles of incorporation and all amendments and current bylaws. If incorporated outside California, enter the date the corporation qualified through the California Secretary of State's Office to conduct activities in California.		
B) Associations - Furnish a copy of the instrument creating the organization (bylaws, constitution, and/or articles of association).		
C) Trusts - Furnish a copy of the trust instrument or will and decree of final distribution.		
D) Trustees for charitable purposes - Furnish a statement describing your operations and charitable purpose.		
Has the organization applied for or been granted IRS tax exempt status Yes No		
Date of application for Federal tax exemption: _____		
Date of exemption letter: _____ Exempt under Internal Revenue Code section 501(c) _____		
If known, are contributions to the organization tax deductible? Yes No		
Attach a copy of the Application for Recognition of Exemption (IRS Form 1023) and the determination letter issued by the IRS.		
Does your organization contract with or otherwise engage the services of any commercial fundraiser for charitable purposes, fundraising counsel, or commercial coventurer? If yes, provide the name(s), address(es), and telephone number(s) of the provider(s):		
Commercial Fundraiser	Fundraising Counsel	Commercial Coventurer
Name _____		
Address _____		
City _____	State _____	ZIP Code _____
Telephone Number _____		
Commercial Fundraiser	Fundraising Counsel	Commercial Coventurer
Name _____		
Address _____		
City _____	State _____	ZIP Code _____
Telephone Number _____		
Commercial Fundraiser	Fundraising Counsel	Commercial Coventurer
Name _____		
Address _____		
City _____	State _____	ZIP Code _____
Telephone Number _____		
I declare under penalty of perjury that I have examined this registration form, including accompanying documents, and to the best of my knowledge and belief, the form and each document are true, correct, and complete.		
Signature _____ Title _____ Date _____		
If additional information is required, please refer to the Supervision of Trustees and Fundraisers for Charitable Purposes Act (Government Code sections 12580-12599.7), the Administrative Rules and Regulations pursuant to the Act (California Code of Regulations, Title 11, Sections 300-312.1).		
If you have questions regarding registration, or need assistance, information is available on our website at http://ag.ca.gov/charities/ or you can reach us by telephone at (916) 445-2021 or fax at (916) 444-3651.		

ATTACHMENT
TO
INITIAL REGISTRATION FORM
FORM CT-1

FACILITIES CORPORATION 2011 OF THE SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

Frank M. Meldau
28000 Marguerite Pkwy
Mission Viejo, CA 92692

Director

Thomas A. Fuentes
28000 Marguerite Pkwy
Mission Viejo, CA 92692

Director

Gary Poertner
28000 Marguerite Pkwy
Mission Viejo, CA 92692

Assistant Secretary

David Bugay
28000 Marguerite Pkwy
Mission Viejo, CA 92692

Assistant Treasurer

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Protective Measures Relative to Construction Complexities
ACTION: Discussion

BACKGROUND

Recently, a number of articles have highlighted concerns regarding the management of the Los Angeles Community College District's \$5.7 billion dollar construction program.

STATUS

Brandy D'Lena, District Director of Facilities Planning and Purchasing, will present information identifying specifics of those concerns and perform a comparative analysis with relationship to actions or measures that have been or would be used to respond if similar concerns occur within the South Orange County Community College District construction program.

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Advanced Technology & Education Park (ATEP)
Planning and Development

ACTION: Discussion

BACKGROUND

Chancellor Poertner recommended during the Feb. 28, 2011 board meeting that an information item be presented to provide an opportunity for board discussion regarding the Advanced Technology & Education Park (ATEP).

STATUS

Dr. Randy Peebles, Associate Vice Chancellor will provide summary information on the continued development of the Advanced Technology & Education Park (ATEP) site. Special attention will be placed on factors and information relating to the future direction and operations of ATEP including: site development, college facility operations, college programs proposed and future site partners.

Additionally, Dr. Roquemore, President of Irvine Valley College and Dr. Todd Burnett, President of Saddleback College will be available to address this topic.

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: 2020 Vision Report
ACTION: Discussion

BACKGROUND

At the direction of the Board of Trustees, periodically an item specifically designed for discussion is placed on the board agenda. The topic for the March Board Meeting is the 2020 Vision Report.

STATUS

Dr. Robert Bramucci, Vice Chancellor for Technology and Learning Services, will present information on 2020 Vision, Student Success, a report of the Commission of the Future of the Community College League of California.

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: New Market Tax Credit Report
ACTION: Discussion

BACKGROUND

The New Market Tax Credits (NMTC) program provides federal income tax credits to stimulate private investment in eligible low income census tracts. ATEP is located in census tract 755.15 and is eligible to participate in this program. The Board authorized at the August 4, 2010 meeting of the Board of Trustees participation in a Pilot Program for NMTC at ATEP utilizing the services of Public Economics, Inc. as our Consultant on this project.

STATUS

The District continues to move rapidly in the development of the ATEP site. This discussion is an update on ATEP and the NMTC. The District Staff, David Bugay and Randy Pebbles, will present the current status of NMTC. Public Economics, Inc., the firm the District has engaged to assist us with NMTC, will also be on hand to assist with any questions that need additional background.

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Minutes of the Board of Trustees Meeting

ACTION: Approval

Minutes from:

February 28, 2011 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
FEBRUARY 28, 2011**

PRESENT

Members of the Board of Trustees:

Nancy M. Padberg, President
T.J. Prendergast, Vice President
Thomas A. Fuentes, Member
William O. Jay, Member
David B. Lang, Member
Frank M. Meldau, Member
Eve Shieh, 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
Glenn Roquemore, President Irvine Valley College
Randy Peebles, Associate Vice Chancellor, Economic Development

ABSENT

Marcia Milchiker, Clerk

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 Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC Section 54957)
 - 1. Public Employee Employment (2)
 - 2. Public Employee Discipline, Dismissal (1)

- B. Conference with Labor Negotiators (GC Section 54957.6)
 - 1. SOCCCD Faculty Association
 - a. Agency Designated Negotiator: David Bugay, Ph. D.
 - 2. California School Employees Association (CSEA)
 - a. Agency Designated Negotiator: David Bugay, Ph. D.
 - 3. Police Officers Association (POA)
 - a. Agency Designated Negotiator: David Bugay, Ph. D.

- C. Conference with Real Property Negotiators (GC Section 54956.8) (1 case)
 - 1. Lease of Property by District: Portion of Saddleback College site; Agency Designated Representative – Gary Poertner.

- D. Conference with Legal Counsel (GC Section 54956.9)
 - 1. Existing Litigation (GC Section 54956.9[b]) (1 case)
Westphal v. Wagner
 - 2. Anticipated Litigation/Significant Exposure to Litigation (1 case)
(GC Section 54956.9[b][1] and [b][3][A])

RECONVENE OPEN SESSION: 6:00 P.M.

2.0 PROCEDURAL MATTERS

2.1 Actions Taken in Closed Session

On a 6-0 vote, with Trustee Milchiker absent, the board approved two unpaid leaves of absence with benefits for two classified employees.

2.2 Invocation

Led by Trustee Thomas A. Fuentes

2.3 Pledge of Allegiance

Led by Trustee Bill Jay

2.4 Resolutions/Presentations/Introductions

Resolution in Support of California Community Colleges Budget Priorities and Principles was tabled until the next Board meeting.

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. Board Requests for Report(s)

4.0 DISCUSSION ITEMS

4.1 **SOCCCD: Project Planning: Construction Delivery Methods; Lease/Leaseback**

Vice Chancellor David Bugay and Director Brandye D'Lena will provide summary information on alternative delivery methods with a presentation on Lease/Leaseback by Andreas Chialtas, with Atkinson, Andelson, Loya, Ruud & Romo.

District Director Brandye D'Lena and Attorney Andreas Chialtas addressed the Board and provided summary information on Lease/Leaseback delivery method.

4.2 **SOCCCD: New Market Tax Credit Report**

An advisor from Public Economics, Inc. will update the Board on the project's present status.

Dante Gumucio from Public Economics, Inc, addressed the Board on the status of the New Market Tax Credit Report.

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.

Chancellor Poertner announced that the Board received an addendum to Item 5.7 prior to the Board meeting. The addendum was accepted by the Board.

Trustee Fuentes requested Item 5.19 be pulled for separate action.

On a motion made by Trustee Prendergast and seconded by Trustee Meldau the remaining Consent Calendar Items were approved on a 6-0 vote with Trustee Milchiker absent.

- 5.1 SOCCCD: Board of Trustees Meeting Minutes
Approve minutes of a Regular Meeting held on January 20, 2011.
- 5.2 Irvine Valley College: Sub-Award Grant Acceptance from Center for Occupational Research and Development
Approve the Center for Occupational Research and Development sub-award grant for \$15,000.00 through the National Center for Optics and Photonics Education (OP-TEC). The funds will be used to train new photonics technicians and focus on education programs devoted to lasers, optics, and photonics technology. The agreement is in effect through August 31, 2011.
- 5.3 Irvine Valley College: Sub-Awards Grant Acceptance from North Orange County Community College District, Center for Applied and Competitive Technologies
Approve the North Orange County Community College District sub-awards grant for Center for Applied and Competitive Technologies (CACT) in the amount of \$50,000.00: \$25,000 each from the Job Development Incentive Fund (JDIF) and Responsive Training Fund (RTF). CACT will use the funds to provide career technical training and market programs. The sub award for RTF is in effect through June 30, 2011 and for JDIF, through June 30, 2012.
- 5.4 Irvine Valley College: Sub-Award Grant Acceptance from the North Orange County Community College District, New Media & Entertainment
Approve the North Orange County Community College District sub-award grant for \$2,500.00 for the New Media & Entertainment Initiative (NMEI). The funds will be used to expand multimedia training and education in the areas of digital arts and new media applications. The agreement is in effect from July 1, 2010 through June 30, 2011.
- 5.5 Irvine Valley College: Honors Geography 102, Out-of-State Travel Program
Approve the Honors Geography 102 out-of-state travel program to the Pacific Northwest from July 21-31, 2011. There is no impact to the general fund.
- 5.6 Irvine Valley College: Geology 170, Out-of-State Travel Program
Approve the Geology 170 out-of-state travel program to the Grand Canyon National Park, Arizona and vicinity from April 28 through May 1, 2011. There is no impact to the general fund.
- 5.7 Irvine Valley College: Curriculum Revisions for the 2011-12 Academic Year
Approve curriculum changes for the 2011-12 academic year pursuant to Title 5, Section 53200 et seq.
- 5.8 Irvine Valley College: Landscaping Project Architectural Services: Amendment No. 2 for Increased Services
Approve amendment in the amount of \$39,085.00. The total revised contract amount is \$146,930.00.
- 5.9 Irvine Valley College: Barranca Road Project, Consultant Services

- Approve consultant agreement with RGP Planning and Development Services in the amount of \$250,125.00.
- 5.10 Saddleback College: Phi Theta Kappa 93rd International Convention
Approve the out-of-state travel request for up to six students and one faculty advisor to attend the Phi Theta Kappa 93rd International Convention in Seattle, Washington at a cost not to exceed \$8,000.
- 5.11 Saddleback College: Special topics – New York Study Tour
Approve the Saddleback College Fashion 289 Special Topics course from June 6 through June 11, 2011, out-of-state travel to New York.
- 5.12 Saddleback College: Curriculum and Certificates/Degrees Revision for the 2010-2011 Academic Year
Approve the proposed changes in curriculum and certificate/degrees.
- 5.13 Saddleback College: Speakers
Approve general fund honorarium for speakers at Saddleback College.
- 5.14 Saddleback College and Irvine Valley College: Revised 2011-2012 Instructional Material/Laboratory Fees
Approve revised instructional material and laboratory fees for 2011-2012.
- 5.15 Saddleback College: Village Expansion Project: Amendment to Increase Contract Services with R2A Architecture
Approve amendment to contract with R2A Architecture increasing the amount by \$10,475.00. The total revised contract amount is \$314,290.00.
- 5.16 Saddleback College: I.T. Server Room Renovation: Amendment to Decrease Contract Services with R2A Architects
Approve amendment to contract reducing the amount by \$6,269.00. The total revised contract amount is \$68,907.00.
- 5.17 Saddleback College and Irvine Valley College: Community Education, Summer 2011
Approve Community Education courses, presenters, and compensation for Summer Session 2011.
- 5.18 Saddleback College: Cosmetology and Cosmetician Instruction Agreement Amendments
Approve agreement amendments to change the name of Lake Forest Beauty College to Athena College of Beauty.
- 5.19 ATEP: Master Architectural Services
Approve Master Architect Services agreement with gkkworks for ATEP in the amount of \$132,820.00.

On a motion made by Trustee Jay and seconded by Trustee Prendergast, this item passed on a 4/2 vote with Trustee Fuentes casting a negative vote and Trustee Lang abstaining.

- 5.20 SOCCCD: Reimbursement to Trustees for Mileage to and from Required Board Meetings
Approve reimbursement claims for the period July 1 to December 31, 2010.
- 5.21 SOCCCD: Claim Against the District: Dumarco Corporation
Reject claim and refer to the District's insurance administrator for processing.
- 5.22 SOCCCD: Transfer of Budget Appropriations
Ratify transfer of budget appropriations as shown.
- 5.23 SOCCCD: Budget Amendment: Adopt Resolution No. 11-03 to Amend 2010/2011 Restricted General Fund
Adopt resolution to amend the adopted budget.
- 5.24 SOCCCD: Gifts to the District and Foundations
Approve gifts as presented.
- 5.25 SOCCCD: January/February 2011 Contracts
Ratify contracts as listed.
- 5.26 SOCCCD: Purchase Order/Confirming Requisitions
Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P11-02977 through P11-03411 amounting to \$2,615,342.59. Confirming requisitions dated December 15, 2010 through February 1, 2011 totaling \$273,862.28.
- 5.27 SOCCCD: Payment of Bills
Approve check no. 099016 through 100083, processed through the Orange County Department of Education, totaling \$7,399,262.48; and checks no. 010030 through 010051, processed through Saddleback College Community Education, totaling \$42,883.95; and checks no. 008793 through 008804, processed through Irvine Valley College Community Education, totaling \$85,188.39.
- 5.28 SOCCCD: 2012-2013 Academic Calendar
Accept for review and study the proposed Academic Calendar for 2012-2013

6.0 GENERAL ACTION ITEMS

- 6.1 Saddleback College: FCC Legal Services
The Chancellor recommends the Board of Trustees ratify the agreement with Lauren Lynch Flick, Law Offices of Pillsbury Winthrop Shaw Pittman, as shown in Exhibit A.

On a motion made by Trustee Fuentes and seconded by Trustee Lang, this item passed on a 6-0 vote.

- 6.2 Saddleback College: Memorandum of Understanding between SOCCCD and UCI for the Formation and Operation of a Saddleback College RapidTech Center
Approve the Memorandum of Understanding between SOCCCD and UCI for the formation and operation of a Saddleback College RapidTech Center on the UCI campus.

On a motion made by Trustee Fuentes and seconded by Trustee Meldau, this item passed on a 6-0 vote with the stipulation that a modification be made on the existing language in Exhibit A, page 6 of 16, Section 1.4, (b).

- 6.3 Saddleback College: 2011-2012 Faculty Hiring Request Addendum
Approve the announcement of positions and recruitment of new full-time faculty, contingent upon funding, at Saddleback College for the 2011-2012 academic year.

President Burnet noted that there was an error on Exhibit A, the title of the third position under the column heading "Academic Discipline" should read "Medical Technology/Phlebotomy" instead of "Health Sciences."

On a motion made by Trustee Fuentes and seconded by Trustee Lang, this item passed on a 6-0 vote.

- 6.4 Saddleback College: Pool Deck Replacement: Substitution of Subcontractor: E&E Custom Iron Works
Approve the removal of E&E Custom Iron Works and its substitution by Condor Inc.

On a motion made by Trustee Lang and seconded by Trustee Fuentes, this item passed on a 6-0 vote.

- 6.5 Irvine Valley College: Employment Training Panel Agreement
Approve the State of California's Employment Training Panel (ETP) Agreement for \$199,465.00. The funds will be used to provide technology training and support job-skills training to incumbent workers of California-based companies. The agreement is in effect from February 14, 2011 through February 13, 2013.

On a motion made by Trustee Lang and seconded by Trustee Fuentes, this item passed on a 6-0 vote.

- 6.6 SOCCCD: Board Policy Revision: BP-3530-Compliance with Payment Card Industry Data Security Standards (PCI-DSS), BP-5619-Advanced Placement Examination Program, BP-3401-Animals or Pets on Campus, BP-4075-Health and Welfare Benefits for Former Board of Trustees, BP-166-Health Benefits, BP-2001-Administrative Organization, BP-5607-

Nonresident Student Tuition, BP-5506-Accommodations for Students with Disabilities, BP-6132-Selection of Library Materials, BP-6135-Library-Use Fee

Discussion/Approval

On a motion made by Trustee Fuentes and seconded by Trustee Jay, this item passed on a 6-0 vote.

- 6.7 SOCCCD: Board Policy Revision: BP 3610-Auxiliary Organizations, BP 5401-Student Conduct, BP 5610.1-Student Fees, BP-3510-Lost Money or Property, BP-4040-Public Disclosure of Employee Compensation, BP-104-Student Member of the Board of Trustees
Accept for Review and Study

On a motion made by Trustee Lang and seconded by Trustee Fuentes, this item was accepted for review and study.

- 6.8 SOCCCD: OCSBA Marian Bergeson Award Nomination
Nomination of trustee for the Marian Bergeson Award.

On a motion made by Trustee Fuentes and seconded by Trustee Jay, the Board unanimously voted to nominate Trustee Lang for the Marian Bergeson Award.

- 6.9 SOCCCD: Academic Personnel Actions – Regular Items
Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Workload Banking.

On a motion made by Trustee Fuentes and seconded by Trustee Meldau, this item passed on a 6-0 vote.

- 6.10 SOCCCD: Classified Personnel Actions – Regular Items
Approve New Personnel Appointments, Authorization to Reorganize Reporting Structure for a Classified Management Position, Authorization to Establish and Announce a Classified Position, Revised Classified Job Classification Description, Change of Status, Out of Class Assignments, Leave of Absence, Additional Compensation, Authorization to Revise the Salary Schedule for the Non-Bargaining Unit, Temporary, Professional Experts, Resignation/Retirement/ Conclusion of Employment, Volunteers.

On a motion made by Trustee Fuentes and seconded by Trustee Lang, this item passed on a 5-1 vote with Trustee Jay casting a negative vote.

On a motion made by Trustee Prendergast and seconded by Trustee Jay, the Board unanimously approved extending the meeting until 9:30 p.m.

- 6.11 SOCCCD: Annual Report on Probationary Faculty Recommended for Tenure
Approval of second and third year faculty contracts.

On a motion made by Trustee Prendergast and seconded by Trustee Lang, this item passed on a 6-0 vote.

- 6.12 Saddleback College: Sciences Building Architectural Services
Approve the architectural agreement with Dougherty and Dougherty in the amount of \$2,604,000.

On a motion made by Trustee Fuentes and seconded by Trustee Lang, this item passed on a 6-0 vote.

- 6.13 SOCCCD: Project Schedule and Basic Aid Assignment
Approve: 1) proceeding with the Saddleback College New Sciences building and reassign Basic Aid dollars previously committed to other Saddleback College projects to the Saddleback College Sciences Building; 2) proceeding with the ATEP First Building for Phase 3A and reassign Basic Aid dollars previously committed to other ATEP projects to the ATEP First Building for Phase 3A; 3) assign \$29,000,000 to the Saddleback College Sciences Building and \$1,000,000 to Irvine Valley College A-400 Renovation from the 2010-11 uncommitted Basic Aid receipts.

Trustee Fuentes requested the item be divided. On a motion made by Trustee Fuentes and seconded by Trustee Lang, the request to divide the item passed on a 5-1 vote with Trustee Meldau casting a negative vote.

On a motion made by Trustee Jay and seconded by Trustee Prendergast, recommendations #1 and #3 passed on a 6-0 vote.

On a motion made by Trustee Jay and seconded by Trustee Prendergast, recommendation #2 passed on a 5-1 vote with Trustee Fuentes casting a negative vote.

- 6.14 SOCCCD: New Markets Tax Credit Transaction: Brokerage Services Agreement: Sandler O'Neill & Partners, L.P.
Approve the agreement with the investment broker, Sandler O'Neill & Partners, L.P.

On a motion made by Trustee Jay and seconded by Trustee Lang, this item passed on a 5-1 vote with Trustee Fuentes casting a negative vote.

- 6.15 SOCCCD: Authorization to Form Nonprofit Corporation for the South Orange County Community College District
Authorize the Chancellor to proceed with the actions necessary to form a new California nonprofit public benefit corporation to be known as FACILITIES CORPORATION 2011 OF THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, and to file the proposed Articles of Incorporation with the California Secretary of State.

On a motion made by Trustee Lang and seconded by Trustee Jay, this item passed on a 5-1 vote with Trustee Fuentes casting a negative vote.

7.0 INFORMATION ITEMS

- 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: List of Board Requested Reports
Reports requested by Trustees.
- 7.5 SOCCCD: Monthly Financial Status Report
The reports are for transactions through December 31, 2010.
- 7.6 SOCCCD: Quarterly Financial Status Report
This report is for the quarter ending on December 31, 2010.
- 7.7 SOCCCD: Quarterly Investment Report
The report is for the quarter ending on December 31, 2010.
- 7.8 SOCCCD: Retiree (OPEB) Trust Fund
This report is for the period ending December 31, 2010.

8.0 WRITTEN REPORTS

Reports by the following individuals and groups should be written and submitted through the docket process prior to distribution of the Board agenda packet.

President, Saddleback College
President, Irvine Valley College
Associate Vice Chancellor, Economic Development
Associated Student Government of SC
Associated Students of IVC
Saddleback College Academic Senate
Irvine Valley College Academic Senate
Faculty Association
California School Employees Association
Saddleback College Classified Senate
Irvine Valley College Classified Senate
District Services Classified Senate
Police Officers' Association

Reports were given by Saddleback College President Tod Burnett, Irvine Valley College President Glenn Roquemore, Associate Vice Chancellor of Economic Development Randy Peebles, Professor Stephen Rochford for Irvine Valley College Academic Senate, Saddleback College Academic Senate President Carmen Dominguez, SC Associated Student Government President Melissa Fenerci.

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

The meeting was adjourned at 9:11 p.m.

A handwritten signature in blue ink, appearing to read "G. Poertner", written over a horizontal line.

Gary L. Poertner, Secretary

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Saddleback College: Transfer Degrees & one OSA for the 2010-2011 Academic Year

ACTION: Approval

BACKGROUND

Saddleback College's Curriculum Committee and Academic Senate have reviewed and approved the Transfer degrees for the 2011/12 academic year.

STATUS

Saddleback College proposes two Transfer degrees and one Occupational Skills Award which are in Exhibit A. These are recommended by the Curriculum Committee and the Academic Senate of Saddleback College for the 2011-2012 Academic Year.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the proposed changes in curriculum and certificates/degrees as listed in Exhibit A.

CURRENT
**Psychology Associate
Degree Program**

The curriculum in the Psychology Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers, earning the associate degree may support attempts to gain entry-level employment or promotion.

Course ID	Title	Units
PSYC 1	Introduction to Psychology	3
PSYC 2*	Research Methods in Psychology	3
	Select from Restricted Electives	12
Total		18

Restricted Electives:

ANTH 1, 2; BIO 3A*, 11*, 12*, 20; CHEM 1A*; MATH 9*, 10*; PHIL 1*; PSYC 3*, 5, 7, 21, 30, 33, 37*; SOC 1.

*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Associate Degree

Associate in Arts Degree

Complete 18 units as described above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

REVISED
**Associate of Arts
Degree in Psychology for Transfer**

The curriculum in the Psychology Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers, earning the associate degree may support attempts to gain entry-level employment or promotion.

Course ID	Title	Units
-----------	-------	-------

Required Courses:

MATH 10*	Introduction to Statistics	3
PSYC 1	Introduction to Psychology	3
PSYC 2*	Research Methods in Psychology	3

Select one of the following courses (3-4 Units)

BIO 20	Introduction to Biology	4
BIO 30	Human Biology	3
PSYC 3	Biological Psychology	4

Select one of the following courses (3-4 Units)

PSYC 4	Introduction to Cognitive Psychology	3
PSYC 7	Developmental Psychology: Childhood through Adolescence	3

PSYC 30	Social Psychology	3
SOC 1	Introduction to Sociology	3
SOC 2	Social Problems	3
ENG 1A	Principles of Composition I	4
ENG 1B	Principles of Composition 2	3
PHIL 12	Introduction to Logic	3

Select one of the following courses or any course not selected above (3-4 Units)

PSYC 5	Psychological Aspects of Human Sexuality	3
PSYC 16	Introduction to Cross-Cultural Psychology	3
PSYC 21	The Psychology of Women	3
PSYC 33	Psychology of Adjustment	3
PSYC 37	Abnormal Behavior	3
PSYC 125	Psychology of Aging	3
ANTH 1	Biological Anthropology	3
ANTH 2	Cultural Anthropology	3
ANTH 3	Culture and Language	3
ECON 2	Principles (Macro)	3
ECON 4	Principles (Micro)	3
GEOG 1	Physical Geography	3
GEOG 2	Cultural Geography	3
GEOG 3	World Regional Geography	3
PHIL 1	Introduction to Philosophy	3
PHIL 15	Introduction to Ethics	3

Total **18-21**

*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Associate Degree

Associate in Arts Degree

Complete the units as described above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

Refer to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

CURRENT Sociology Associate Degree Program

The curriculum in the Sociology Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers, earning the Associate degree may support attempts to gain entry-level employment in social services or a promotion.

Course ID	Title	Units
ANTH 2	Cultural Anthropology	3
MATH 10*	Introduction to Statistics	3
SOC 1	Introduction to Sociology	3
SOC 2	Social Problems	3
SOC 30*/PSYC 30*	Social Psychology	3
	Select from Restricted Electives	3
Total		18

Restricted Electives:

SOC 10	Introduction to Marriage and the Family	3
SOC 15*	Child, Family, and Community	3
SOC 20	Ethnic Cultures of the United States	3
SOC 21	Women in Contemporary Society	3
SOC 25*	Social Stratification	3

*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Associate Degree

Associate in Arts Degree

Complete 18 units as described above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

RECOMMENDED ELECTIVES: CS 1A; GEOG 2; SOC 20/HIST 20, 81; SOC 10, 20, 25; PSYC 2.

REVISED Associate of Arts Degree in Sociology for Transfer

The curriculum in the Sociology Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers, earning the Associate degree may support attempts to gain entry-level employment in social services or a promotion.

Course ID	Title	Units
Required Courses:		
SOC 1	Introduction to Sociology	3
SOC 2	Social Problems	3
MATH 10*	Introduction to Statistics	3

Select two of the following courses (6 Units)

SOC 15	Socialization of the Child	3
SOC 20	Ethnic Cultures of the United States	3
SOC 21	Women in Contemporary Society	3
SOC 25	Social Stratification	3
SOC 30	Social Psychology	3

Select one of the following courses or any of the courses not selected above (3 Units)

ANTH 2	Cultural Anthropology	3
ECON 2	Principles of Economics (Macro)	3
ECON 4	Principles (Micro)	3
PHIL 12	Introduction to Logic	3
PS 1	American Government	3
PSYC 1	Introduction to Psychology	3
PSYC 2	Research Methods in Psychology	3
SOC 6	Introduction to Asian Cultures in the United States	3
SOC 10	Introduction to Marriage and the Family	3
SOC 125	Sociology of Aging	3
SOC 126	Death and Dying	3
SOC 180	Introduction to Gerontology	3
Total		18

*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Associate Degree

Associate in Arts Degree

Complete the units as described above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

Refer to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

NEW

**Scenic Art and Painting
 Occupational Skills Award**

The Entertainment and Theatre technology, Scenic Artist and Painting Occupational Skills Award is designed to prepare the student for employment as a Scenic Artist and Painter in the entertainment industry; including theatre, theme parks, television, movies, corporate events, trade shows, sporting events, faith-based events, and all other forms of live entertainment. The program is designed to develop a solid foundation of skills so students can work closely with Designers, Art Directors and other professionals in the various areas that make up the Entertainment Industry as well as other industries that utilize the skills of a scenic artist. Students are required to participate as paint crew on the Department of Theatre Arts productions as well as other field work.

<i>Course ID</i>	<i>Title</i>	<i>Units</i>
First Semester		
ETT 142	Theatre Production	1
ETT 144	Theatre Scenery Painting	2
ETT 601	Advanced Scenery Painting	3
Second Semester		
ETT 602	Styles of Paint for the Entertainment Industry	3
ETT 142	Theatre Production	1
CWE 180	Cooperative Work Experience:ETT	2
	Total	13

Certificates and Degrees

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Saddleback College: Student Out-of-State Travel – Middleton, Wisconsin

ACTION: Approval

BACKGROUND

The Saddleback College Roller Hockey Club was chartered by the Inter-Club Council in 2008. Since then at least one of the club's four teams have placed in each of the National Championships which they have attended. The students in the club are extremely dedicated and each year pay entirely out-of-pocket the cost of competing in regional and national roller hockey competitions. This year, the club's B Gold team has qualified to compete at the 2011 National Championships.

STATUS

Up to 13 students from the club's B Gold team and one volunteer adviser, previously approved by the Board, are planning to attend the National Collegiate Roller Hockey Association National Championships in Middleton, Wisconsin. Dates of the Championship including travel are April 5, 2011 through April 11, 2011. Funds for the championship will be paid by the students and advisor. There is no impact to the general fund.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the out-of-state travel request for up to 13 students and volunteer advisor to attend the National Collegiate Roller Hockey Association National Championships in Middleton, Wisconsin, April 5, 2011 through April 11, 2011.

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

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: Irvine Valley College: Naming of Outdoor Laboratory Space/Garden
ACTION: Approval

BACKGROUND

According to Board Policy 1500 it is within the legal purview of the Board of Trustees to name campus buildings and other facilities based upon information provided by the Chancellor, following an appropriate nomination and review process.

STATUS

The Environmental Sustainability Task Force at IVC has recommended that the entire campus including outdoor space become an environment that supports courses in Botany, Ecology, Geology, Geography, Environmental Sciences and Alternative Energy. As a first step, the School of Life Sciences is seeking approval to name the outdoor laboratory space/garden, located south of the PE 100 building, the Biology, Ecology and Environmental Studies (BEES) Garden in recognition of its intended use as a demonstration and teaching garden featuring native California habitats.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve naming the outdoor laboratory space/garden the Biology, Ecology and Environmental Studies (BEES) Garden.

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Irvine Valley College: Curriculum Revisions for the 2011-12 Academic Year

ACTION: Approval

BACKGROUND

Irvine Valley College's Curriculum Committee and Academic Senate review and approve curriculum on a regular basis. Subsequently, the curriculum is recommended to the college president or designee for approval. At the February 28, 2011 Board meeting, for example, the Board of Trustees approved six new transfer degrees that fulfill the requirements of SB 1440, the Student Transfer Achievement Reform Act. Irvine Valley College thus became one of the first community colleges in the state to create new transfer degrees for students transferring from Irvine Valley College to the California State University. This opportunity for students is made possible in part by the ongoing review of curriculum by the college and subsequent review and approval by the Board on a regular basis.

STATUS

Irvine Valley College proposes additions, revisions, and deletions to the curriculum of the College. Exhibit A includes new, revised, and deleted courses, and programs that are recommended by the Curriculum Committee and includes collegial consultation with the Academic Senate of Irvine Valley College for the 2011-12 academic year pursuant to Title 5, Section 53200 et seq.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the proposed changes in curriculum for the 2011-12 academic year at Irvine Valley College.

SCHOOL	CRSD ID	CATID	TITLE	KEY CODE	ACTION TAKEN
				assign=assignments	
				catid=catalog id number	
				c/l w/+ cross-listed with (and list the other crs id)	
				ce=contract education course	
				co=corequisite	
				crs id=course id, please list new crs id if being changed, eg crs id to BLAH 12	
				dc=delete course	
				desc=description	
				dv=delete version of course	
				hrs=hours	
				lim=limitation	
				lmg obj=learning objectives	
				moe=methods of eval	
				nc=new course	
				nv=new version of existing course	
				prereq=prerequisite	
				rec=recommended prep	
				rpt=repeatability	
				sam = sam code	
				sr=scheduled review is for courses that are scheduled for review and there are no revisions	
				ti=title	
				top = TOP Code	
				tps=topics	
				txt=text-required for all courses numbered 1-299	
				un=units	
				val=validation	
Business Science	ACCT 209	14174.00	Internal Controls Under Sarbanes-Oxley	nc	
Business Science	MGT 261	14175.00	Entrepreneurship: Product and Team Operations	nc	
Business Science	MGT 262	14176.00	Legal Aspects of Entrepreneurship	nc	
Business Science	MGT 263	14177.00	Entrepreneurship: Financial Tools	nc	
Business Science	MGT 264	14178.00	Entrepreneurship: The Business Plan	nc	
Fine Arts	ARTH 211	14206.00	Collections Management I: Acquisitions, Records and Research	nc	
Fine Arts	DMA 52	9169.15	Intermediate Digital Photography	crsid, ti	
Fine Arts	DNCE 165	14208.00	Choreographic Projects	nc	
Health, PE, Athletics	HLTH 107	14209.00	Survey and Assessment of Fitness Survey	nc	
Health, PE, Athletics	HLTH 131	14210.00	Simple Strategies for Successful Weight Management	nc	
Health, PE, Athletics	NUT 1	2891.00	Principles of Nutrition	assign, txt	
Health, PE, Athletics	PE 3	9134.10	Life Fitness Center Laboratory	dc	
Health, PE, Athletics	PE 3	9134.20	Life Fitness Center Laboratory	dc	
Health, PE, Athletics	PE 3	9134.30	Life Fitness Center Laboratory	dc	
Health, PE, Athletics	PE 3	9134.00	Life Fitness Center Laboratory	dc	
Health, PE, Athletics	PE 107	10828.00	Survey and Assessment of Fitness Survey	dc	
Health, PE, Athletics	PE 131	10424.00	Simple Strategies for Successful Weight Management	dc	
Humanities	WR 2	6567.00	College Writing 2: Critical Thinking/Writing	tps, lmg obj, moe, assign, txt	
Humanities	WR 201	6569.00	Introduction to College Writing	prereq	
Humanities	WR 301	9711.00	Introduction to Basic Writing	prereq	
Library Sciences	LIB 10	14211.00	Introduction to Library Research	nc	
Library Sciences	LIB 111	14212.00	Introduction to Electronic Databases	nc	
Library Sciences	LIB 112	14213.00	Information Competency: Internet Searching	nc	
Life Sciences	BIO 6L	996.00	Cellular Biology Laboratory	desc, tps, lmg obj, moe, assign, txt	
Life Sciences	BIO 12	1010.10	Human Physiology	tps, lmg obj, assign, txt	

SCHOOL	CRSD ID	CATID	TITLE	ACTION TAKEN
			KEY CODE	assign=assignments
				catid=catalog id number
				c/l w/+ cross-listed with (and list the other crs id)
				ce=contract education course
				co=corequisite
				crs id=course id, please list new crs id if being changed, eg crs id to BLAH 12
				dc=delete course
				desc=description
				dv=delete version of course
				hrs=hours
				lim=limitation
				lmg obj=learning objectives
				moe=methods of eval
				nc=new course
				nv=new version of existing course
				prereq=prerequisite
				rec=recommended prep
				rpt=repeatability
				sam = sam code
				sr=scheduled review is for courses that are scheduled for review and there are no revisions
				ti=title
				top = TOP Code
				tps=topics
				txt=text-required for all courses numbered 1-299
				un=units
				val=validation
Life Sciences	BIO 12D	3283.00	Human Physiology: Discussion	lmg obj, moe, assign, txt
Life Sciences	BIO 32		Microbes and You: Allies and Enemies	nc
Life Sciences	BIO 97L		Genetics and Evolutionary Biology Laboratory	nc
Life Sciences	BIO 99L	10509.00	Molecular Biology Laboratory	desc, tps, moe, assign, txt
Life Sciences	ENV 180	14216.00	Introduction to Resource Management and Zero Waste	nc
Life Sciences	ENV 185	14217.00	Strategies for Promoting Zero Waste	nc
Life Sciences	ENV 190	14218.00	Resource Management and Zero Waste for Communities	nc
Life Sciences	ENV 195	14219.00	Resource Management and Zero Waste in Business	nc
Math, CS, Engr	ENGT 140	14220.00	Materials and Processes	nc
Math, CS, Engr	MATH 320	14221.00	Beginning Technical Mathematics	nc
Math, CS, Engr	MATH 321	14223.00	Technical Math	nc
Physical Sciences	ELEC 200	14225.00	OSHA Standards for Construction Safety	nc
Physical Sciences	ELEC 202	14226.00	National Electrical Code - Residential	nc
Social Sciences	PSYC 13	10742.00	Psychology of Reasoning and Problem Solving	crsid, desc, tps, moe, assign, txt
Social Sciences	PSYC 37	5910.00	Abnormal Behavior	moe, assign, txt
Social Sciences	PSYC 160	9371.50	Psychology as a Major and a Profession	moe, assign, txt
Social Sciences	SOC 10	6120.00	Introduction to Marriage and Family	tps, moe, assign, txt
Social Sciences	SOC 19	9268.00	The Sociology of Sex and Gender	moe, assign, txt
Social Sciences	SOC 20	3600.00	Ethnic and Minority Group Relations	desc, tps, lmg obj, moe, assign, txt

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF FINE ARTS

ART
Associate in Arts

Complete the following courses:

ART 40	2-D Design and Color	3
ART 41	Three-Dimensional Design	3
ART 50	Beginning Oil Painting	3
ART 80	Drawing Fundamentals	3
ART 85	Life Drawing I	3

Complete a total of 6 units from the following courses:

ART 4	Introduction to Art Theory	3
ART 25	Art History Survey I: Western	3
ART 26	Art History Survey II: Western	3
ART 27	Art History Survey III: Non-Western	3

Complete an additional 6 units from the following areas. Courses chosen from within these areas must not have been counted in the courses above:

ART 4	Introduction to Art Theory	3
ART 20, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31	Art History courses	3
ART 80, 81, 82, 85, 86, 186, 195	Drawing courses	3
ART 50, 51, 52, 253	Painting courses	3
	Total Units:	27

Recommended electives: FA 27; MUS 20; TA 20, 21, 26; and any course in photography

ART
Associate in Arts

Complete the following courses:

ART 40	2-D Design and Color	3
ART 41	Three-Dimensional Design	3
ART 50	Beginning Oil Painting	3
ART 80	Drawing Fundamentals	3
ART 85	Life Drawing I	3

Complete a total of 6 units from the following courses:

ARTH 4	Introduction to Art Theory	3
ARTH 25	Art History Survey I: Western	3
ARTH 26	Art History Survey II: Western	3
ARTH 27	Art History Survey III: Non-Western	3

Complete an additional 6 units from the following areas. Courses chosen from within these areas must not have been counted in the courses above:

ARTH 4	Introduction to Art Theory	3
ARTH 20, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31	Art History courses	3
ART 80, 81, 82, 85, 86, 186, 195	Drawing courses	3
ART 50, 51, 52, 253	Painting courses	3
ART 191	Portfolio Development	3
	Total Units:	27

Recommended electives: FA 27; MUS 20; TA 20, 21, 26; and any course in photography

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF FINE ARTS

ART HISTORY
Associate in Arts

Complete all of the following core courses:

ART 4	Introduction to Art Theory	3
ART 25	Art History Survey I: Western	3
ART 26	Art History Survey II: Western	3
ART 27	Art History Survey III: Non-Western	3
ART 104	Introduction to Art Media	3

Complete a total of 9 units from the following courses:

ART 1	History of Photography	3
ART 22	Survey of Asian Art	3
ART 23	African and Oceanic Art	3
ART 24	Ancient Art	3
ART 28	Contemporary Art History	3
ART 29	19 th and Early 20 th Century Art 3	3
ART 30	Renaissance and Baroque Art	3
ART 31	Medieval Art	3
ART 133	American Art	3
ART 150	History of Graphic Design	3
	Total Units	24

Recommended electives: HUM 1, 21, 22, 50, 70, 71; WR 2

ART HISTORY
Associate in Arts

Complete all of the following core courses:

ARTH 4	Introduction to Art Theory	3
ARTH 25	Art History Survey I: Western	3
ARTH 26	Art History Survey II: Western	3
ARTH 27	Art History Survey III: Non-Western	3
ARTH 104	Introduction to Art Media	3

Complete a total of 9 units from the following courses:

ARTH 1	History of Photography	3
ARTH 22	Survey of Asian Art	3
ARTH 23	African and Oceanic Art	3
ARTH 24	Ancient Art	3
ARTH 28	Contemporary Art History	3
ARTH 29	19 th and Early 20 th Century Art 3	3
ARTH 30	Renaissance and Baroque Art	3
ARTH 31	Medieval Art	3
ARTH 133	American Art	3
ARTH 150	History of Graphic Design	3
	Total Units	24

Recommended electives: ARTH 110, 211; HUM 1, 21, 22, 50, 70, 71; WR 2

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF FINE ARTS

COMMERCIAL DANCE Certificate of Achievement			COMMERCIAL DANCE Certificate of Achievement		
<i>Complete the following courses (4-5 units):</i>			<i>Complete the following courses (8 units):</i>		
DNCE 18, 18A/18B	Jazz Dance II	2	DNCE 18	Jazz Dance II	2
DNCE 23	Tap Dance II	1	DNCE 23	Tap Dance II	1
DNCE 50 (or 50A/B)	Conditioning: Stretch/Strengthen, Align and Correct	2	DNCE 50	Conditioning: Stretch/Strengthen, Align and Correct	2
DNCE 55	Choreography I	3	DNCE 55	Choreography I	3
DNCE 170	IVC Performing Dance Ensemble	2			
ADDITIONAL COURSES (14 units minimum)			<i>Complete a minimum of 5 units from the following courses:</i>		
DNCE 51 (or 51A/B)	Pilates	2	DNCE 51	Pilates	2
DNCE 142	Dance Movement Technique and Analysis: Floor Barre	2	DNCE 142	Dance Movement Technique and Analysis: Floor Barre	2
DNCE 253	GYROKINESIS	.5-OR 1	DNCE 253	GYROKINESIS	1
<i>Complete a minimum of 4 units from the following courses:</i>			<i>Complete a minimum of 4 units from the following courses:</i>		
DNCE 7, 7A, 7B	Ballet II	1-or-2	DNCE 7	Ballet II	2
DNCE 13, 13A, 13B	Modern Dance II	2	DNCE 13	Modern Dance II	2
<i>Complete a minimum of 1 unit from the following courses:</i>			<i>Complete a minimum of 1 unit from the following courses:</i>		
DNCE 27	Hip Hop/Commercial Dance	1	DNCE 27	Hip Hop/Commercial Dance	1
DNCE 36	Ballroom Styles of the 19 th and 20 th Century	1	DNCE 36	Ballroom Styles of the 19 th and 20 th Century	1
<i>Complete a minimum of 2 units from the following courses:</i>			<i>Complete a minimum of 2 units from the following courses:</i>		
DNCE 30	African Dance I	1	DNCE 30	African Dance I	1
DNCE 33	Middle Eastern Dance I	1	DNCE 33	Middle Eastern Dance I	1
DNCE 34	Middle Eastern Dance II	1	DNCE 34	Middle Eastern Dance II	1
<i>Complete a minimum of 1-3 units from the following courses:</i>			<i>Complete 3-4 units with a maximum of 1 unit in Dnce 65:</i>		
DNCE 65	Rehearsal and Performance	.5, 1, 1.5 or 2	DNCE 65	Dance Rehearsal and Performance	.5, 1, 1.5, 2
DNCE 170	IVC Performing Dance Ensemble	2	DNCE 170	IVC Performing Dance Ensemble	2
<i>Complete a minimum of 2-3 units from the following courses:</i>			<i>Complete a minimum of 2-3 units from the following courses:</i>		
MUS 80	Voice I	2	MUS 80	Voice I	2
MUS 81	Voice II	2	MUS 81	Voice II	2
MUS 82	Voice III	2	MUS 82	Voice III	2
TA 1	Acting I	3	TA 1	Acting I	3
	Total Units	29		Total Units	25-27

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF FINE ARTS

DANCE
Associate in Arts

Complete the following courses:

DNCE 50 (or 50A/B)	Conditioning: Stretch/Strengthen, Align and Correct	2
DNCE 55	Choreography I	3
DNCE 77	Dance History: Twentieth Century	3
DNCE 85	Music for Dance	3

Complete a minimum of 2 units from the following course:

DNCE 65	Rehearsal and Performance	5, 1, 1.5 or 2
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Complete a minimum of 4 units total with at least 2 units in Dance 7:

DNCE 6, 6A, 6B	Ballet I	1 or 2
DNCE 7, 7a, 7B	Ballet II	1 or 2

Complete a minimum of 4 units total with at least 2 units in Dance 13:

DNCE 12, 12A, 12B	Modern Dance I	1 or 2
DNCE 13, 13A, 13B	Modern Dance II	1 or 2

Complete a minimum of 2 units from the following:

DNCE 17, 17A, 17B	Jazz Dance I	1 or 2
DNCE 18, 18A, 18B	Jazz Dance II	1 or 2

Complete a minimum of 2 units from the following dance technique courses:

DNCE 22	Tap Dance I	1
DNCE 23	Tap Dance II	1
DNCE 30	African Dance I	1
DNCE 36	Ballroom Styles of the 19 th and 20 th Century	1

Total Units, minimum required: 25

DANCE
Associate in Arts

Complete the following courses (15 units)

DNCE 50	Conditioning: Stretch/Strengthen, Align and Correct	2
DNCE 55	Choreography I	3
DNCE 65	Dance Rehearsal and Performance	4
DNCE 77	Dance History: Twentieth Century	3
DNCE 85	Music for Dance	3

Complete a minimum of 6 units total with at least 4 units in Dance 7

DNCE 6	Ballet I	2
DNCE 7	Ballet II	2

Complete a minimum of 6 units total with at least 4 units in Dance 13

DNCE 12	Modern Dance I	2
DNCE 13	Modern Dance II	2

Complete a minimum of 4 units total with at least 2 units in Dance 18

DNCE 17	Jazz Dance I	2
DNCE 18	Jazz Dance II	2

Complete a minimum of 1 unit from the following dance technique courses

DNCE 22	Tap Dance I	1
DNCE 23	Tap Dance II	1
DNCE 36	Ballroom Styles of the 19 th and 20 th Century	1

Complete a minimum of 1 unit from the following dance technique courses

DNCE 27	Hip Hop/Commercial Dance	1
DNCE 30	African Dance I	1
DNCE 33	Middle Eastern Dance I	1
DNCE 34	Middle Eastern Dance II	1

Complete a minimum of 1 unit from the following dance technique courses

DNCE 142	Floor Barre	2
DNCE 253	GYROKINESIS	1

Total Units, minimum required: 34

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF FINE ARTS

DANCE TECHNIQUE
Certificate of Proficiency

Complete the following courses:

DNCE 50 (Or 50A/B)	Conditioning: Stretch/Strengthen, Align and Correct	2
DNCE 55	Choreography I	3

Complete ONE of the following courses:

DNCE 77	Dance History: Twentieth Century	3
DNCE 85	Music for Dance	3

Complete a minimum of 2 units from the following courses:

DNCE 65	Rehearsal and Performance	.5, 1, 1.5 or 2
DNCE 170	IVC Performing Dance Ensemble	2

Complete a minimum of 4 units from the following courses:

DNCE 7, 7A, 7B	Ballet II	2
DNCE 13, 13A, 13B	Modern Dance II	2
DNCE 18, 18A, 18B	Jazz Dance II	2
DNCE 23	Tap Dance II	1

Complete a minimum of 1 unit from the following courses:

DNCE 27	Hip Hop/Commercial Dance	1
DNCE 30	African Dance I	1
DNCE 33	Middle Eastern Dance I	1
DNCE 34	Middle Eastern Dance II	1
DNCE 36	Ballroom Styles of the 19 th and 20 th Century	1

Complete 2 units from the following courses:

DNCE 51 (or 51A/B)	Pilates	2
DNCE 142	Dance Movement Technique and Analysis: Floor Barre	2
DNCE 253	GYROKINESIS	.5-OR-1

Total Units: 17

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF FINE ARTS

DIGITAL MEDIA ART
Associate in Arts
Certificate of Achievement

Complete the following courses:

DMA 51	Digital Photography	3
DMA 55	Graphic Design I	3
DMA 65	Typography	3
DMA 140	Digital 2D Design and Color Theory	3
DMA 160	Graphic Design II	3
DMA 175	Corporate Identity: Trademarks and Logos	3

Complete a total of 6 units from the following courses:

DMA 70	Digital Video Production	3
DMA 120	Motion Graphics Animation	3
DMA 130	3D Animation	3
DMA 150	History of Graphic Design	3
DMA 170	Publication Design and Prepress	3
DMA 180	Visual Design for the Web	3
DMA 252	Intermediate Digital Imaging	3
	Total Units:	24

DIGITAL MEDIA ART
Associate in Arts
Certificate of Achievement

Complete the following courses:

DMA 51	Digital Photography	3
DMA 55	Graphic Design I	3
DMA 65	Typography	3
DMA 140	Digital 2D Design and Color Theory	3
DMA 160	Graphic Design II	3
DMA 175	Corporate Identity: Trademarks and Logos	3

Complete a total of 6 units from the following courses:

DMA 52	Intermediate Digital Photography	3
DMA 70	Digital Video Production	3
DMA 120	Motion Graphics Animation	3
DMA 130	3D Animation	3
DMA 150	History of Graphic Design	3
DMA 170	Publication Design and Prepress	3
DMA 180	Visual Design for the Web	3
DMA 195:	Illustration	3
	Total Units:	24

Recommended electives: ART 191

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF FINE ARTS

DIGITAL PHOTOGRAPHY
Certificate of Proficiency

Complete the following courses:

CIM 221.1	Photoshop I	2
CIM 221.2	Photoshop II	2
DMA 49	Introduction to Cameras	3
DMA 51	Digital Photography	3
Total Units		10

Recommended electives: ART 1, CIM 225.1, ~~DMA 252~~

DIGITAL PHOTOGRAPHY
Certificate of Proficiency

Complete the following courses:

CIM 221.1	Photoshop I	2
CIM 221.2	Photoshop II	2
DMA 51	Digital Photography	3
DMA 52	Intermediate Digital Photography	3
Total Units		10

Recommended electives: ART 1, CIM 225.1

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF FINE ARTS

EMPHASIS IN FINE ARTS:
APPLIED ARTS AND PERFORMANCE
Associate in Arts

The intent of this degree is to prepare students for higher education in the applied and performing arts or for careers as artists or performers.

This degree emphasizes the working methods, performance practice, and contributions of visual and performing artists in various historical and cultural contexts. Students develop the skills needed to contemplate, interpret, create, perform, respond aesthetically, and work collaboratively. As students receive training in a minimum of three applied and performance arts areas, they learn to relate and apply common and diverse ideas in an interdisciplinary arts environment, in addition to focusing on their specific area of emphasis.

Complete a minimum of 18 units from the following courses, with at least one course taken in three different disciplines:

DANCE: DNCE 1, 6, 7, 12, 13, 17, 18, 22, 23, 30, 33
DIGITAL MEDIA ARTS AND PHOTOGRAPHY: DMA/PHOT 51,
DMA 55, 140; PHOT 54, 55, 56
MUSIC: MUS 39, 40, 42, 46, 54, 55, 56, 70, 80, 81, 82, 83, 84, 85
SPEECH: SP 1, SP/5A 30, SP 106A/B/C
STUDIO ART: ART 40, 41, 50, 51, 52, 80, 81, 82, 85, 86, 144
THEATRE ARTS: TA 15, 16, 17, 18, 19, 40B, 43, 142

EMPHASIS IN FINE ARTS:
APPLIED ARTS AND PERFORMANCE
Associate in Arts

~~The intent of this degree is to prepare students for higher education in the applied and performing arts or for careers as artists or performers.~~

~~This degree emphasizes the working methods, performance practice, and contributions of visual and performing artists in various historical and cultural contexts. Students develop the skills needed to contemplate, interpret, create, perform, respond aesthetically, and work collaboratively. As students receive training in a minimum of three applied and performance arts areas, they learn to relate and apply common and diverse ideas in an interdisciplinary arts environment, in addition to focusing on their specific area of emphasis.~~

~~Complete a minimum of 18 units from the following courses, with at least one course taken in three different disciplines:~~

~~DANCE: DNCE 1, 6, 7, 12, 13, 17, 18, 22, 23, 30, 33
DIGITAL MEDIA ARTS AND PHOTOGRAPHY: DMA/PHOT 51,
DMA 55, 140; PHOT 54, 55, 56
MUSIC: MUS 39, 40, 42, 46, 54, 55, 56, 70, 80, 81, 82, 83, 84, 85
SPEECH: SP 1, SP/5A 30, SP 106A/B/C
STUDIO ART: ART 40, 41, 50, 51, 52, 80, 81, 82, 85, 86, 144
THEATRE ARTS: TA 15, 16, 17, 18, 19, 40B, 43, 142~~

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF FINE ARTS

EMPHASIS IN FINE ARTS:
~~APPRECIATION, HISTORY AND THEORY~~
Associate in Arts

~~The intent of this degree is to prepare students for higher education in the history, theory, and appreciation of the arts and/or for one of many careers in the arts—e.g., art educator, curator, critic, researcher, historian, preservationist, or other art-related profession.~~

~~This degree emphasizes cross-disciplinary, theoretical study and an appreciation of the arts from a critical and principally non-performing point of view. Students develop an appreciation for aesthetic meaning and significance, and for the contexts—cultural, economic, historical, political, and religious—in which art has been created and viewed over time.~~

~~Complete a minimum of 18 units from the following courses, with at least one course taken in three different disciplines:~~

- ~~ART: ART 4, 20, 24, 25, 26, 27, 28, 30~~
- ~~DANCE: DNCE 77, 85~~
- ~~PHOTOGRAPHY: PHOT 1/ART 1~~
- ~~FINE ARTS: FA 27~~
- ~~MUSIC: MUS 1, 3, 20, 21, 27, 28~~
- ~~THEATRE ARTS: TA 20, 21, 25, 26~~

EMPHASIS IN FINE ARTS APPRECIATION
Associate in Arts

The intent of this degree is to prepare students for careers and/or higher education in the appreciation of the fine arts, generally, or in specific disciplines within this broad designation.

This degree emphasizes the methods and values used in the study of aesthetic works and creative endeavors. Students develop the necessary critical skills to contemplate, interpret, theorize, create, and perform effectively. Students develop a contextual appreciation for aesthetic meaning and significance, collaborative expression, theoretical study and cross-disciplinary investigation.

Complete a minimum of 18 units from the following courses, with at least one course taken in three different disciplines:

APPLICATION AND PERFORMANCE COURSES:

- Camera Arts: DMA 51, 55, 120, 130, 140, 195; PHOT 51, 54, 55, 56
- Dance: DNCE 1 (1A/1B), 6 (6A/6B), 7 (7A/7B), 12 (12A/12B), 13 (13A/13B), 17 (17A/17B), 18 (18A/18B), 22, 23, 27, 30, 33, 34, 50, 65, 142, 170
- Music: MUS 37, 39, 40, 42, 46, 54, 55, 56, 57, 80, 81, 82, 85
- Speech: SP 1, SP/TA 30, SP 106A/B/C
- Studio Arts: ART 40, 41, 50, 51, 52, 80, 81, 82, 85, 86, 186, 195
- Theatre Arts: TA 15 (15A/15B), 16 (16A/16B), 17 (17A/17B), 18 (18A/18B), 19 (19A/19B), 40B, 43, 142

HISTORY AND THEORY COURSES:

- Art History: ARTH 1, 4, 20, 22, 23, 24, 25, 26, 27, 28, 29, 30, 104, 110, 133, 150, 211
- Dance: DNCE 55, 77, 85
- Music: MUS 1, 3, 20, 21, 27, 28
- Theatre Arts: TA 20, 21, 25, 26

For more information on program degrees in the School of Fine Arts refer to pages xxx in the catalog.

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF FINE ARTS

SCHOOL OF FINE ARTS
MUSIC
Associate in Arts

Music majors must complete at least two semesters (4 units) from Piano I, II, III, or IV at any time during their four semesters of study.

Music majors whose concentration is in keyboard must complete at least two semesters (4 units) of Piano IV at any time during their four semesters of study.

Complete 4 units from the following courses (see note above):

MUS 54	Piano I	2
MUS 55	Piano II	2
MUS 56	Piano III	2
MUS 57	Piano IV	2

Complete the following courses:

First Semester

MUS 3	Harmony I	5
MUS 34, 37, 39, 40, 41, 42, 43, 46, 47 or 460	Performance Ensembles	2
MUS 50, 51 or 52	Applied Music	0.5
MUS 53	Concert Music	0.5

Second Semester

MUS 4	Harmony II	5
MUS 34, 37, 39, 40, 41, 42, 43, 46, 47 or 460	Performance Ensembles	2
MUS 50, 51 or 52	Applied Music	0.5
MUS 53	Concert Music	0.5

Third Semester

MUS 5	Harmony III	5
MUS 34, 37, 39, 40, 41, 42, 43, 46, 47 or 460	Performance Ensembles	2
MUS 50, 51 or 52	Applied Music	0.5
MUS 53	Concert Music	0.5

Fourth Semester

MUS 6	Harmony IV	5
MUS 34, 37, 39, 40, 41, 42, 43, 46, 47 or 460	Performance Ensembles	2
MUS 50, 51 or 52	Applied Music	0.5
MUS 53	Concert Music	0.5

Total units 36

SCHOOL OF FINE ARTS
MUSIC
Associate in Arts

Music majors must complete at least two semesters (4 units) from Piano I, II, III, or IV at any time during their four semesters of study.

Music majors whose concentration is in keyboard must complete at least two semesters (4 units) of Piano IV at any time during their four semesters of study.

Complete 4 units from the following courses (see note above):

MUS 54	Piano I	2
MUS 55	Piano II	2
MUS 56	Piano III	2
MUS 57	Piano IV	2

Complete the following courses:

First Semester

MUS 3	Harmony I	5
MUS 34, 37, 39, 40, 41, 42, 43, 46, 47 or 60	Performance Ensembles	2
MUS 50, 51 or 52	Applied Music	0.5
MUS 53	Concert Music	0.5

Second Semester

MUS 4	Harmony II	5
MUS 34, 37, 39, 40, 41, 42, 43, 46, 47 or 60	Performance Ensembles	2
MUS 50, 51 or 52	Applied Music	0.5
MUS 53	Concert Music	0.5

Third Semester

MUS 5	Harmony III	5
MUS 34, 37, 39, 40, 41, 42, 43, 46, 47 or 60	Performance Ensembles	2
MUS 50, 51 or 52	Applied Music	0.5
MUS 53	Concert Music	0.5

Fourth Semester

MUS 6	Harmony IV	5
MUS 34, 37, 39, 40, 41, 42, 43, 46, 47 or 60	Performance Ensembles	2
MUS 50, 51 or 52	Applied Music	0.5
MUS 53	Concert Music	0.5

Total units 36

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF FINE ARTS

PHOTOGRAPHY
Associate in Arts

Complete the following courses:

PHOT 1	History of Photography	3
PHOT 54	Beginning Photography	3
PHOT 55	Intermediate Photography	3
PHOT 56	Art Photography	3

Complete a minimum of 9 units from the following courses:

PHOT 51	Digital Photography	3
PHOT 55	Intermediate Photography (additional units)	3
PHOT 56	Art Photography (additional units)	3
PHOT 190	Special Problems in Photography	3
PHOT 245-1	Digital Sound and Video	3-5
Total Units:		21

Recommended electives: Any of the photography courses listed above that have not been selected in fulfillment of the major; ART 40; courses in art and art history

PHOTOGRAPHY
Associate in Arts

Complete the following courses:

PHOT 1	History of Photography	3
PHOT 54	Beginning Photography	3
PHOT 55	Intermediate Photography	3
PHOT 56	Advanced Photography	3

Complete a minimum of 9 units from the following courses:

PHOT 51	Digital Photography	3
PHOT 55	Intermediate Photography (additional units)	3
PHOT 56	Advanced Photography (additional units)	3
PHOT 191	Portfolio Development	3
DMA 52	Intermediate Digital Photography	3
Total Units:		21

Recommended electives: Any of the photography courses listed above that have not been selected in fulfillment of the major; ART 40; courses in art and art history

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES
SCHOOL OF HEALTH SCIENCES, KINESIOLOGY AND ATHLETICS

FITNESS SPECIALIST
Certificate of Achievement

Complete the following courses:	Units
PE 201 Applied Kinesiology	2
PE 202 Applied Exercise Physiology	2
PE 203 Techniques of Instructing Aerobic Exercise	2
PE 204 Exercise for Special Populations	2
PE 205 Nutrition for Fitness and Sport	2
PE 206 First Aid and Injury Prevention	1.5
PE 207 Exercise Testing	3
PE 209 Instructional Techniques of Strength Training	2
PE 210 Marketing Techniques for the Fitness Specialist	1
PE 215 Fitness Specialist Internship A	2
Total Units	20.5

FITNESS PROFESSIONAL
Certificate of Achievement

Complete the following courses:	Units
KNES 103 Movement Anatomy	3
KNES 104 Exercise Physiology	3
KNES 105 Principles of Strength and Conditioning	3
KNES 106 Exercise Testing and Prescription	3
CWE 168: Cooperative Work Experience: Kinesiology	3
NUT 1 Principles of Nutrition	3
Total Units	18

Recommended Electives: KNES 85, 86, 100, 101, 102

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES
SCHOOL OF HEALTH SCIENCES, KINESIOLOGY AND ATHLETICS

PHYSICAL EDUCATION Associate in Arts	RECREATION AND LEISURE STUDIES Associate in Arts	Units
<i>Complete at least one of the following courses:</i>		
HLTH 1 — Health Education		3
NUT 1 — Principles of Nutrition		3
PE 101 — Introduction to Sport Psychology		3
<i>Complete at least one of the following courses:</i>		
HLTH 2 — First Aid: Responding to Emergencies		3
KNES 85 — Prevention and Treatment of Athletic Injuries		3
<i>Complete a minimum of two of the following fitness courses:</i>		
PE 3 — Life Fitness Center		0.5-2
PE 4, 5, 6, 8, 9, 10 (Strength training, conditioning, Aerobics)		0.5-2
DNCE 50, 50A, 50B (Conditioning, Stretch/Strength, Align and Correct)		1-2
DNCE 51, 51A, 51B (Pilates)		1-2
<i>Complete a minimum of four different Experiential courses:</i>		
PE 11, 11A, 11B, 12, 12A, 12B, 20, 22, 23, 25, 25A, 25B, 26, 26A, 26B, 32 (Individual sports)		0.5-1
PE 71, 73, 76, 77, 78, 79 (Team sports)		0.5-1
PE 91, 91A, 91B, 94, 96, 97 (Combative skills, fitness, body movement)		0.5-1
IA 1, 2, 3, 6, 7, 9, 10, 12, 13, 15, 18, 19, 20 (Intercollegiate athletics)		2
DNCE 1, 1A, 1B, 6A, 6B, 7, 7A, 7B, 12, 12A, 12B, 13, 13A, 13B, 17, 17A, 17B, 18, 18B, 18B, 22, 23, 30, 33, 34, 36, 50, 51 (Dance)		2
AND EITHER		
BIO 11 — Human Anatomy		4
BIO 12 — Human Physiology		3
OR		
<i>Health and wellness, recreation or leisure studies majors—</i>		
<i>Complete at least one of the following course:</i>		
PE 107 — Survey and Assessment of Fitness		1.5
PE 131 — Simple Strategies for Successful Weight Management		1.5
AND		
<i>Complete the following course:</i>		
SP 1 — Communication Fundamentals		3
TOTAL UNITS MUST BE AT LEAST		18
<i>Recommended electives: PE 86, 201, 202</i>		
<i>Core Courses (13 – 15 units):</i>		
KNES 102 — Introduction to Physical Education, Fitness and Sport		2
KNES 85 — Prevention and Treatment Of Athletic Injuries		3
<i>Choose at least one course from the following:</i>		
HLTH 1 — Health Education		3
Or		
HLTH 2 — First Aid: Responding to Emergencies		3
Or		
HLTH 103 — Women's Health Issues		3
Or		
NUT 1 — Principles of Nutrition		3
<i>Choose at least one course from the following:</i>		
KNES 86 — Theory of Coaching		3
Or		
KNES 101 — Introduction to Sport Psychology		3
<i>Choose at least one course from the following:</i>		
KNES 100 — Introduction to Therapy and Rehabilitation		3
Or		
HLTH 107 — Survey and Assessment of Fitness		1
Or		
HLTH 131 — Simple Strategies for Successful Weight Management		1.5
Complete an additional 6 units from the following courses:		
KNES 103, 104, 105, 106 or CWE 168 (Professional Development)		up to 3
KNES 3, 4, 5, 6 (Fitness and Weight Training)		up to 2
KNES 11, 11A, 11B, 12, 12A, 12B, 20, 22, 23, 25, 25A, 25B, 26, 26A, 32 (Individual Sports)		up to 2
KNES 71, 73, 76, 77, 78, 79 (Team Sports)		up to 2
IA 1, 2, 3, 6, 7, 9, 10, 12, 13, 15, 18, 19, 20 (Intercollegiate Athletics)		up to 2
DNCE 1, 1A, 1B, 6A, 6B, 7, 7A, 7B, 12, 12A, 12B, 13, 13A, 13B, 17, 17A, 17B, 18, 18B, 18B, 22, 23, 30, 33, 34, 36, 50, 51 (Dance)		up to 2
Total Units		19-21

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF LIFE SCIENCES

BIOLOGY
Associate in Arts

Complete the following courses:

BIO 2	Principles of Botany	4
BIO 5	Principles of Zoology	4
BIO 6	Cellular Biology	3
BIO 6L	Cellular Biology Laboratory	1

OR

BIO 93	Integrated Biology: From DNA to Organisms	4
BIO 94	From Organisms to Ecosystems	3
BIO 94L	From Organisms to Ecosystems Laboratory	1
BIO 97	Genetics and Evolutionary Biology	3
BIO 99	Molecular Biology and Biochemistry	3
BIO 99L	Molecular Biology Laboratory	1

Select 3-6 units from the following courses to complete a total of 18 units.
No more than 2 units may be selected from field courses/lab research courses:

BIO 11	Human Anatomy	4
BIO 12	Human Physiology	4
BIO 13	Lab Research	2
BIO 15	General Microbiology	5
BIO 19	Marine Biology	4
BIO 30	California Wildlife and Wild Places	3
BIO 44	Biology of Human Sexuality	3
BIO 55	Introduction to Ecology: Theory and Application	4
BIO 101	Field Biology: Coastal Marine Ecosystems	1
BIO 103	Field Biology: Mountain Ecosystems	1
BIO 103	Field Biology: Desert Ecosystems	1
BIO 110	Field Biology: Ecology and Natural History of National Parks	2/4
BIO 140	Lab Research in Geological and Biological Sciences	1.5
CHEM 1A	General Chemistry I	5
CHEM 1B	General Chemistry II	5
	Total Units	18

BIOLOGY
Associate in Arts

Complete the following courses:

BIO 2	Principles of Botany	4
BIO 5	Principles of Zoology	4
BIO 6	Cellular Biology	3
BIO 6L	Cellular Biology Laboratory	1

OR

BIO 93	Integrated Biology: From DNA to Organisms	4
BIO 94	From Organisms to Ecosystems	4
BIO 97	Genetics and Evolutionary Biology	3
BIO 99	Molecular Biology and Biochemistry	3
BIO 99L	Molecular Biology Laboratory	1

Select 3-6 units from the following courses to complete a total of 18 units.
No more than 2 units may be selected from field courses/lab research courses:

BIO 11	Human Anatomy	4
BIO 12	Human Physiology	4
BIO 13	Lab Research	2
BIO 15	General Microbiology	5
BIO 19	Marine Biology	4
BIO 30	California Wildlife and Wild Places	3
BIO 44	Biology of Human Sexuality	3
BIO 55	Introduction to Ecology: Theory and Application	4
BIO 101	Field Biology: Coastal Marine Ecosystems	1
BIO 103	Field Biology: Mountain Ecosystems	1
BIO 103	Field Biology: Desert Ecosystems	1
BIO 110	Field Biology: Ecology and Natural History of National Parks	2/4
BIO 140	Lab Research in Geological and Biological Sciences	1.5
CHEM 1A	General Chemistry I	5
CHEM 1B	General Chemistry II	5
	Total Units	18

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF LIFE SCIENCES

Recycling and Resource Management II
Certification of Achievement

Complete the following courses:

ENV 180	Introduction to Resource Management and Zero Waste	3
ENV 185	Culture and Zero Waste	3
ENV 190	Resource Management and Zero Waste for Communities	3
ENV 195	Resource Management and Zero Waste in Business	3

Select at least 1 of the following:

ENV 6	Environment and Resource Economics	3
GEOG 20	Global Environmental Problems	3
ENGT 140	Materials and Processes	3

Complete the following:

CWE 168	Cooperative Work Experience: Resource Management	1-3
	Total Units	18

Recycling and Resource Management Level I
Certification of Achievement

This certificate is intended to prepare students for entry-level positions in recycling and resource management. Courses will focus on presenting skills and knowledge needed to prepare students for a wide range of work opportunities in the industry.

Complete the following courses:

ENV 180	Introduction to Resource Management and Zero Waste	3
ENV 185	Culture and Zero Waste	3
ENV 190	Resource Management and Zero Waste for Communities	3
ENV 195	Resource Management and Zero Waste in Business	3
	Total Units	12

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF FINE ARTS

COMPUTER LANGUAGES
Associate in Science
Certificate of Achievement

COMPUTER LANGUAGES
Associate in Science
Certificate of Achievement

Complete the following course:

CS 1 Introduction to Computer Systems 4

Complete any four of the following courses:

CS 6A Computer Discrete Mathematics I 3
CS 6B Computer Discrete Mathematics I 3
CS 36 C Programming 4
CS 37 C++ Programming 4
CS 38 Java Programming 4
CS 50A HTML Programming 4
CS 130 Visual Basic Programming 4
CS 131 Database Management Programming 4

Complete any two of the following courses:

CS 39 C# Programming Using Microsoft.Net 4
CS 40A Computer Organization and Assembly Language I 4
CS 40B Computer Organization and Assembly Language II 4
CS 41 Data Structures 4
~~CS 230 Advanced Visual Basic Programming 3-5~~

Total Units 25-5-28

Complete the following course:

CS 1 Introduction to Computer Systems 4

Complete any four of the following courses:

CS 6A Computer Discrete Mathematics I 3
CS 6B Computer Discrete Mathematics I 3
CS 36 C Programming 4
CS 37 C++ Programming 4
CS 38 Java Programming 4
CS 50A HTML Programming 4
CS 130 Visual Basic Programming 4
CS 131 Database Management Programming 4

Complete any two of the following courses:

CS 39 C# Programming Using Microsoft.Net 4
CS 40A Computer Organization and Assembly Language I 4
CS 40B Computer Organization and Assembly Language II 4
CS 41 Data Structures 4

Total Units 26-28

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF PHYSICAL SCIENCES AND TECHNOLOGIES

ELECTRONIC TECHNOLOGY
Associate in Science
Certificate of Achievement

Complete the following courses:

ET 102	Basic Electric Circuits I	4
ET 102	Basic Electric Circuits II	4
ET 105	Electronic Devices and Circuits I	4
ET 107	Electronic Devices and Circuits II	4
ET 109	Digital Electronic Devices	4

Complete one of the following courses:

ET 116	Industrial Electronics	4
ET 120	Introduction to Microprocessors	4

Complete one of the following courses:

CS 36	C Programming	4
CS 40A	Computer Organization and Assembly Language I	4
CS 40B	Computer Organization and Assembly Language II	4
	Total Units	28

Recommended electives ET 102, PHYS 20

ELECTRONICS AIDE
Certificate of Proficiency

Complete the following courses:

ET 102	Basic Electric Circuits I	4
ET 102	Basic Electric Circuits II	4
ET 105	Electronic Devices and Circuits I	4
ET 409	Digital Electronic Devices	4
	Total Units	16

Recommended electives ET 101

ELECTRONIC TECHNOLOGY
Associate in Science
Certificate of Achievement

Complete the following courses:

ET 102	Basic Electric Circuits I	4
ET 102	Basic Electric Circuits II	4
ET 105	Electronic Devices and Circuits I	4
ET 107	Electronic Devices and Circuits II	4
ET 99	Digital Electronic Devices	4

Complete one of the following courses:

ET 116	Industrial Electronics	4
ET 120	Introduction to Microprocessors	4

Complete one of the following courses:

CS 36	C Programming	4
CS 40A	Computer Organization and Assembly Language I	4
CS 40B	Computer Organization and Assembly Language II	4
	Total Units	28

Recommended electives ET 102, PHYS 20

ELECTRONICS AIDE
Certificate of Proficiency

Complete the following courses:

ET 102	Basic Electric Circuits I	4
ET 102	Basic Electric Circuits II	4
ET 105	Electronic Devices and Circuits I	4
ET 99	Digital Electronic Devices	4
	Total Units	16

Recommended electives ET 101

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF SOCIAL SCIENCES

GEOGRAPHY
Associate in Arts

Complete the following courses:

ANTH 2	Cultural Anthropology	3
GEOG 1	Physical Geography	3
GEOG 1L	Physical Geography Laboratory	1
GEOG 2	Cultural Geography	3
GEOG 3	World Regional Geography	3
GEOG 38	California Geography	3
GEOG 1	Physical Geography	4
Total Units:		20

Recommended electives: ECON 13, MATH 10, WR 1

GEOGRAPHY
Associate in Arts

Complete the following courses:

GEOG 1	Physical Geography	3
GEOG 1L	Physical Geography Laboratory	1
GEOG 2	Cultural Geography	3
GEOG 3	World Regional Geography	3
GEOG 20	Global Environmental Problems	3
GEOG 38	California Geography	3

Complete one of the following courses:

ANTH 3	Culture and Language	3
BIO 30	California Wildlife and Wild Places	3
ECON 13	Global Economics	3
ENV0 6	Environmental and Resource Economics	3
GEOG 102	Geography Field Studies: Western United States	2
HUM 27	World Religions	3
PS 14	International Relations	3
Total Units:		18-19

Recommended electives: MATH 10, WR 1

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: Irvine Valley College: Award of Bid: CACT Automation Lab
ACTION: Approval

BACKGROUND

In August, 2010, representatives from B. Braun Medical approached the Center for Applied Competitive Technologies (CACT) requesting custom contract training in automation technologies for 50 employees. The training covers major areas such as motor controls, pneumatics, electro pneumatics, sensors, PLC programming and trouble shooting. The total training involves 1,760 hours spread over the next 3 to 4 years. This considerably large training need created interest in exploring automation training, and resulted in the need for specialized training equipment.

STATUS

On February 21, 2011, Bid No. 11 for specialized equipment at the Automation Lab was sent to three vendors. Two vendors responded to the bid, and the bids were opened on March 9, 2011. The lowest bid meeting all specifications for the Automation Lab was submitted by Lab Corporation of Newport Beach, CA, for an amount of \$296,172.69, including sales tax.

College staff has reviewed the bids and recommend the award.

Funds are available through the ATEP basic aid project, Staffing Equipment and Program Development in the amount of \$296,564.58.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the award of Bid No. 11 for the CACT Automation Lab to Lab Corporation in the amount of \$296,172.69.

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: Saddleback College: Speaker
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 honoraria 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 honoraria.

RECOMMENDATION

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

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

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 Honarium/Travel</i>
4/13/11 10:30 am SSC 212	Amira Wegenek, Psychology 1, 2,16 & 37	Dr. Lisa Mori	Multi-Cultural Psychology and Undergraduate Research Opportunities in Psychology	\$500

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Saddleback College and Irvine Valley College: Community Education, Summer 2011

ACTION: Approval

BACKGROUND

The South Orange County Community College District is known for offering high-quality, non-credit programs and fee-based classes. Saddleback College and Irvine Valley College perform an important service and fulfill a vital part of their mission by offering these courses and programs through Community Education. The Community Education programs, presenters, and accompanying compensation require the approval of the Board of Trustees.

STATUS

The Board of Trustees approved the Summer 2011 Community Education courses, presenters, and compensation on February 28, 2011. Additional courses, presenters, and compensation for Summer 2011 are presented in Exhibit A (Saddleback College) and Exhibit B (Irvine Valley College).

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the Community Education courses, presenters, and compensation as presented in Exhibits A and B.

South Orange County Community College District
SADDLEBACK COLLEGE
COMMUNITY EDUCATION NOT-FOR-CREDIT PROGRAM - Summer 2011

PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
Adult	OSHA Training	4/1 - 9/15	Hector Escarcega (I)	50% net	\$129 - 249
CFK	Academic Chess	4/1 - 9/15	Adam Brody (E)	\$28/hr+bonus	\$105
CFK	CFK Onsite Subsitute/Tutor	4/1 - 9/15	Renee Devito €	\$28/hr+bonus	Varies
CFK	CFK Onsite Subsitute/Tutor	4/1 - 9/15	Lanette Gutman	\$28/hr+bonus	Varies
CFK	Introduction to Painting	4/1 - 9/15	Jeff DeCoursey	\$28/hr+bonus	\$105
CFK	Modeling & Style	4/1 - 9/15	Tara Meyer (E)	\$28/hr+bonus	\$115
CFK	PC Boot Camp For Teens	4/1 - 9/15	Mad Science (I)	pp	\$155
CFK	Rockin' Rockets & Aerodynamics	4/1 - 9/15	Mad Science (I)	pp	\$155
CFK	Super Secret Spy Lab	4/1 - 9/15	Mad Science (I)	pp	\$155
CFK	The Power of Exploring Art	4/1 - 9/15	Nancy Larragoiti	\$28/hr+bonus	\$105

(E) Employee
(I) Independent Contractor

South Orange County Community College District
IRVINE VALLEY COLLEGE
COMMUNITY EDUCATION NOT-FOR-CREDIT PROGRAM - Summer 2011

COURSE TITLE	DATES	INSTRUCTOR	HONORARIA	FEE
Academic Chess/Mad Science Camps	6/20-8/19/11	Trisha Loos	70% gross	\$115-\$250
Business Computer Courses	6/1-8/19/11	Alberto Ortiz	50% gross	\$129-\$299
Child Care Provider Courses	6/1-6/30/11	Elisha Valentine	50% gross	\$99
eBay Course	6/1-8/19/11	Carolyn Jacinto	50% gross	\$95-\$150
Import/Export Comp. Basics	6/1-8/19/11	John Spiers	50% gross	\$95
IncrediFlix Camps	6/20-8/19/11	Tobin Felfe	65% gross	\$115-\$180
Memory Classes	6/1-8/21/11	Alfred Porter	50% gross	\$59-\$99
Painting Courses	6/20-8/19/11	Jeff Decoursey	50% gross	\$149
Photography Courses	6/1-6/30/11	Bing Yeh	50% gross	\$89
Real Estate Courses	6/1-6/30/11	Steve Dexter	50% gross	\$59

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Saddleback College: Use of CMAS Contract to Lease Purchase and Maintain Kodak Digimaster EX125 Printing Equipment & Booklet Maker

ACTION: Approval

BACKGROUND

The Saddleback College Duplicating department uses a Xerox Docutech for their high production printer. The Docutech lease is at an end. After considerable research, college staff has determined that the Kodak Digimaster EX125, which includes a Bookletmaker System, would better meet their needs. College staff estimates a savings over five years of approximately \$45,000.

STATUS

Staff has determined that it is in the best interest of the District to lease-purchase and maintain the Kodak Digimaster EX125 with Bookletmaker System using the State of California Multiple Award Schedule contract no. 3-08-70-0139B, with Eastman Kodak Company. Ikon Office Solutions is a designated reseller under this contract.

The estimated cost to lease-purchase and maintain the EX125 with Bookletmaker System over the five year agreement is \$357,782.20 including tax.

Funds are available in the General Fund for Saddleback College.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the use of the State of California Multiple Award Schedule contract no. 3-08-70-0139B, with Eastman Kodak Company for the lease-purchase and maintenance services of the Kodak Digimaster EX125 and Bookletmaker System with an estimated cost of \$357,782.20 including tax.

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Saddleback College: Kodak Digimaster EX125 Printer System and Bookletmaker System – Eastman Kodak Company

ACTION: Approval

BACKGROUND

The Saddleback College Duplicating Department has a Xerox Docutech which is their high production printer. The lease on the Docutech is at an end. After considerable research, college staff has determined that the Kodak Digimaster EX125 Printer System, which includes a Bookletmaker System, would better meet their needs at this time. College staff estimates a savings over five years of approximately \$45,000.

STATUS

Staff has determined that it is in the best interest of the District to purchase the Kodak Digimaster EX125 Printer System with a Bookletmaker System by using the State of California Multiple Award Schedule (CMAS)) Contract No. 3-08-70-0139B, awarded to the Eastman Kodak Company. Ikon Office Solutions is a designated reseller under the contract. Usage of CMAS contracts is authorized pursuant to Public Contract Code sections 10298, 10299, and 12100, etc.

The estimated cost to purchase the Kodak Digimaster EX 125 Printer system with a Bookletmaker System is \$189,458.68 including tax. This cost has been discounted off the CMAS list price.

Funds are available in the General Fund for Saddleback College.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve a contract with Eastman Kodak Company for the purchase of a new Kodak Digimaster EX125 Printer System with a Bookletmaker System pursuant to the State of California Multiple Award Schedule No. 3-08-70-0139B, awarded to Eastman Kodak Company at a cost of \$189,458.68 including tax.

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: Saddleback College: MicroPress Publishing System – Ricoh Americas Corporation
ACTION: Approval

BACKGROUND

The Saddleback College Duplicating department has a Xerox Docutech which is their high production printer. The lease on the Docutech is at an end. After considerable research, college staff has determined that the Kodak Digimaster EX125 Printer System, which includes a Bookletmaker System and the Ricoh MicroPress Publishing System, would better meet their needs at this time. Approval of the Kodak Digimaster EX125 Printer System is being separately approved by the Board of Trustees.

STATUS

Staff has determined that it is in the best interest of the District to purchase the Micro Press Publishing System by using the State of California Multiple Award Schedule (CMAS) Contract No. 3-08-36-0032B awarded to the Ricoh Americas Corporation. Ikon Office Solutions is a designated reseller for Ricoh products. Usage of CMAS contracts is authorized pursuant to Public Contract Code sections 10298, 10299 and 12100, etc.

The estimated cost to purchase the MicroPress Publishing System is \$22,870.13 including tax.

Funds are available in the General Fund for Saddleback College.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve a contract with Ricoh Americas Corporation for the purchase of MicroPress Publishing System pursuant to the State of California Multiple Award Schedule No. 3-08-36-0032B, awarded to Ricoh Americas Corporation at a cost of \$22,870.13 including tax.

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: Saddleback College: Student Out-of-State Travel, Nevada
ACTION: Approval

BACKGROUND

Saddleback College is committed to providing high quality education and a full range of activities for students. In the past 10 years, the Human Services students who are enrolled in the Alcohol and Drug Studies certificate program are offered opportunities which will benefit students by providing information and workshops on substance abuse, emotional wholeness, coping with tragedy and drug abuse in children, adolescence and also older adults.

STATUS

Up to 15 students and two faculty advisors are planning to attend the "Addiction Counseling for the 21st Century" conference in Primm, Nevada. Dates of the conference are from Thursday, April 14, 2011 through Saturday, April 16, 2011. Funds for the conference registration and workshops have been approved by the Associated Student Government (ASG) and are available in the ASG budget at a total not to exceed \$1,200. The remainder of the cost of the conference will be funded by the students and the advisors. There is no impact to the general fund.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the out-of-state travel request for up to 15 students and two faculty advisors to attend the "Addiction Counseling for the 21st Century" conference in Primm, Nevada from April 14, 2011 through April 16, 2011 at a cost not to exceed \$12,000.

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

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting

ACTION: Approval

BACKGROUND

Education Code Section 72425 (c) was amended to read "A member (of the Board of Trustees) may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district."

STATUS

Trustee Marcia Milchiker was absent from the February 28, 2011 board meeting due to her being out of the country.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt resolution 11-05 (Exhibit A) authorizing payment to Trustee Milchiker who was absent from the February 28, 2011 meeting of the Board of Trustees.

Item Submitted By: Gary L. Poertner, Chancellor

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

**RESOLUTION AUTHORIZING PAYMENT TO TRUSTEE ABSENT
FROM BOARD MEETING**

RESOLUTION 11-05

Section 72425 (c) provides that "A member (of the Board of Trustees) may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district."; and

WHEREAS, on February 28, 2011, the Board of Trustees of the South Orange County Community College District held a meeting; and

WHEREAS, Trustee Marcia Milchiker could not be present at the meeting;
and

WHEREAS, it was determined that Trustee Milchikers' absence was due to a hardship;

NOW, THEREFORE, BE IT RESOLVED that Trustee Marcia Milchiker shall be paid at the regular rate of compensation for the meeting of the Board of Trustees held on Monday, February 28, 2011.

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: I.T. Server Room Renovation: Change Order No. 1 and Notice of Completion
ACTION: Approval

BACKGROUND

On July 26, 2010, the Board awarded a construction contract to Bob Parrett Construction, Inc., for the I.T. Server Room Renovation Project in the amount of \$322,754.00.

STATUS

EXHIBIT A describes the required modifications contained in Change Order Request (COR) No. 1. Approval of this COR will result in a decrease of \$5,700.00 in total project cost. Approval of this COR will bring the revised total contract amount to \$317,054.00.

Funds are available from Project budget, which is \$489,133.00.

Staff recommends that a Notice of Completion be filed for the I.T. Server Room Renovation Project.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve Change Order Request No. 1, EXHIBIT A, decreasing the contract amount by \$5,700.00 with Bob Parrett Construction, Inc. for a total contract amount of \$317,054.00 and authorize the filing of the Notice of Completion, EXHIBIT B for the I.T. Server Room Renovation at Saddleback College. It is also recommended that the Board authorize the release of retention 35 days after filing.

SOCCCD
I.T. SERVER ROOM RENOVATION
BID NO. 1097

CHANGE ORDER NO. 1

March 28, 2011

Bid #	BID PACKAGE DESCRIPTION	CONTRACTOR	ADDRESS	CONTRACT AMOUNT	Previously Approved COR's	COR #1	REVISED CONTRACT AMOUNT
1097	General Contractor	Bob Parrett Construction, Inc.		\$322,754	\$0.00	-\$5,700.00	\$317,054.00
				\$322,754	\$0.00	(\$5,700.00)	\$317,054.00

COR No.	Date	Description	Requested	Status	Amount
1	3/8/2011	Unused Allowance Balance	YES	APP	(\$5,700.00)
				BCO #1	-\$5,700.00
				BCO TOTALS	-\$5,700.00

Recording Requested
By and Mail to:

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
28000 Marguerite Parkway
Mission Viejo, CA 92692

EXEMPT PER GOVERNMENT CODE 6103

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN that the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California, as Owner with vested title in the property hereinafter described, caused improvements to be made to said property to wit: I.T. SERVER ROOM RENOVATION PROJECT at SADDLEBACK COLLEGE, Bid No. 1097, the contract for the doing of which was heretofore entered into the 27th day of July 2010, which contract was made with BOB PARRETT CONSTRUCTION, INC., as Contractor; that said improvements were completed on the 22nd day of February, 2011, and accepted by formal action of the governing board of said District on the 28th day of March 2011, that title to said property is vested in the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California; that the surety for the above named Contractor is ULLICO CASUALTY CO.; that the property hereinafter referred to and on which said improvements said improvements were made is described as follows:

SADDLEBACK COLLEGE
28000 MARGUERITE PKWY.
MISSION VIEJO, CA 92692

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT OF ORANGE COUNTY, CA

By _____ Dated _____
Gary L. Poertner
Chancellor

STATE OF CALIFORNIA]] ss.
COUNTY OF ORANGE]

Gary L. Poertner, being first duly sworn, deposes and says:

That he/she is Secretary of the Board of Trustees of the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California;

That he/she has read the foregoing Notice of Completion and knows the contents thereof and that the facts stated therein are true and correct.

Gary L. Poertner Dated _____
Chancellor

State of California
County of Orange

Subscribed and sworn to (or affirmed) before me on this _____ day of _____, 20 __, by Gary L Poertner proved to me on the basis of satisfactory evidence to be the person who appeared before me.

Signature

(Seal)

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Education and Facilities Master Plan: Hire CEQA Consultant Services

ACTION: Approval

BACKGROUND

On February 22, 2010, the Board of Trustees approved updating the District Education and Facilities Master Plan with a draft report anticipated for Board review in April.

In response to colleges' growth projections and program objectives, the master plan contemplates new facilities including new and renovated buildings, campus site improvements and supporting infrastructure. The California Public Resources Code (PRC) Section 15378 considers any action that has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment a "project." Pursuant to PRC Section 15002 a project is subject to the California Environmental Quality Act (CEQA); therefore, an environmental document must be prepared for the master plan update.

STATUS

On April 20, 2010, staff issued a Request for Qualifications/Proposals (RFQ/P) for the preparation of an environmental document pursuant to the requirements of CEQA for the 2011 Education and Facilities Master Plan update. In response, ten firms submitted a proposal. Six firms were selected for interviews held on February 28, 2010. The selection committee chose RGP Planning & Development Services to perform the services necessary for development of CEQA documents.

Staff recommends approval of the agreement for CEQA Consultant Services with RGP Planning & Development Services (Exhibit A) for a fee equal to \$264,894 and assignment of capital improvement dollars equal to \$320,000 in order to address these services and future legal reviews that will be necessary to arrive at project completion.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the agreement for CEQA Consultant Services with RGP Planning & Development Services, EXHIBIT A, for a fee equal to \$264,894 and approve assignment of capital improvement dollars equal to \$320,000 for these and related CEQA services.

Item Submitted By: *David Bugay, Ph.D., Acting Vice Chancellor of Business Services*

CONSULTANT SERVICES AGREEMENT-SOCCCD MASTER PLAN UPDATE PROGRAM EIR

This AGREEMENT is made and entered into this 29th day of March in the year 2011 between **South Orange County Community College District**, 28000 Marguerite Parkway, Mission Viejo, California 92692, hereinafter referred to as "DISTRICT", and **RGP Planning and Development Services**, 8921 Research Drive, Irvine, CA 92618, hereinafter referred to as "CONSULTANT";

WHEREAS, DISTRICT is in the process of updating the 2006 Master Plan; and

WHEREAS, the draft 2011 Master Plan Update contemplates the new facilities at the three campuses, including new buildings, other campus improvements and supporting infrastructure to accommodate anticipated growth in the number of students, faculty and staff; and

WHEREAS, the California Public Resources Code (PRC) Section 15378 considers any action that has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment a "project;" and

WHEREAS, pursuant to PRC Section 15002 a project is subject to the California Environmental Quality Act (CEQA); therefore, an environmental document must be prepared for the Master Plan update; and

WHEREAS, on April 20, 2010, DISTRICT issued a Request for Qualifications/Proposals (RFQ/P) for the preparation of an environmental document pursuant to the requirements of the CEQA for the 2011 SOCCCD Master Plan update; and

WHEREAS, DISTRICT reviewed ten proposals and interviewed six environmental firms, from which DISTRICT selected CONSULTANT due to their comprehensive proposal and qualifications; and

WHEREAS, CONSULTANT represents that it is professionally qualified and able to prepare the necessary CEQA documentation in compliance with the applicable state laws and state, local guidelines, and in a format consistent with CEQA requirements;

NOW, THEREFORE, the parties hereto agree as follows:

ARTICLE I - CONSULTANT'S SERVICES AND RESPONSIBILITIES

1. The CONSULTANT's services shall consist of those services performed by the CONSULTANT, CONSULTANT's employees and CONSULTANT's consultants as enumerated in Articles II and III of this AGREEMENT.

2. The CONSULTANT's services shall be performed in a manner which is consistent with professional skill and care and the orderly progress of the work. The CONSULTANT represents that he/she will follow the standards of his/her profession in performing all services under this AGREEMENT. The CONSULTANT shall submit for the DISTRICT's approval a schedule for the performance of the CONSULTANT's services. The schedule may be adjusted as the PROJECT proceeds by mutual written agreement of the parties and shall include allowances for time required for the DISTRICT's review and for approval by authorities having jurisdiction over the PROJECT. The time limits established by this schedule shall not, except for reasonable cause, be exceeded by the CONSULTANT.

3. The services covered by this AGREEMENT shall be completed within 12 months of the date of this AGREEMENT.

4. The general scope of the PROJECT includes the preparation of a Program Environmental Impact Report (EIR) and requisite environmental technical studies pursuant to the requirements of CEQA. In addition to the preparation of the EIR and studies, the PROJECT includes coordination with the DISTRICT to hold the required public meetings/hearings, preparing, sending out and filing notices of hearings, document availability and Board certification.

5. The CONSULTANT shall perform the work under this agreement using software previously approved by the DISTRICT and shall deliver electronic copy via CD or DVD in both the software format and PDF format upon certification of the EIR by the DISTRICT. If work is terminated prior to certification of the EIR, a copy of the work completed to date shall be provided to the DISTRICT.

6. Time is of the essence as to all work to be performed in accordance with this Agreement. Notwithstanding the foregoing, neither party shall be responsible for delays beyond their reasonable control.

ARTICLE II - SCOPE OF CONSULTANT'S SERVICES

1. The CONSULTANT's services consist of those described in Article II and further delineated in Exhibit A, and include normal planning, traffic, biological, air quality, noise and cultural services necessary to produce a CEQA compliant EIR, except those planning services provided by the DISTRICT or the DISTRICT's Master Plan consultant.

2. The CONSULTANT has been selected to perform the work herein because of the skills and expertise of key individuals. The CONSULTANT shall designate Jeremy Krout as project manager and Richard Goacher as project Principal from project initiation to EIR certification. So long as the performance continues to be acceptable to the DISTRICT, the named individuals shall remain in charge of the PROJECT. Additionally, the CONSULTANT must furnish the name of all other key people in CONSULTANT's firm that will be associated with the PROJECT.

If the designated PROJECT manager or any other designated lead or key person fails to perform to the satisfaction of the DISTRICT, then upon written notice the CONSULTANT will have 10 working days to remove that person from the PROJECT and replace that person with one acceptable to the DISTRICT. A PROJECT manager and all lead or key personnel for any SUBCONSULTANT must also be designated by the CONSULTANT and are subject to all conditions previously stated in this paragraph.

3. The CONSULTANT shall ascertain the DISTRICT's needs and the requirements of the PROJECT and shall arrive at a mutual written understanding of such needs and requirements with the DISTRICT, prior to drafting the EIR project description for the PROJECT.

4. The duties, responsibilities and limitations of authority of the CONSULTANT shall not be restricted, modified or extended without written agreement between the DISTRICT and CONSULTANT.

5. The CONSULTANT shall be the DISTRICT's representative during the public scoping meeting and in discussions with neighboring cities regarding the EIR. The CONSULTANT shall have authority to act on behalf of the DISTRICT only to the extent provided in this AGREEMENT unless otherwise modified in writing.

6. The CONSULTANT shall provide enough qualified personnel to properly perform services required under this AGREEMENT and DISTRICT shall have the right to remove any of CONSULTANT'S personnel from the PROJECT.

7. The CONSULTANT shall comply with all federal, state and local laws, rules, regulations and ordinances that are applicable to the DISTRICT's PROJECT unless one law, rule regulation or ordinance supersedes another.

ARTICLE III -ADDITIONAL CONSULTANT'S SERVICES

1. The CONSULTANT shall be given additional compensation for the services described in Article III.

2. CONSULTANT shall notify the DISTRICT in writing of the need for additional services required due to circumstances beyond the CONSULTANT's control. CONSULTANT shall obtain written authorization from the DISTRICT **before** rendering such services. Compensation for such services shall be compensated based on attached standard hourly rates. (Exhibit B) Such services shall include:

- a. Making material revisions in the Master Plan, when such revisions are required by the enactment or revision of laws, rules or regulations subsequent to the release of the Initial Study (IS)/Notice of Preparation (NOP).
- b. Providing services required because of significant changes in the PROJECT including, but not limited to, size, quality, complexity, or the DISTRICT's schedule.
- c. Preparing environmental technical studies or other documentation and supporting data, and providing other services in connection with change orders required by causes beyond the control of the CONSULTANT.

- d. Providing consultation concerning replacement of work damaged by fire and furnishing services required in connection with the replacement of such work.
- e. Providing services in connection with an arbitration proceeding or legal proceeding except where the CONSULTANT is a party thereto.
- f. Providing services, other than those outlined in Exhibit A, and in connection with the work of consultants retained by the DISTRICT.
- g. Providing services after issuance to the DISTRICT of the final certificate for payment.
- h. Providing services of consultants for other than those specifically included in this contract.
- i. Providing any other services not otherwise included in this AGREEMENT or not customarily furnished in accordance with generally accepted CEQA compliance practice.

ARTICLE IV - DISTRICT'S RESPONSIBILITIES

1. The DISTRICT shall provide to the CONSULTANT full information regarding requirements for the PROJECT, including information regarding the DISTRICT's objectives, schedule, constraints and criteria.
2. The DISTRICT shall appoint a representative authorized to act on the DISTRICT's behalf with respect to the PROJECT. The DISTRICT or its authorized representative shall render decisions in a timely manner pertaining to documents submitted by the CONSULTANT.
3. The DISTRICT shall give prompt written notice to the CONSULTANT if the DISTRICT becomes aware of any fault or defect in the PROJECT or nonconformance with the Master Plan Update contract. However, the DISTRICT's failure or omission to do so shall not relieve the CONSULTANT of his/her responsibilities hereunder and the DISTRICT shall have no duty to observe, inspect or investigate the PROJECT.

ARTICLE VI – TERMINATION

1. This AGREEMENT may be terminated without cause by the DISTRICT upon not less than 7 days written notice to the CONSULTANT. This AGREEMENT may be terminated by either party upon not less than 7 days written notice should the other party fail substantially to perform in accordance with the terms of this AGREEMENT through no fault of the party initiating the termination.

2. If the PROJECT is suspended by the DISTRICT for more than ninety consecutive days, the CONSULTANT shall be compensated for services satisfactorily performed prior to such suspension. When the PROJECT is resumed, the CONSULTANT's compensation shall be equitably adjusted to provide for expenses incurred in the interruption and resumption of the CONSULTANT's services.

3. If the DISTRICT abandons the PROJECT for more than ninety consecutive days, the CONSULTANT shall be compensated for services satisfactorily performed prior to the abandonment and CONSULTANT may terminate this AGREEMENT by giving not less than 7 days written notice to the DISTRICT.

4. The DISTRICT's failure to make payments to the CONSULTANT in accordance with this AGREEMENT shall be considered substantial nonperformance and cause for termination by the CONSULTANT.

5. In the event the DISTRICT fails to make timely payment, the CONSULTANT may, upon 7 days written notice to the DISTRICT, suspend performance of services under this AGREEMENT. Unless payment in full is received by the CONSULTANT within 7 days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services, the CONSULTANT shall have no liability to the DISTRICT for delay or damage caused the DISTRICT because of such suspension of services.

6. The CONSULTANT shall be compensated for services satisfactorily performed prior to a termination which is not the fault of the CONSULTANT. The DISTRICT shall pay the CONSULTANT only the fee associated with the services provided, since the last billing and up to the notice of termination.

7. In the event of termination due to the fault of CONSULTANT, CONSULTANT shall receive compensation due for services satisfactorily rendered prior to the date of termination. The CONSULTANT is liable for all damages suffered by the DISTRICT due to CONSULTANT's failure to perform as provided in the AGREEMENT.

ARTICLE VII - COMPENSATION TO THE CONSULTANT

The DISTRICT shall compensate the CONSULTANT as follows:

1. For CONSULTANT services, as described in Article II and Exhibit A, compensation shall be computed as follows:

Compensation is based on a fixed fee of \$264,894. Progress payments for CONSULTANT services in each task shall total the following percentages of the total compensation payable:

Task #	Task	Fee	% of Total
1	Project Initiation	\$15,410	6%
2	NOP, Scoping Meeting	\$16,555	6%
3	ADEIR & Technical Studies	\$130,301	49%
	Air quality & GHG Analysis	\$16,215	
	Biological resources analysis	\$5,693	
	Cultural & Paleontological Resources Analysis	\$3,128	
	Noise analysis	\$5,750	
	Traffic/Transportation Analysis	\$27,600	
4	DEIR	\$36,500	14%
5	Admin Draft RTCs	\$19,015	7%
6	FEIR	\$15,815	6%
7	MMRP	\$1,565	1%
8	Findings & Board Hearings	\$13,765	5%
9	Final Notices & Resolutions	\$5,815	2%
	Reimbursable Expenses	\$10,153	4%
	TOTAL	\$264,894	100%

2. This compensation shall be compensation in full for all services performed by the CONSULTANT under the terms of this AGREEMENT, except where additional compensation is agreed upon between the CONSULTANT and DISTRICT in writing as provided for as additional services.

3. Payments for CONSULTANT services shall be made monthly and, where applicable, shall be 95% of the services performed within each phase of service, on the basis set forth in paragraph 1. 100% payment will be made upon DISTRICT acceptance of each phase.

4. Invoices shall be on a form and in the format approved by the DISTRICT. Payments are due and payable upon receipt of the CONSULTANT's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the legal rate prevailing at the time at the site of the PROJECT.

5. To the extent that the time initially established for the completion of CONSULTANT's services is exceeded or extended through no fault of the CONSULTANT, compensation for any services rendered during the additional period of time shall be computed at standard hourly rates per Exhibit B.

6. Reimbursable Expenses incurred by the CONSULTANT and CONSULTANT's employees and consultants in the interest of the PROJECT shall have prior DISTRICT written approval before incurred and records of such expenses shall be provided to DISTRICT for the DISTRICT's review.

a. Reimbursable expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the CONSULTANT and CONSULTANT's employees and sub consultants in the interest of the PROJECT.

b. Reimbursable expenses shall be expenses in connection with authorized out-of-town travel; long-distance communications; and fees paid for securing approval of authorities having jurisdiction over the PROJECT. CONSULTANT's normal travel expense including PROJECT site visits and meals are excluded.

c. Expense of reproductions, except those needed for the use of the CONSULTANT and his or her consultants or identified specifically as a deliverable including postage and handling of documents, are reimbursable upon DISTRICT's prior written approval.

d. If authorized in advance in writing by the DISTRICT, expense of overtime work requiring higher than regular rates will be reimbursed.

e. Expense of renderings, models and mock-ups requested by the DISTRICT if not part of CONSULTANT's Basic Services will be reimbursed.

f. For reimbursable expenses, compensation shall be computed at a multiple of one point one (1.1 %) times the expenses incurred by the CONSULTANT, the CONSULTANT's employees and consultants in the interest of the PROJECT.

g. For additional services of consultants, compensation shall be computed at a multiple of one point one (1.1%) times the amounts billed to the CONSULTANT for such services.

h. Costs have been allocated to tasks to determine the total budget. CONSULTANT may reallocate costs among tasks, as needed, as long as the total budget is not exceeded.

i. CONSULTANT has budgeted for responses to comments and the preparation of the Final EIR based on experience with the likely number of comments on a program EIR. No prediction of actual cost of responding to an unknown number of comments and an unknown level of complexity presented by such comments can be made. CONSULTANT will provide the DISTRICT with a contract amendment for fees related to comments responses and the Final EIR once the Draft EIR comments are assembled and reviewed.

j. Costs are included for the number and types of meetings specified in the scope of services, as well as allowances for the specific tasks as indicated. If additional meetings are requested or additional work beyond the allowances is required, such meetings and work can be included with a contract amendment.

k. CONSULTANT has recent experience printing and photocopying high-quality EIR documents and has used this experience to develop direct costs estimates. Cost estimate may fluctuate based on the number of pages and reproduction method for the documents.

l. Additional review cycles or additional versions of administrative drafts of any documents beyond the assumptions contained within the scope of work will constitute additional work.

m. Photocopy costs included in the proposal are for the specified number of copies of deliverables and reasonable incidental and in-team photocopying. If additional copies of deliverables are needed, they can be provided for an additional cost. CONSULTANT has assumed that many copies of the various versions of the Final EIR will be provided on CD or thumb drive. The proposed printing budget reflects this assumption.

ARTICLE VIII – INDEMNITY AND INSURANCE

1. To the fullest extent permitted by law, CONSULTANT agrees to indemnify and hold DISTRICT entirely harmless from all liability arising out of:

- a. any and all claims under workers' compensation acts and other employee benefit acts with respect to CONSULTANT's employees or his/her subcontractor's employees arising out of CONSULTANT's work under this AGREEMENT including a waiver of subrogation; and
 - i. any and all claims for damages costs and/or charges caused by CONSULTANT's negligent acts, errors and/or omissions, recklessness or willful misconduct in the performance of his/her obligations as stated in this AGREEMENT, or the negligent acts, errors and/or omissions, recklessness or willful misconduct of CONSULTANT's sub consultants, employees or agents in the performance of their obligations under this AGREEMENT. The coverages of such indemnification shall include, without limitation attorneys' fees and court costs incurred by DISTRICT with regard thereto. Said indemnity is intended to apply during the period of this AGREEMENT of CONSULTANT's performance and shall survive the expiration or termination of this AGREEMENT until such time as any matter covered by such indemnity is barred by the applicable statute of limitations.
 - ii. Regarding the defense of any claim embraced by CONSULTANT's indemnity, each indemnitee shall control its own defense and at the

time of claim resolution CONSULTANT will reimburse the indemnitees for all costs reasonable and appropriately incurred in this regard to the extent of any fault by or attributable to CONSULTANT's negligence and to the extent covered by CONSULTANT's liability insurance.

1) CONSULTANT shall purchase and maintain insurance with an insurer or insurers, qualified to do business in the State of California and acceptable to DISTRICT policies of insurance, which will protect CONSULTANT and DISTRICT from claims which may arise out of or result from CONSULTANT's actions or inactions relating to the AGREEMENT, whether such actions or inactions be by themselves or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. The aforementioned insurance shall include coverage for:

- a. Statutory workers' compensation and employers' liability.
- b. Comprehensive general and auto liability insurance with limits of not less than 1,000,000 combined single limit, bodily injury and property damage liability per occurrence, including:
 1. owned, non-owned and hired vehicles;
 2. blanket contractual;
 3. broad form property damage;
 4. products/completed operations; and
 5. personal injury.
- c. Professional liability insurance, including contractual liability, with limits of 1,000,000. Such insurance shall be maintained during the term of this AGREEMENT and renewed for a period of at least 5 years thereafter if available to the professional and/or at rates consistent with the time of execution of this AGREEMENT adjusted for inflation. In the event that CONSULTANT subcontracts or assigns any portion of

his/her duties, he/she shall require any such subcontractor to purchase and maintain insurance coverage as provided in this subparagraph.

d. Each policy of insurance required in (b) above shall name DISTRICT and its officers, agents and employees as additional insureds and shall state that, with respect to the operations of CONSULTANT hereunder, such policy is primary and any insurance carried by DISTRICT is excess and non-contributory with such primary insurance. Each policy of insurance stated in (a) and (b) above shall state that not less than thirty (30) days' written notice shall be given to DISTRICT prior to cancellation; and, shall waive all rights of subrogation. CONSULTANT shall notify DISTRICT in the event of material change in, or failure to renew, each policy. Prior to commencing work, CONSULTANT shall deliver to DISTRICT certificates of insurance as evidence of compliance with the requirements herein. In the event CONSULTANT fails to secure or maintain any policy of insurance required hereby excepting professional liability, DISTRICT may, at its sole discretion, secure such policy of insurance in the name of and for the account of CONSULTANT, and in such event CONSULTANT shall reimburse DISTRICT upon demand for the cost thereof.

ARTICLE IX - MISCELLANEOUS

1. The CONSULTANT shall make a written record of all meetings, conferences, discussions and decisions made between or among the DISTRICT and CONSULTANT during all phases of the PROJECT and concerning any material condition in the requirements, scope, performance and/or sequence of the work and make information available on a share point site. The CONSULTANT shall provide a draft copy of such record to the DISTRICT for review and comment, make adjustments and provide a final copy to the DISTRICT.

2. CONSULTANT, in the performance of this AGREEMENT, shall be and act as an independent contractor. CONSULTANT understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONSULTANT assumes the full responsibility for the acts and/or omissions of his or her employees or agents as they relate to the services to be provided under this AGREEMENT. CONSULTANT shall assume full responsibility for payment of all federal, state and local taxes or contributions, including

unemployment insurance, social security and income taxes for the respective CONSULTANT's employees.

3. Nothing contained in this AGREEMENT shall create a contractual relationship with or a cause of action in favor of any third party against either the DISTRICT or CONSULTANT.

4. No member, officer or employee of the DISTRICT during tenure or for one year thereafter, shall have any interest direct or indirect, in this Agreement or the proceeds thereof.

5. The DISTRICT and CONSULTANT, respectively, bind themselves, their partners, officers, successors, assigns and legal representatives to the other party to this AGREEMENT with respect to the terms of this AGREEMENT. Neither DISTRICT nor CONSULTANT shall assign this AGREEMENT without the written consent of the other.

6. The services completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT's general right of inspection to secure the satisfactory completion thereof. CONSULTANT agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to CONSULTANT, CONSULTANT's business, equipment and personnel engaged in services covered by this AGREEMENT or accruing out of the performance of such services.

7. CONSULTANT agrees that CONSULTANT will not engage in unlawful discrimination in employment of persons because of race, ethnicity, religion, nationality, disability, gender, marital status or age of such persons.

8. The failure of DISTRICT or CONSULTANT to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this AGREEMENT, shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.

9. All notices or demands to be given under this AGREEMENT by either party to the other, shall be in writing and given either by: (a) personal service or (b) by U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid.

Service shall be considered given when received if personally served, or if mailed, on the third day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section.

10. This AGREEMENT shall be governed by the laws of the State of California. The duties and obligations of the parties created hereunder are performable in Orange County and such county shall be the venue for any action or proceeding that may be brought or arise out of, in connection with or by reason of this Agreement.

11. If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions hereof will nevertheless continue in full force and effect and shall not be affected, impaired or invalidated in any way.

12. Communications between the parties shall be sent to the following addresses:

DISTRICT

South Orange County Community
College District
28000 Marguerite Parkway
Mission Viejo, CA 92692
Attn: Brandye D'Lena

CONSULTANT

RGP Planning and Development
8921 Research Drive
Irvine, CA 92618
Attn: Jeremy Krout

13. This AGREEMENT represents the entire AGREEMENT between the DISTRICT and CONSULTANT and supersedes all prior negotiations, representations or agreements, either written or oral. This AGREEMENT may be amended or modified only by an agreement in writing signed by both the DISTRICT and the CONSULTANT.

This AGREEMENT entered into as of the day and year first written above.

DISTRICT

South Orange County Community
College District

(Signature)

David Bugay, Ph.D.
(Printed name)

Acting Vice Chancellor
(Title)

(Date)

CONSULTANT

RGP Development and Planning

(Signature)

Jeremy Krout
(Printed name)

Principal
(Title)

(Date)

(Taxpayer number)

EXHIBIT A

RESPONSIBILITIES AND SERVICES OF CONSULTANT

CONSULTANT will provide all professional services necessary for completing the following:

A. BASIC SERVICES

CONSULTANT agrees to provide the services described below:

1. Contract for or employ at CONSULTANT'S expense, sub-consultants to the extent deemed necessary for completion of the PROJECT including: preparation of a traffic study (Austin Foust Associates, Inc. (AFA)), air quality and greenhouse gas analysis (Urban Crossroads Inc.), biological (Glenn Lukos Associates (GLA)) and cultural (Brunzell Cultural Resource Consulting (BCR Consulting)) overviews and noise analysis (Giroux & Associates). The names of said sub-consultants shall be as submitted to the DISTRICT during the interview. Any modifications will require approval prior to commencement of work. The DISTRICT reserves the right to reject the use of any sub-consultants. Nothing in the forgoing procedure shall create any contractual relationship between the DISTRICT and any sub-consultants employed by the CONSULTANT under terms of this Agreement.

2. Agree to exercise usual and customary professional care in its efforts to comply with all laws and regulations which apply to work of this Agreement.

3. Cooperate with other professionals employed by the DISTRICT for the design, coordination or management of other work related to the PROJECT.

4. Chair, conduct and take minutes of coordination meetings as stipulated in each of the tasks throughout the process with sub-consultants, CONSULTANT shall invite the DISTRICT and/or its representative to participate in these meetings.

5. Be responsible for the professional quality, technical accuracy and the coordination of all studies and reports and other services furnished by CONSULTANT under

this Agreement. CONSULTANT shall, without additional compensation, correct or revise any errors or omissions in its studies, reports, projections and other services.

6. If desired by the DISTRICT and agreed to by the CONSULTANT, CONSULTANT shall provide other required services to determine such compliance not specifically identified and included in the scope of this Agreement through an amendment to this Agreement, as an additional service.

7. Provide services required to obtain federal, state and local agencies review and consideration for on- and off-site work to the extent such work is known during the preparation of the EIR.

8. Maintain a log of all meetings, site visits or discussions held in conjunction with the work of this PROJECT, with documentation of major discussion points, observations, decisions, questions or comments. These shall be furnished to the DISTRICT and/or their representative for inclusion in the overall PROJECT documentation.

9. CONSULTANT is not responsible for:

- a. Ground contamination or hazardous material analysis
- b. Any asbestos testing, design or abatement
- c. Master Plan Update preparation
- d. Aerial photography
- e. Topographical Survey

10. Neither the DISTRICT'S review, approval of, nor payment for, any of the services required under this Agreement shall be construed to operate as a waiver of any rights under this Agreement, and CONSULTANT shall remain liable to the DISTRICT in accordance with applicable law for all damages to the DISTRICT caused by CONSULTANT'S failure to perform any of the services furnished under this Agreement.

B. SOCCCD MASTER PLAN UPDATE CEQA COMPLIANCE SCOPE OF WORK

Project Tasks

The 2011 SOCCCD Master Plan Update establishes assumptions and plans for the future enrollment and development growth expected to occur on the three campuses in the DISTRICT. Because the Plan establishes the foundation for future development on the campuses, the Plan constitutes a “project” according to CEQA Guidelines Section 15378. To satisfy CEQA requirements for an analysis of potential environmental impacts, CONSULTANT will prepare a Program EIR for the 2011 SOCCCD Master Plan Update, which the following scope of work defines. As described in CEQA Guidelines Section 15168, a Program EIR covers a series of actions (i.e., project approvals) that will occur concurrently or sequentially that can be characterized as one large project and the actions have certain relationships in terms of geography and/or process. Upon project initiation and after reviewing prior CEQA documentation provided by the DISTRICT, CONSULTANT will discuss with the SOCCCD Master Plan project team the scope of the proposed growth and development on a campus-by-campus level to determine if alternative CEQA compliance strategies are available for the Master Plan Update. CONSULTANT will provide an amendment to the contract if necessary upon completion of this effort.

The following 9 tasks describe the defined approach to completion of the Program EIR. Each task is thoroughly described below and identifies the task objective and the specific methodology for achieving that objective, and, where applicable, the list of products to be delivered.

- Task 1: Project Initiation, Background Data Collection, Project Description
- Task 2: Prepare Notice of Preparation, Organize and Participate in Public and Agency Scoping Meetings
- Task 3: Technical Studies and Administrative Draft EIR
- Task 4: Draft EIR
- Task 5: Administrative Draft of Responses to Comments
- Task 6: Final EIR
- Task 7: MMRP
- Task 8: Prepare Findings and Board of Trustees Hearing Materials
- Task 9: Prepare Final Notices and Project Resolutions

Task 1 Project Initiation, Background Data Collection, and Project Description

Project Initiation Meeting

Upon receipt of the Notice to Proceed, the CONSULTANT team will meet with DISTRICT staff within two weeks to discuss major aspects of the proposed project, including, but not limited to:

- Introducing project team members;
- Obtaining project description information, including, but not limited to proposed campus plans, phasing information, existing campus infrastructure plans and operational details, existing relevant technical studies, and any other pertinent information;
- Identifying project objectives;
- Discussing parameters of any project alternatives;
- Identifying projects to be used for cumulative analysis;
- Obtaining a list of technical studies to be completed for the project by the DISTRICT or Master Plan consultants; and
- Refining the EIR schedule.

Project Description

The CONSULTANT team will confer with the Master Plan preparation team to discuss the potential environmental impacts of projects proposed in the Plan. For example, with the addition of new buildings and an increased number of students on campus, traffic impacts would increase; this in turn may result in the need for additional traffic mitigation measures, such as new traffic signals.

It is understood that the proposed Master Plan and attendant Program EIR will cover only the IVC and Saddleback College campuses. The ATEP campus in Tustin will be excluded from all environmental analysis, with discussions regarding the ATEP campus limited to statements indicating that the Master Plan Update is consistent to prior environmental review conducted on for the ATEP site.

Task 1 Meetings	
No.	Type
1	Project Initiation meeting
As needed	Regular communication via telephone and email, as required

Task 1 Deliverables		
No.	Format	Description
1	PDF/Word	Refined project schedule
1	PDF/Word	Project Description

Task 2 Prepare Notice of Preparation, Organize and Participate in Public and Agency Scoping Meetings

Notice of Preparation

The CONSULTANT team will prepare a Draft Notice of Preparation/Initial Study (NOP/IS) in compliance with CEQA requirements for DISTRICT review and comment.

As required by CEQA, the NOP will include the Project Description finalized in Task 1, a location map showing the project sites, and the probable environmental effects identified in the Initial Study. The Project Description will be based on the project initiation meeting, an extensive review of available project documents and technical studies and the project team's experience with similar projects.

The NOP/IS will include a completed environmental checklist form and will include written explanations to all checklist questions. The CONSULTANT team will use existing information to the greatest extent possible. The CONSULTANT team proposes to use an "expanded" IS to eliminate non-significant environmental issues from further consideration. By fully addressing some environmental effects in the IS, the EIR will focus on those impacts that could be significant and unavoidable, or for which substantial analysis is required. The resulting IS would be made a part of the EIR by incorporating the document as an appendix.

The IS will be a useful tool for defining the scope of an EIR and is an integral component of the NOP. All of the following environmental topics from Appendix G of the State CEQA Guidelines will be discussed in the IS:

- Aesthetics
- Agriculture and Forest Resources
- Air Quality
- Biological Resources
- Cultural Resources
- Geology and Soils
- Greenhouse Gas Emissions
- Hazards and Hazardous Materials
- Hydrology/Water Quality
- Land Use and Planning
- Mineral Resources

- Noise
- Population and Housing
- Public Services
- Recreation
- Transportation/Traffic
- Utilities and Service Systems

Two rounds of review and comments on Administrative Drafts of the NOP/IS are anticipated. Upon DISTRICT approval of the NOP/IS, CONSULTANT will distribute copies via U.S. mail to affected agencies, the State Clearinghouse and interested parties. DISTRICT will provide a mailing list of addresses for interested parties that the DISTRICT wants to be notified about the Master Plan Update EIR. A maximum of 50 mailings is assumed. Required copies to the State Clearinghouse are included in the Deliverables listed below.

At some point during this task, CONSULTANT will confer with the DISTRICT's legal counsel to discuss any issues of concern raised by the CONSULTANT team, DISTRICT staff, or counsel.

Public and Agency Scoping Meetings

Following issuance of the NOP/IS but prior to the closing date for comments, two Scoping Meetings will be held at a location and time to be determined by DISTRICT staff. CONSULTANT will prepare meeting materials, as appropriate, attend the meetings, participate in the running of the meetings, and provide a summary of meetings' results.

Discussions with Other Participants

In this phase, and throughout the project, CONSULTANT staff will meet as appropriate with local and adjacent community and government agency representatives, college administrators, master planners, and other consultants contracted with the DISTRICT.

Task 2 Meetings	
No.	Type
1	Team meeting
2	Scoping meetings
3	Meetings with local agencies and community members
As needed	Regular communication via telephone and email, as required

Task 2 Deliverables		
No.	Format	Description
1	PDF/Word	Administrative Draft NOP/IS
3	CD	Draft NOP/IS
50	CD	Final NOP/IS
15	Printed	
1	PDF/Word	Summary of scoping meeting comments
1	CD	Presentation summarizing the NOP and EIR process

Task 3 Administrative Draft EIR

Review of District-provided Technical Studies

If applicable, the CONSULTANT team will review any technical documents, reports, or studies provided by the DISTRICT or other consultants already under contract with the DISTRICT. As appropriate, CONSULTANT will provide comments on the usability of these reports as supporting studies for the EIR.

Preparation of New Technical Studies

Based on CONSULTANTS knowledge of the campuses' built environments, the requirements of a Program EIR and our experience with similar projects, we can expect the Master Plan EIR will require only a limited number of technical studies to address the future growth and development that is assumed in the plan. For example, because Saddleback College and IVC have built on most of the available land at each campus, there is little, if any potential for impacts to biological or cultural and paleontological resources. Therefore, this proposal includes only a limited-scope review of general biological, cultural and paleontological conditions via site walks and biological, cultural and paleontological record searches. Brief reports will be prepared with their findings, which will provide support needed in the related EIR sections. Because air quality, climate change and traffic impacts are the critical environmental issues associated with future planned growth, this proposal assumes more extensive analyses will be completed for these issue areas as described in more detail below.

At this time, no hazards or hazardous materials report is proposed as the DISTRICT has owned the campus for decades and developed the majority of the campuses. However, for CEQA purposes a reference is needed to claim that no hazards exist on a site. CONSULTANT has used Environmental Data Resources (EDR) reports as a reasonable but reliable source for analyzing potential hazardous uses onsite if no information is available or provided by the client. If the DISTRICT does not have recent reports on file, CONSULTANT will order them at an estimated cost of approximately \$3,000 (total for both campuses not included in the cost proposal due to unknown campus records).

Because of Saddleback College's topography and the potential presence of sensitive biological habitats in adjacent areas, it is likely that some geotechnical and biological analysis will be required. This is primarily for potential development of a campus loop road, as depicted in the *2006 Facilities Master Plan*. It is our understanding that DISTRICT is currently preparing technical documentation for this loop road. We anticipate being able to use these geotechnical and biological studies in the Master Plan EIR. If that is the case, no additional technical studies are likely to be required. Similarly, CONSULTANT will use

any technical studies that are prepared as part of the IVC Barranca Parkway Access Road project that CONSULTANT is currently managing.

Overall, the number of new studies required is limited because the Master Plan is expected to include redevelopment of existing developed sites rather than new development on natural lands.

Following is a summary of the scope of work for the five technical studies incorporated in this proposal. Draft technical studies will be provided to DISTRICT for review and comment in PDF format. One review by DISTRICT is assumed for each study.

Traffic Analysis

Upon receiving the notice to proceed and receiving the available Master Plan Update documents, CONSULTANT and Austin Foust Associates (AFA) will prepare preliminary traffic generation analyses pursuant to CEQA requirements and compare these traffic numbers to surrounding cities' traffic models and assumptions, as well as the regional traffic model (Southern California Association of Governments) to determine if any inconsistencies exist. If the traffic models are largely consistent with the Master Plan Updates' preliminary traffic generation numbers, AFA proposes to evaluate each project included in the Master Plan by developing a peak period traffic flow simulation model to test and quantitatively evaluate each alternative. This Master-Plan evaluation will provide quantified results which will be compared with accepted traffic environmental thresholds to determine if any significant impacts are to be expected. If so, suitable mitigation will be identified and evaluated again through use of the traffic simulation model. Inconsistencies with the cities or SCAGs traffic models may require additional an expanded traffic analysis. CONSULTANT will notify DISTRICT immediately if this is the case.

This analysis will be summarized in a traffic impact analysis report addressing the potential impacts associated with the Master Plan update. The report will be incorporated in the EIR technical appendix.

Air Quality and Climate Change Analyses

Urban Crossroads will develop air quality and climate change analyses consistent with CEQA requirements by:

- Examining the nature and duration of construction activity, evaluating the resulting emissions, and determining the significance of these impacts to local sensitive receptors using applicable standards;
- Analyzing operational emissions for the proposed project, based upon trip generation projections provided as part of the traffic study;
- Calculating carbon-dioxide equivalent emissions resulting from construction and operation of Master Plan projects; and
- Providing mitigation measures that reduce the severity of identified impacts.

This analysis will be summarized in an air quality and climate change impact analysis report addressing the potential impacts associated with the Master Plan update. The report will be incorporated in the EIR technical appendix.

Noise Analysis

Completion of a noise analysis by Giroux and Associates (G&A) pursuant to CEQA requirements will require the following steps:

- Performing of limited on-site ambient noise monitoring at representative campus locations;
- Preparation of a no-project versus with-project mobile noise impact comparison, including any viable project alternative development scenarios;
- Identification of specific locations where mobile source noise impacts may impede the learning environment;
- Evaluation of stationary noise impacts from temporary on-site construction noise sources;
- Identification of possible recreational or athletic activity noise impacts; and
- Development of a noise impact mitigation plan for any predicted noise impacts that may exceed target noise exposure limits.

This analysis will be summarized in a noise impact analysis report addressing the potential impacts associated with the Master Plan update. The report will be incorporated in the EIR technical appendix.

Cultural & Paleontological Resources Analysis

BCR Consulting's cultural resources analysis will begin with a records search through the California Historical Resources Information System. This will be followed by a field survey of the proposed project sites. A Sacred Land File Search will be conducted, including project scoping with appropriate American Indian tribes, as determined by the Native American Heritage Commission. Information obtained will be compiled into a report, which will also provide recommendations to minimize impacts to potential cultural resources.

In addition to the cultural resources analysis, BCR will complete a paleontological resources overview. This will include a review of geological and paleontological maps and reports to reveal any known vertebrate fossil localities or sensitivity within or adjacent to the project sites.

These analyses will be summarized in the appropriate EIR sections pursuant to CEQA requirements to address the potential impacts associated with the Master Plan update. The analyses will be incorporated in the EIR technical appendix.

Biological Resources Analysis

Glenn Lukos Associates (GLA) will conduct a biological/regulatory constraints analysis for the project site. This will involve:

- Reviewing existing maps, documents and correspondence related to the proposed project, and determining what new information is required.
- Reviewing appropriate databases for evidence of sensitive species near the site.
- Conducting a field evaluation of Army Corps of Engineers and California Department of Fish and Game jurisdictional boundaries for the campuses.
- Reconnaissance of the site to determine if any sensitive species are likely to occur onsite.
- Preparing a letter documenting the extent of potential jurisdictional areas, assessing wetland-related biological resources, and discussing permitting strategies. The letter report will also include the results of the database review, soil map review, and site survey. Any sensitive species and/or communities identified on site or with the potential to occur on the property will be discussed, and recommendations for additional focused surveys will be provided if it is determined that such surveys are warranted.

These analyses will be summarized in the appropriate EIR sections pursuant to CEQA requirements to address the potential impacts associated with the Master Plan update. The analyses will be incorporated in the EIR technical appendix.

Preparation of 1st and 2nd Administrative Draft EIRs

The CONSULTANT team will use information from the NOP/IS and scoping process, including any comments received from the state, other jurisdictions, and the public, to focus the analysis on those issues identified as potentially significant and of general concern. The CONSULTANT team will use and incorporate by reference, to the maximum extent feasible, existing information identified in Task 1.

The CONSULTANT team will prepare a 1st Administrative Draft EIR for review by DISTRICT staff. The 1st Administrative Draft EIR will include all CEQA-required sections based on the analysis in the NOP/IS. Development of the 1st Administrative Draft EIR begins following the review and approval of technical studies by the DISTRICT. This may occur during the NOP process, and it may be possible to submit draft sections of the document to the DISTRICT before the entire document is complete to expedite review, if necessary to meet the project schedule.

The Administrative Draft EIR will focus on key environmental issues and identify why some environmental issues were “scoped out” by the NOP/IS. Refinements to the specific work program for addressing environmental issue areas will be developed in coordination with DISTRICT staff. The impact analysis developed by the CONSULTANT team will treat impacts at a program level. The methodology and criteria used for determining the impacts of the project will be explicitly and clearly described in the EIR, including any

assumptions, models, or modeling techniques used in the analysis. The level of significance of the impact will be stated and a determination will be made as to whether it is less than significant, potentially significant, or significant and unavoidable. The extent to which the proposed mitigation measures will reduce the level of significance of the identified impact will also be explicitly stated. Where significant or potentially significant impacts are identified in the Administrative Draft EIR, practicable mitigation measures will be formulated. At the end of the impact sections, conclusions will be drawn regarding the availability and feasibility of mitigation measures. Exhibits and graphics will be used to describe, evaluate, and analyze information within the document.

The precise format of the EIR will be determined through a collaborative effort of the CONSULTANT team and the DISTRICT, but will generally use the following outline:

Chapter 1: Executive Summary. The executive summary section includes a summary of the pertinent project issues and briefly describes the impacts and mitigation measures. The executive summary will also include a brief description of the alternatives to the proposed project. A summary table will be provided consisting of a matrix of impacts and corresponding mitigation measures, including levels of significance of impacts before and after mitigation.

Chapter 2: Introduction. The introduction section provides a discussion of the purpose and authority of the EIR, organization of the document, identification of the DISTRICT as the lead agency and listing responsible and trustee agencies, and other general information on the project.

Chapter 3: Project Description. The project description section will be developed in coordination with DISTRICT staff and include regional and vicinity location maps, site features, a description of ownership, jurisdictional boundaries, project phasing, a discussion of required entitlements, and an overview of cumulative impacts.

A statement of project objectives is also included in the Project Description. Project objectives identify the underlying purpose of the proposed project. The statement of project objectives helps a lead agency develop a reasonable range of alternatives to evaluate in an EIR and aids in the preparation of Findings of Fact and a Statement of Overriding Considerations, if necessary. The Project Description should be complete by the end of Task 1; however, minor changes may be made during EIR preparation.

Chapter 4: Environmental Setting, Impacts, and Mitigation Measures. The environmental setting section includes an overview of the general setting of the environment in the vicinity of the project site and identifies the related projects used in the cumulative impacts analysis. The impacts and mitigation measures part of this chapter includes an analysis of the topical environmental issue areas. It will be the goal of the project team to minimize the number of environmental impacts considered significant by collaborating with the Master Plan preparation team to reduce impacts through project design. For each significant adverse impact that remains, CEQA requires that an EIR

discuss feasible mitigation measures to avoid or substantially reduce the project's significant adverse environmental effect. Drafting effective mitigation measures involves clearly explaining the mitigation measure's objectives and implementation — specifically, how the mitigation measure will be put into action, who is responsible for its implementation, where it will occur, and when it will occur. Many adverse project-related impacts may be mitigated by Standard Conditions of Approval and Best Management Practices. This type of mitigation will be identified separately from project-specific mitigation measures identified in the EIR.

Each environmental issue will include the following sub-sections:

- An **Introduction** identifying the primary documents used in the preparation of the section and any other pertinent information.
- An **Existing Conditions** section identifies and describes the existing physical environmental conditions that exist at the time the Notice of Preparation is published, and which constitutes the baseline physical conditions that assist in determining the significance of an impact.
- A listing of **Thresholds of Significance**, as adopted by the DISTRICT.
- **Project Impacts** describes environmental changes to the existing physical conditions that may occur if the proposed project is implemented and evaluates these changes with respect to the thresholds of significance. In addition, this section would include any Project Design Features proposed to reduce potentially significant impacts.
- **Cumulative Impacts** describes the potential changes in the environmental conditions that result from the incremental impact of the proposed project added to closely related past, present, and probable future projects.
- **Mitigation Measures** are those specific measures that may be required of the project by the Lead Agency in order to: 1) avoid an impact; 2) minimize an impact; 3) rectify an impact by restoration; 4) reduce or eliminate an impact over time by preservation and maintenance operations; or 5) compensate for the impact by replacing or providing substitute resources.
- **Level of Significance after Mitigation** describes the level of impact significance remaining after mitigation measures have been implemented.

Chapter 5: Consequences of Project Implementation. This chapter summarizes those environmental effects that are found to be less-than-significant and those which are deemed significant and unavoidable. This section also includes other EIR sections mandated by CEQA, including a discussion of irreversible impacts, significant cumulative impacts, and growth inducement resulting from the project.

Chapter 6: Alternatives. The project alternatives section includes a range of alternatives to be analyzed that meet project objectives; are feasible on an economic, legal, and regulatory basis; and would avoid or substantially lessen at least one significant impact of the project. Typically at least two project alternatives are analyzed in addition to the “No Project” alternative. The CONSULTANT team has estimated analysis of two alternatives in addition to the “No Project” alternative in the Administrative Draft EIR. These alternatives would be developed as part of the preparation of the Administrative Draft EIR. The Administrative Draft EIR will include a discussion of the environmental impacts associated with each alternative and compare the impacts with those identified for the proposed project. In addition, a summary matrix that presents and contrasts the environmental effects of each alternative as compared to the proposed project will be prepared.

Chapter 7: Responses to Comments. This section will be completed following public review of the Draft EIR and the receipt of comments.

Chapter 8: Organizations and Persons Consulted. This section lists the organizations and persons consulted during the preparation of the EIR.

Chapter 9: List of Preparers. The report preparation section lists the individuals that contributed to the preparation of the EIR.

Chapter 10: Bibliography. This chapter will include a list of the references cited in the body of the EIR, organized by chapter.

Chapter 11: Acronyms and Abbreviations. This chapter will include a list of the acronyms and abbreviations used throughout the EIR.

Technical Appendix. The technical appendix will include the IS/NOP and the technical studies used in the preparation of the EIR. This may be included as one or more separate volumes.

Subsequent to the DISTRICT’s review of the 1st Administrative Draft EIR, the CONSULTANT team will prepare a 2nd Administrative Draft EIR for submittal. We assume that changes will be minimal due to early consultation with the DISTRICT, and previous approval of technical reports by DISTRICT personnel. Subsequent to review by DISTRICT staff of the 2nd Administrative Draft EIR, the CONSULTANT team will prepare the Draft EIR which incorporates final comments as described in Task 4 below.

Task 3 Meetings

No.	Type
As needed	Regular communication via telephone and email, as required

Task 3 Deliverables

No.	Format	Description
1	PDF/Word	Technical Studies

1	PDF/Word	1 st Administrative Draft EIR
1	PDF/Word	2 nd Administrative Draft EIR
5	Printed/bound	Pre-distribution sample prints of Draft EIR

Task 4 Draft EIR

CONSULTANT will incorporate modifications to the 2nd Administrative Draft EIR based on the specific comments received from the DISTRICT and prepare a Draft EIR for public review. Exhibits and graphics will be used to describe, evaluate, and analyze information within the document.

Prior to release of the Draft, CONSULTANT will confer with the DISTRICT's legal counsel to discuss any issues of concern raised by the CONSULTANT team, DISTRICT staff, or counsel.

CONSULTANT will present the Draft EIR during public meetings at the Saddleback and IVC campuses. CONSULTANT will prepare meeting materials, attend the meetings, participate in the running of the meetings, and provide a summary of meetings' results.

CONSULTANT will provide notice of the meetings in the Notice of Availability (NOA)/Notice of Completion (NOC). CONSULTANT will prepare a NOA/NOC, and send copies of the Draft EIR and NOA/NOC to the State Clearinghouse (SCH) and all applicable agencies for review and comment. The submission to the SCH will consist of 15 hard copies of the executive summary and 15 CDs of the entire document. Other copies will be provided to DISTRICT staff.

Task 4 Meetings

No.	Type
As needed	Regular communication via telephone and email, as required
2	Draft EIR Public Meetings

Task 4 Deliverables

No.	Format	Description
20	CD	Draft EIR (15 to SCH, 5 to DISTRICT)
5	Printed/bound	Draft EIR (to DISTRICT)
15	Printed/bound	Executive Summary (to SCH)
1	CD	Presentation summarizing the Draft EIR

Task 5 Administrative Draft of Responses to Comments

In collaboration with DISTRICT staff, CONSULTANT will establish a standard format for responses to comments. As comments arrive, CONSULTANT staff will provide adequate

and complete responses to each issue of concern. Regular communication will occur with DISTRICT staff to ensure that responses are accurate and thorough. Once the comment period has closed, CONSULTANT will finalize the Responses to Comments section and submit an Administrative Draft to the DISTRICT for review.

During the responses to comments process, CONSULTANT will confer with the DISTRICT's legal counsel to ensure all comments are properly handled with complete, legally adequate responses. This will minimize the risk of litigation resulting from improperly addressed comments.

Task 5 Meetings

No.	Type
As needed	Regular communication via telephone and email, as required

Task 5 Deliverables

No.	Format	Description
1	PDF/Word	Administrative Draft Responses to Comments
5	Printed/bound	Administrative Draft Responses to Comments

Task 6 Final EIR

After the close of the public review and comment period, the CONSULTANT team will prepare an Administrative Final EIR, which will be comprised of the Draft EIR, comments on the Draft EIR, responses to all comments on the Draft EIR, and findings (see Task 8 for additional information on Findings). Based on DISTRICT comments to the Administrative Draft Responses to Comments completed in Task 5, CONSULTANT will finalize the Responses to Comments section. This task includes two rounds of DISTRICT review, followed by a pre-distribution sample print. These DISTRICT review prints will consist of only the Responses to Comments and Findings, as the Draft EIR will have already been submitted as part of a prior task.

This proposal assumes that comments received will not raise issues that were not addressed in the Draft EIR, or that a new survey, additional modeling, or new technical studies will be required to complete adequate responses. Should this not be the case, the CONSULTANT team will initiate discussion immediately with DISTRICT staff to receive direction about conducting this extra work.

Copies of the Final EIR will be prepared for distribution in accordance with DISTRICT requirements. It is assumed that 4 printed copies and 40 CD versions of the Final EIR will be required.

Task 6 Meetings

No.	Type
As needed	Regular communication via telephone and email, as required

Task 6 Deliverables

No.	Format	Description
5	CD	1 st Administrative Final EIR (Responses to Comments and Findings only)
5	CD	2 nd Administrative Final EIR (Responses to Comments and Findings only)
3	Printed/bound	Pre-distribution sample prints of Final EIR (Responses to Comments and Findings only)
4	Printed/bound	Final EIR, including MMRP (see Task 7)
40	CD	Final EIR, including MMRP (see Task 7)

Task 7 MMRP

This task involves preparation of a Mitigation Monitoring and Reporting Program for the project. The MMRP may use a DISTRICT-preferred format, or one to be suggested by CONSULTANT. One draft of the MMRP will be submitted to the DISTRICT. Based on DISTRICT comments, CONSULTANT will update the document to its final form. Copies of the MMRP will be submitted with the Final EIR in accordance with DISTRICT requirements. It is assumed that 4 printed copies and 40 CD versions of the MMRP will be required.

Task 7 Meetings

No.	Type
As needed	Regular communication via telephone and email, as required

Task 7 Deliverables

No.	Format	Description
1	PDF/Word	Administrative Draft MMRP
4	Printed/bound	Final MMRP, included with Final EIR (see Task 6)
40	CD	Final MMRP, included with Final EIR (see Task 6)

Task 8 Prepare Findings & Board of Trustees Hearing Materials

Task 9 Prepare Final Notices and Project Resolutions

Tasks 8 and 9 are closely related and will occur at the end of the EIR process. CONSULTANT will prepare drafts of project resolutions, findings, and a Statement of Overriding Considerations (if necessary) for review by DISTRICT staff. Based on staff comments, final drafts of these documents will be prepared for consideration by the

Board of Trustees during a public hearing when the EIR is considered for certification. These will be provided to the DISTRICT in paper and digital formats for ease of reproduction and searching.

Findings

Pursuant to Sections 15091 and 15093 of the CEQA Guidelines (and in consultation with the DISTRICT’s legal counsel), the CONSULTANT team will draft the Findings of Fact for the proposed project, if deemed necessary, through the preparation of the EIR. For each significant effect identified in the EIR, the Findings of Fact will identify:

- Measures incorporated into the project that will avoid or substantially diminish the effect;
- A statement that the DISTRICT lacks jurisdiction to make the changes, but that another agency does have the authority; or
- Legal, economic, social, technological or other considerations that make the mitigation measures or project alternatives identified in the EIR infeasible.

A Statement of Overriding Considerations will be prepared if the Final EIR identifies significant, unavoidable impacts for the selected project that the DISTRICT determines would be acceptable in light of the overall benefits of the project.

The CONSULTANT team will use a Findings and Overrides format approved by the DISTRICT and will submit the draft prior to the final hearing on the Final EIR.

Board of Trustees Hearing

CONSULTANT staff will attend a public hearing before the Board of Trustees to present the EIR and be available for questions at the hearing.

Final Notices

Following certification of the EIR, CONSULTANT will prepare a Notice of Determination for submission to the State Clearinghouse.

Tasks 8 & 9 Meetings

No.	Type
1	Board of Trustees Hearing
As needed	Regular communication via telephone and email, as required

Tasks 8 & 9 Deliverables

No.	Format	Description
1	PDF/Word	Administrative Draft Findings and Resolutions
3	Printed/bound	Final Findings and Resolutions
5	CD	

Information to be provided by DISTRICT

Because CONSULTANT has been working with the DISTRICT for a number of years now, we are very familiar with the DISTRICT's filing and records management systems. CONSULTANT has obtained most of the DISTRICT's relevant documentation from prior actions on the campuses, including the 2006 Master Plan. Going forward however, CONSULTANT will need the following information to assist with the environmental review process:

1. Progress and Final digital and hard copy versions of the updated SOCCCD Master Plan, including all appendices.
2. Environmental documents and technical studies for campus projects completed in recent years or currently in planning stages, including:
 - a. Saddleback College Loop Road
 - b. IVC Performing Arts Center
 - c. IVC Business Sciences and Innovation Center

EXHIBIT "B" CRITERIA AND BILLING FOR EXTRA WORK

A. The following extra services to this Agreement shall be performed by CONSULTANT if needed and requested by the DISTRICT.

1. Making revisions in documents when such revisions are:

- a. Inconsistent with approvals or instructions previously given by the DISTRICT.
- b. Required by the enactment or revisions of codes, laws or regulations subsequent to the preparations of such documents.
- c. Due to changes required as a result of the DISTRICT'S failure to respond to a written request from the CONSULTANT within a reasonable time, as requested by CONSULTANT.
- d. Required by adjoining cities or commentors to address unexpected issues not considered in the scope of work described in Exhibit A.

B. The following rates which include overhead, administrative cost and profit shall be utilized in arriving at the fee for extra services. The sub-consultant hourly rates as shown below include a 10% administration fee/mark-up fee. The hourly rates reflected below shall be effective as of the date of execution of this Contract and shall be revised each twelve (12) months; thereafter based upon changes in the Consumer Price Index for the previous twelve month period, using the CPI for the geographical area of the CONSULTANT and each sub-consultant involved in the PROJECT.

Consultant Services **Fee Per Hour**

Principal I Engineers \$175/hr

Founding Principal \$175/hr

Principal I \$165/hr

Principal II \$145/hr

SR Associate - Engineer \$135/hr

Sr. Associate \$125/hr

Associate \$105/hr

Professional Staff \$ 95/hr

Professional Support \$ 85/hr

Staff \$ 75/hr

Staff Support \$ 50/hr

Sub-Consultant Services**

Austin-Foust Associates, Inc.

Title	Hourly Rate
Principal Traffic Engineer	\$185
Associate	\$160
Technical/Clerical	\$90

BCR Consulting

Title	Hourly Rate
Principal Investigator	\$ 85
Project Manager	\$ 70
Field Archaeologist/Monitor	\$ 40
Field Paleontologist/Monitor	\$ 40
Historian/Researcher	\$ 40
Graphics	\$ 45
Word Processing	\$ 40
Production	\$ 40
Principal Investigator	\$ 85

Giroux and Associates

Title	Hourly Rate
Senior Analyst/Project Manager	\$ 110
Associate Planner/Programmer	\$ 65
Administrative Assistant	\$ 45
Data/Field Technician	\$ 40

Glenn Lukos Associates

Title	Hourly Rate
Principal-in-Charge	\$210
Senior Project Manager	\$165
Senior Habitat Restoration Specialist	\$105
Project Manager	\$105-85
Habitat Restoration Specialist	\$105-85
Assistant Project Manager	\$85-55
Field Assistant	\$60
GIS Technician	\$85-65
Clerical	\$40

Urban Crossroads, Inc.

Title	Hourly Rate
Senior Principal	\$150-185
Principal	\$140-175
Associate Principal	\$125-160
Senior Associate	\$110-145
Associate	\$100-135
Senior Analyst	\$85-120
Analyst	\$70-105
Assistant Analyst	\$50-85
Senior Technician	\$55-90
Technician	\$45-80
Assistant Technician	\$35-70
Administrative Manager	\$75-110
Administrative Supervisor	\$60-95
Administrative Assistant	\$45-80

** Indicates 10% administrative mark-up has been applied

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: 2012-2013 Academic Calendar
ACTION: Approval

BACKGROUND

Annually the South Orange County Community College District Academic Calendar Committee convenes to review the development of the academic calendar. During the 2010-2011 academic year, representatives from the governance groups studied calendar options for 2012-2013.

The District Academic Calendar Committee met on November 11, 2010, to consider calendar proposals for 2012-2013. After considerable debate, the committee failed to reach consensus on a calendar proposal. Vice Presidents Busché and Justice and Vice Chancellor Bramucci, the chair of the District Academic Calendar Committee, finalized a calendar proposal after discussions with the Academic Senate leadership and calendar committee members. On February 14, 2011, the District Academic Calendar Committee voted to approve the proposed calendar, which is presented as Exhibit A. On February 28, 2011, the Board of Trustees accepted for review and study the proposed 2012-2013 Academic Calendar.

STATUS

The proposed 2012-2013 Academic Calendar meets Education Code requirements, accounts for holidays mandated by the California Community College Chancellor's Office (Exhibit B), and includes classified staff holidays in compliance with Article 10 of the California School Employees Association (CSEA) contract and Article 9 of the Police Officers Association Master Agreement.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the proposed Academic Calendar for 2012-2013 (Exhibit A).



ACADEMIC CALENDAR 2012 – 2013

FALL SEMESTER 2012

AUGUST 2012						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	*20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER 2012						
S	M	T	W	T	F	S
						1
2	*3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

OCTOBER 2012						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	*15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER 2012						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	*12	13	14	15	16	17
18	19	20	21	*22	*23	24
25	26	27	28	29	30	

DECEMBER 2012						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	*21	22
23	*24	*25	*26	*27	*28	29
30	*31					

SUMMER SESSION 2013

MAY 2013						
S	M	T	W	T	F	S
26	*27	28	29	30	31	

JUNE 2013						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JULY 2013						
S	M	T	W	T	F	S
	1	2	3	*4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST 2013						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10

SPRING SEMESTER 2013

JANUARY 2013						
S	M	T	W	T	F	S
		*1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	*21	*22	23	24	25	26
27	28	29	30	31		

FEBRUARY 2013						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	*15	16
17	*18	19	20	21	22	23
24	25	26	27	28		

MARCH 2013						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	*22	23
24	*25	26	27	28	29	30
31						

APRIL 2013						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY 2013						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	*24	25

LEGEND					
	Classes Not in Session		Saturday Classes Meet		Holidays for Classified and 12-Month Employees
	Staff Development Days		Instructional Days		Start of 8-Week Session
	Sunday Classes Meet		Faculty Contractual Days/Classes Not in Session		SC Commencement IVC Commencement
	Saturday Instructional Days				

Each college may develop a special final exam schedule during the last week of each term.

Vision. To be an educational leader in a changing world.

Mission. To provide a dynamic learning environment and diverse opportunities fostering student success and contributing to the community.

SADDLEBACK COLLEGE • IRVINE VALLEY COLLEGE
ACADEMIC CALENDAR 2012-2013

FALL SEMESTER 2012

- August 13-17 (Monday-Friday) Staff Development Days
- August 20 (Monday)..... Instruction Begins
- * August 20-October 14 (Monday-Sunday) 8-Week Session
- September 3 (Monday) Labor Day — Holiday
- * October 15-December 19 (Monday-Wednesday) 8-Week Session
- November 12 (Monday) Veterans Day — Holiday
- November 21 (Wednesday) Faculty Contractual Day/Classes Not in Session
- November 22-23 (Thursday/Friday) Thanksgiving — Holiday
- December 20-January 1 (Thursday-Tuesday) Classes Not in Session
- December 21-January 1 (Friday-Tuesday) District/Colleges Closed

SPRING SEMESTER 2013

- January 2 (Monday) New Year's Day Holiday
- January 14 (Monday) Faculty Contractual Day/Classes Not in Session
- January 15-18 (Tuesday-Friday) Staff Development Days
- January 22 (Tuesday) Instruction Begins
- * January 15-March 16 (Tuesday-Saturday) 8-Week Session
- January 21 (Monday) Martin Luther King, Jr. — Holiday
- February 15 (Friday) Lincoln's Day — Holiday
- February 18 (Monday) Presidents' Day — Holiday
- March 17-23 (Sunday-Saturday) Spring Break/Classes Not in Session
- March 22 (Friday) Friday of Spring Break — Holiday
- * March 25- May 23 (Monday-Wednesday) 8-Week Session
- May 24 (Friday) Faculty Contractual Day/Classes Not in Session
- † May 24 (Friday) Irvine Valley College/Saddleback College Commencements

SUMMER SESSION 2013

- May 28-Aug 9 (Tuesday-Friday) Summer Session
- May 27 (Monday) Memorial Day — Holiday
- July 4 (Thursday) Fourth of July — Holiday

*Summer 2013 start dates and session lengths may vary
 see college online schedules for more information*

STATE OF CALIFORNIA

JACK SCOTT, CHANCELLOR

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

1102 Q STREET
SACRAMENTO, CA 95811-6549
(916) 445-8752
[HTTP://WWW.CCCCO.EDU](http://www.cccco.edu)



October 15, 2009

TO: District Superintendent/President

FROM: Chris Yatooma, Administrator
State Apportionment Process & System Budget Development

SUBJECT: Mandated Holidays for Fiscal Years 2009-10, 2010-11, 2011-12, and 2012-13

Synopsis: A list of the official academic holidays, as specified by Education Code Section 79020, is provided for convenience in establishing your future academic calendars. Included are the mandated holiday dates for fiscal years 2009-10, 2010-11, 2011-12, and 2012-13 based on the current statute (ECS 79020).

Fiscal Year 2009-10

July 3, 2009	(Friday)	Independence Day (Observance)
September 7, 2009	(Monday)	Labor Day
November 9, 11, or 13, 2009	(Monday, Wed. or Friday)	Veterans Day
November 26, 2009	(Thursday)	Thanksgiving Day
December 25, 2009	(Friday)	Christmas
January 1, 2010	(Friday)	New Year's Day
January 18, 2010	(Monday)	Dr. Martin Luther King, Jr. Day
February 12, 2010	(Friday)	Lincoln Day
February 15, 2010	(Monday)	Washington Day
May 31, 2010	(Monday)	Memorial Day

A college MAY close on March 31, known as "Cesar Chavez Day," and the fourth Friday in September, known as "Native American Day," if the governing board of the district agrees to close the college for that purpose. The district shall continue to maintain the minimum required 175 days of instruction.

If the district does not close for "Cesar Chavez Day" or "Native American Day," appropriate observances should be held in commemoration.

(Continued)

District Superintendent/President (Continued)

-2-

October 15, 2009

Fiscal Year 2010-11

July 5, 2010	(Monday)	Independence Day (Observance)
September 6, 2010	(Monday)	Labor Day
November 11 or 12, 2010	(Thursday or Friday)	Veterans Day
November 25, 2010	(Thursday)	Thanksgiving Day
December 24, 2010	(Friday)	Christmas (Observance)
December 31, 2010	(Friday)	New Year's Day (Observance)
January 17, 2011	(Monday)	Dr. Martin Luther King, Jr. Day
February 11 or 18, 2011	(Friday or Friday)	Lincoln Day (Observance)
February 21, 2011	(Monday)	Washington Day
May 30, 2011	(Monday)	Memorial Day

Fiscal Year 2011-12

July 4, 2011	(Monday)	Independence Day
September 5, 2011	(Monday)	Labor Day
November 11, 2011	(Friday)	Veterans Day
November 24, 2011	(Thursday)	Thanksgiving Day
December 26, 2011	(Monday)	Christmas (Observance)
January 2, 2012	(Monday)	New Year's Day (Observance)
January 16, 2012	(Monday)	Dr. Martin Luther King, Jr. Day
February 10, 13, 14, or 17, 2012	(Friday, Monday, Tuesday, or Friday)	Lincoln Day
February 20, 2012	(Monday)	Washington Day
May 28, 2012	(Monday)	Memorial Day

Fiscal Year 2012-13

July 4, 2012	(Wednesday)	Independence Day
September 3, 2012	(Monday)	Labor Day
November 12, 2012	(Monday)	Veterans Day (Observance)
November 22, 2012	(Thursday)	Thanksgiving Day
December 25, 2012	(Tuesday)	Christmas
January 1, 2013	(Tuesday)	New Year's Day
January 21, 2013	(Monday)	Dr. Martin Luther King, Jr. Day
February 8, 11, 12, or 15, 2013	(Friday, Monday, Tuesday, or Friday)	Lincoln Day
February 18, 2013	(Monday)	Washington Day
May 27, 2013	(Monday)	Memorial Day

Action/Date Requested: Information**Contact:** For holiday or academic calendar configuration questions, call Elias Regalado, Fiscal Services, at (916) 445-1165 or e-mail at eregalad@cccco.edu.

cc: District/College Chief Business Officer
 Chief Instructional Officer
 Dean of Admissions and Records, Registrar
 Chief Information System Officer
 Erik Skinner
 Elias Regalado

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Trustees' Requests for Attending Conferences
ACTION: Approval

BACKGROUND

The Orange County Department of Education requires that all travel/mileage expenses claimed by Trustees for official college business be approved by the Board of Trustees as well as their requests to attend upcoming conferences and meetings.

STATUS

The official trips reported in Exhibit A require Board approval for payment by the County of Orange.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve/ratify the Trustees' requests for attending conference(s) as shown in Exhibit A.

TRUSTEE ATTENDANCE AT CONFERENCES AND MEETINGS

Trustees wishing to attend:

EVENT/LOCATION	DATE(s)*	ESTIMATED COST** (per person)	TRUSTEE REQUESTED ITEM:	TRUSTEE(S) ATTENDING
CCLC 2011 Annual Trustees Conference Hyatt Regency Monterey Monterey, CA	4/29 – 5/1/11 (3)	\$1,600.00	None	None

* The figure in parentheses is the estimated number of nights lodging

** The amount listed includes estimated airfare, lodging, meals, and other expenditures

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 5.18

DATE: 3/28/11

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 P11-03412 through P11-03788 amounting to \$1,148,302.01 are submitted to the Board of Trustees for approval. Confirming requisitions dated February 2, 2011 through March 1, 2011 totaling \$590,629.99 are also submitted.

RECOMMENDATION

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

Item Submitted By: *David Bugay, Ph.D., Acting Vice Chancellor, Business Services*

Includes P11-03412 - P11-03788

PO Number	Vendor Name	Site	Description	Account Amount
P11-03412	DEXON COMPUTER, INC.	.	FIBEROPTIC MODULE	4,795.00
P11-03413	SOCIETY OF AMERICAN ARCHIVISTS	.	Purchase archival books	269.76
P11-03414	WELLS FARGO #3317	.	CD for spring orchestra production	33.35
P11-03415	INTERSTATE ELECTRIC	.	Supplies for signmaking	320.82
P11-03416	VERNIER SOFTWARE	.	Spectrometers/Conductivity Probes	30,921.21
P11-03417	B & H PHOTO	.	Camera for the PAC	217.45
P11-03418	OCEANSIDE PHOTO & TELESCOPE	.	Telescope maintenance servicing	240.00
P11-03419	GARY L. VOGT AND ASSOCIATES	.	ATEP Appraisal	14,500.00
P11-03420	BHJ INC.	.	Automotive Supplies	54.04
P11-03421	J. HARMON CONSTRUCTION INC.	.	HS PIPE WORK	2,050.00
P11-03422	CCUPCA (CALIFORNIA COLLEGE & UNIV POLICE CHIEFS ASSOC)	.	CCUPCA-MEMBERSHIP FOR GLEN	100.00
P11-03423	IACP POLICY CENTER	.	IACP-MEMBERSHIP FOR GLEN	120.00
P11-03424	CONCORD MUSIC GROUP, INC	.	Music for jazz classes	22.54
P11-03425	WESTERN GRAPHICS PLUS, INC.	.	Marketing Materials for Career Cafe Project	22,067.19
P11-03426	THE LAURIA COMPANIES, INC. GRAPHIC EDGE	.	Design Career Cafe graphics/collateral items	5,000.00
P11-03427	B & H PHOTO	Bldg W/Com Arts	Bag for Audio equipment check out.	156.51
P11-03428	CRUCIAL TECHNOLOGY	.	Memory upgrade	42.62
P11-03429	BEST BUY GOV, LLC	.	VIDEO CAMERA FOR MLT PROGRAM	199.73
P11-03430	DICK'S SPORTING GOODS	.	Softball Team Supplies	284.88
P11-03431	HALO BRANDED SOLUTIONS, INC. AKA LEE WAYNE CORPORATION	.	CTE/High School Counselors Conference	279.69
P11-03432	CORNER BAKERY CAFE	.	Refreshment for Orientation Event	173.46
P11-03433	SCANTRON CORPORATION	.	* Scantron forms for instructor keys	84.98
P11-03434	DIRECT PAINTING & DECORATING INC.	.	VIL 3-8 EXTERIOR	54,940.00
P11-03435	HAITBRINK ASPHALT PAVING, INC.	.	REPAIR LOOP ROAD NEAR GOLF DRIVING RANGE	10,860.00
P11-03436	PROAIR CONSTRUCTION SVCS. INC.	.	FA PERFORMING ARTS A/C REPAIR	21,895.00
P11-03437	SJM INDUSTRIAL RADIO	.	RADIO EQUIPMENT	3,502.88
P11-03438	ORANGEWOOD CHILDREN'S FOUNDATION	.	Workshop Panelist	.00
P11-03439	LILIANN PEREZ-STROUD	.	Workshop Trainer	2,760.00
P11-03440	U.S. POSTAL SERVICE MISSION VIEJO POST OFFICE	.	STANDARD MAIL PERMIT #29	201.19
P11-03441	FISHER SCIENTIFIC	.	CHEMISTRY SUPPLIES	2,148.78
P11-03442	ORANGE COUNTY REGISTER	.	ADVERTISING	976.00
P11-03443	ORANGE COUNTY REGISTER	.	ADVERTISING - BID 9	1,680.00
P11-03444	ORANGE COUNTY REGISTER	.	ADVERTISING - BID 301	.00
P11-03445	ORANGE COUNTY REGISTER	.	ADVERTISING - BID 302	520.00
P11-03446	WELLS FARGO #3317	.	Pronunciation guides	53.06
P11-03447	HERTZ EQUIPMENT RENTAL	.	AERIAL PLATFORM	15,341.31
P11-03448	KEN'S SPORTING GOODS	.	Softball Class Supplies	103.09

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 12

Includes P11-03412 - P11-03788

PO Number	Vendor Name	Site	Description	Account Amount
P11-03449	W. W. GRAINGER		UTILITY DRAWER	144.10
P11-03450	RIO GRANDE ALBUQUERQUE		JEWELRY MAKING SUPPLIES	1,111.17
P11-03451	RIVERSIDE PUBLISHING		Nelson-Denny Reading Test, Form H	531.14
P11-03452	HAITBRINK ASPHALT PAVING, INC.		RAMP AT GROUNDSYARD	1,950.00
P11-03453	COOK EQUIPMENT COMPANY		FORKLIFT REPAIR PARTS	1,343.68
P11-03454	SUN BADGE COMPANY		BADGES	508.26
P11-03455	CCCMVCA % TOM PESTOLESI, TREASURER		CCCMVCA 2011 Membership/IVC M.Volleyball	125.00
P11-03456	WAXIE SANITARY SUPPLY		Lab Supplies	215.41
P11-03457	SARGENT-WELCH LLC VWR INTERNATIONAL COMPANY		CHEMISTRY SUPPLIES	1,422.89
P11-03458	VWR INTERNATIONAL, INC.		CHEMISTRY SUPPLIES	942.99
P11-03459	SPECTRUM LABORATORY PRODUCTS		CHEMISTRY SUPPLIES	1,312.83
P11-03460	EVENTS		Classified Staff Dev. Day 2011	8,500.00
P11-03461	XPEDX	SC WAREHOUSE	REPLENISH	1,133.78
P11-03462	BLUEPALM ART CULTURE EDUCATION		Guest Speakers	1,000.00
P11-03463	SCHOOLS FIRST FCU ATTN: JO AN POIREL		Premium for Sabbatical Bonds	11,968.00
P11-03464	WELLS FARGO #3317		Purchase book for Learning Center/Bob Kopecky	19.49
P11-03465	ORIGIN PC CORP		RAPIDTECH NONINSTR SUPPL	28.44
P11-03466	C & H DISTRIBUTORS, INC.		Geology Field Trip Supplies	545.99
P11-03467	MILLENNIUM BUSINESS SERVICES		White #10 env w/windows-Trans Print both sides	1,000.50
P11-03468	WELLS FARGO #1598		Alere--Medical Test Kits	315.97
P11-03469	FISHER SCIENTIFIC		PHLEBOTOMY SUPPLIES	170.17
P11-03470	COASTLINE ROP		To Pay CROP Mentors	1,679.70
P11-03471	SHARON LANDIS		Trainer	1,920.00
P11-03472	ALSA CORPORATION		RAPIDTECH NONINSTR SUPPL	350.16
P11-03473	FLOOR TECH GROUP		REPAIR FLOOR - FLOODING B100	32,918.00
P11-03474	MARK IV COMMUNICATIONS, INC.		ADD DATA LINES A116, 117, 119 & 126-A100 PROJECT	10,881.56
P11-03475	PRECISION FLOOR COVERING		FLOORING FOR A 118,117 AND 119-A100 PROJECT	3,001.31
P11-03476	FOUNTAIN VALLEY PAINTS		Paint Equipment	2,559.41
P11-03477	ALLEN DISPLAY		Displays for PAC	567.73
P11-03478	SEHI PROCOMP COMPUTER PRODUCTS		Cartridge for an HP LaserJet 5SiMX printer	85.03
P11-03479	SEHI PROCOMP COMPUTER PRODUCTS		PRINTER FOR OFFICE	240.99
P11-03480	BUILD. ELECTRONIC CONT., INC.		FIRE MONITORING SYSTEM FOR ATEP	780.00
P11-03481	AYU TECHNOLOGY SOLUTIONS, LLC		AliveChat PRO+	1,000.00
P11-03482	BMI GENERAL LICENSING		BMI License Fees for District Music Use	8,432.44
P11-03483	B & H PHOTO		Supplies for astronomy	.00

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Includes P11-03412 - P11-03788

PO Number	Vendor Name	Site	Description	Account Amount
P11-03484	SEHI PROCOMP COMPUTER PRODUCTS	.	SCANNERS FOR HR	1,725.80
P11-03485	NEW YORKER FILMS	.	Screen Rental: French Film Festival Event	450.00
P11-03486	CESA	.	CESA-MEMBERSHIP FOR GLEN	195.00
P11-03487	WALKER BROTHERS MACHINERY MOVING, INC.	.	Equipment Moving Services	650.00
P11-03488	STANDRIDGE GRANITE CORP.	.	Calibration Services	244.69
P11-03489	AARDVARK CLAY AND SUPPLIES	.	ART SUPPLIES - MATERIAL FEES	224.68
P11-03490	AARDVARK CLAY AND SUPPLIES	.	ART SUPPLIES - Material Fees	213.04
P11-03491	DORA COLLADO	.	Grant funded conference Jan. 26-28 San Ramon	53.91
P11-03492	ESTA LEWIN	.	Grant funded conference Jan. 26-28 San Ramon	20.43
P11-03493	SHAWN OGIMACHI	.	Grant funded conference Jan. 26-28 San Ramon	71.20
P11-03494	ROB PETERS	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03495	DICK BLICK COMPANY	.	ART SUPPLIES - Material Fees	188.74
P11-03496	ANGELA TOS	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03497	WEST-LITE SUPPLY CO.	.	Photography Supplies	152.03
P11-03498	HERMIA YAM	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03499	JULIE PRESTON-SMITH	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03500	ULINE, INC.	.	Prescription Tape	153.63
P11-03501	LEANN WILLIAMS	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03502	DORIANN TRAN	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03503	PRISCILLA SANTOS	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03504	KIM LOPEZ	.	Grant funded conference Jan. 26-28 San Ramon	284.74
P11-03505	DEBBIE BACHMAN	.	Grant funded conference Jan. 26-28 San Ramon	78.03
P11-03506	RUTH ANN HANSEN	.	Grant funded conference Jan. 26-28 San Ramon	72.63
P11-03507	FATIMA JINNAH	.	Grant funded conference Jan. 26-28 San Ramon	47.12
P11-03508	MICHAEL REGAN	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03509	HELEN PIVK	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03510	CALIFORNIA PRESENTERS C/O RUTH ROSENBERG	.	Membership renewal	100.00
P11-03511	ARACELLI TRUJILLO	.	PRIDE Panelist	100.00
P11-03512	HOLLY MAGANA, PhD.	.	Workshop Trainer	120.00
P11-03513	JACQUELINE GOODE	.	Workshop Trainer	240.00
P11-03514	MEDCO SUPPLY COMPANY	.	Athletic Trainers Class Supplies	319.89
P11-03515	JACK MORONES	.	Contract Services	800.00

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Includes P11-03412 - P11-03788

PO Number	Vendor Name	Site	Description	Account Amount
P11-03516	LISA JANE GORE	.	Contract Services	1,000.00
P11-03517	SAFELITE AUTO GLASS CORP.	.	WINDSHIELD REPAIR IN VEHICLE #79	248.20
P11-03518	CULLIGAN WATER CONDITIONING	.	BLANKET PO FOR SOFT WATER SERVICE	.00
P11-03519	HAITBRINK ASPHALT PAVING, INC.	.	REPAIR ASPHALT @WATER LEAK AT FOOTBALL FIELD	2,680.00
P11-03520	ACTT	.	ESL Test Booklets and Materials	255.57
P11-03521	COLLEGE BOARD CUES SOFTWARE SERVICES	.	Companion Tests	950.00
P11-03522	LEARNINGTIMES, LLC.	.	Webinar - February 23, 2011 Innovator Spotlight	50.00
P11-03523	ULINE, INC.	.	CARDBOARD MAILERS	807.55
P11-03524	GISELLE M. SIMON	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03525	GREGORY JOHNSON	.	Grant funded conference Jan. 26-28 San Ramon	26.93
P11-03526	KIMBERLY CHRISTOFF MANSFIELD	.	Grant funded conference Jan. 26-28 San Ramon	107.10
P11-03527	BROOK FELLOWS OLIVER	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03528	CROWN VALLEY SELF STORAGE	.	Storage Unit for Cubicle Parts/IT Items	1,848.76
P11-03529	CONNIE AYALA	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03530	KONGMING MOUANOUTOUA	.	Grant funded conference Jan. 26-28 San Ramon	235.77
P11-03531	ADRIENNE PIERRE	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03532	HPL MÉCHANICAL CONTRACTOR, INC.	.	REPLACE GAS RISER FOR LRC	1,350.00
P11-03533	HOFFMAN SOUTHWEST CORPORATION DBA/ROTO Rooter	.	MAIN LINE CLEARED	195.00
P11-03534	PETE'S ROAD SERVICE SANTA ANA	.	BLANKET FOR EQUIPMENT REPAIRS	1,500.00
P11-03535	McKESSON GENERAL MEDICAL CORP	.	Medical Supplies	463.00
P11-03536	McKESSON GENERAL MEDICAL CORP	.	Medical Supplies	258.29
P11-03537	LOS SERRANOS GOLF COURSE	.	GOLF ROUNDS FOR GOLF TEAM	1,600.00
P11-03538	NU AGE DEVELOPMENT, INC.	.	REPAIR WALLS AND TREAT-FLOODING B100	13,500.00
P11-03539	HOLLYWOOD CAMERA WORK, LLC	.	Library DVDs per Elizabeth Horan request	366.18
P11-03541	BASIC MICRO	.	Electronics Supplies	.00
P11-03542	BOB PARRETT CONSTRUCTION	.	REPAIR MEN'S RESTROOM WALL IN BGS BLDG	28,508.00
P11-03543	COMMERCIAL ROOFING SYSTEMS, INC.	.	A/C PLATFORM	36,491.00
P11-03544	Photoshop CAFE	.	Spring 2011 - Instructional Supplies	118.73

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Includes P11-03412 - P11-03788

PO Number	Vendor Name	Site	Description	Account Amount
P11-03545	DELL MARKETING		Dell 1 year service contract	9,361.10
P11-03546	AMSTERDAM PRINTING & LITHO Attn: RICH O'BRIEN		Promo items for advertising	484.99
P11-03547	ORKIN EXTERMINATING, INC. ACURID		BEE REMOVAL FROM GYM	4,000.00
P11-03548	C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB		GEOTECHNICAL SERVICES	1,455.00
P11-03549	HELENE SHOTWELL		Workshop Trainer	180.00
P11-03550	FLAG STORE USA		FLAGS	196.40
P11-03551	MILLENNIUM BUSINESS SERVICES Marty Cohn		Purchase business cards for LeeAnn Stone.	50.03
P11-03552	CITY OF TUSTIN ATTN: CITY MANAGER'S OFFICE		ATEP TRAFFIC STUDY	15,000.00
P11-03553	LAB SAFETY SUPPLY INC.		Lab Supplies	301.46
P11-03554	SCHLAIFER'S ENAMELING SUPPLIES INC.		ART SUPPLIES	342.95
P11-03555	DAD'S ROCK SHOP		Rock grinder/polisher	665.58
P11-03556	STRAND RELEASING		French Film Festival Event	520.00
P11-03557	HAAKER EQUIPMENT COMPANY		SWEEPER REPAIR PARTS	647.93
P11-03558	DICK BLICK COMPANY		Art Supplies - Fee Based	528.56
P11-03559	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH		Legal Services	2,172.50
P11-03560	PROMODEALER.COM		Promotional items	3,480.54
P11-03561	W. W. GRAINGER		AUTOMOTIVE SUPPLIES	287.03
P11-03562	4 IMPRINT		Promotional items for ID & TOUR	586.19
P11-03563	BANNERSANDSIGNS.NET		Door name plate for faculty member/see notes	20.78
P11-03564	GENESIS, INC.		Ecology Lab Materials	405.82
P11-03565	MILLENNIUM BUSINESS SERVICES Marty Cohn		Business Cards	100.05
P11-03566	HEALTH DIMENSIONS		Food Booth: Saddleback Health Fair	450.00
P11-03567	HD SUPPLY WATERWORKS BRANCH #594		RECLAIM WATER REPAIR PARTS	5,156.93
P11-03568	ZACUTO	Bldg W/Com Arts	Universal Gear Mount for Letus System	73.56
P11-03569	LEONARD CHAIDEZ TREE SERVICE LEONARD CHAIDEZ, INC.		TREE REMOVAL AND TREE TRIMMING	5,025.00
P11-03570	DELL MARKETING		Toner	290.30
P11-03571	CDW-G COMPUTER CENTERS		Plantronics	811.16
P11-03572	CDW-G COMPUTER CENTERS		Supplies for Publications	20.66
P11-03573	B & H PHOTO		Supplies order for astronomy	536.09
P11-03574	SEHI PROCOMP COMPUTER PRODUCTS		HP LASERJET PRINTERS	5,831.94
P11-03575	POCKET NURSE ENTERPRISES, INC.		MEDICAL ASSISTING SUPPLIES	191.66
P11-03576	WELLS FARGO #3317 (DISTRICT)		iPad Stylus	37.72
P11-03577	TIGER DIRECT		For support of CMT 230	55.28
P11-03578	SEHI PROCOMP COMPUTER PRODUCTS		COLOR PRINTER - INT'L STUDENT PRGM	830.77
P11-03579	DELL MARKETING		Dell 73GB Hard Drive	1,237.97

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Includes P11-03412 - P11-03788

PO Number	Vendor Name	Site	Description	Account Amount
P11-03580	TROXELL COMMUNICATIONS, INC.	.	HITACHI PROJECTORS	3,614.85
P11-03581	SMART LEVELS MEDIA	.	International Student Program Banner and Postcards	345.83
P11-03582	PETE'S ROAD SERVICE FULLERTON	.	Tires for Tractor	620.83
P11-03583	MARISA RUIZ	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03584	SUE GRANGER DICKSON	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03585	ROBERTA ROSEN	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03586	MARY BETH WYNN	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03587	SUZANNE PAPA	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03588	ALLENE YOUNG	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03589	LISA SHAFER	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03590	LYNDA MONGER	.	Grant funded conference Jan. 26-28 San Ramon	51.31
P11-03591	CLAUDIA RAMIREZ	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03592	TRACEY HODGE	.	Grant funded conference Jan. 26-28 San Ramon	90.88
P11-03593	DICK BLICK COMPANY	.	Art Fee Based Supplies	400.71
P11-03594	LYNNE ARCANGEL	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03595	DONNA PRATT	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03596	ALICIA MENDOZA	.	Grant funded conference Jan. 26-28 San Ramon	12.87
P11-03597	P & R PAPER SUPPLY COMPANY	.	LAUNDRY SOAP FOR WASHER	327.28
P11-03598	DICK BLICK COMPANY	.	Student Art Supplies	365.57
P11-03599	NORMAN KRIEGER	.	Contract Services	1,500.00
P11-03600	LISA GARDINER	.	Grant funded conference Jan. 26-28 San Ramon	327.42
P11-03601	NCMPR NATIONAL OFFICE ATTN: BECKY OLSON	.	NCMPR membership for Tere Fluegeman	195.00
P11-03602	AGUINAGA GREEN, INC.	.	Mulch for Native Garden	250.13
P11-03603	TREE OF LIFE NURSERY	.	Blanket PO for Native Plants	489.38
P11-03604	BRAND ATHLETICS	.	Women's Tennis Uniform Supplies	340.69
P11-03605	MARSHALL MATERIALS	.	SANDS FOR CDC & FOOTBALL FIELD	891.85
P11-03606	BUSINESS INDUSTRIAL NETWORK	.	ATEP Automation Lab	4,973.14
P11-03607	FOLLETT MEDIA DISTRIBUTION	.	Purchase DVDs	1,284.29
P11-03608	MICROSOFT CORPORATION	.	Microsoft Professional Support	1,289.00
P11-03609	B & H PHOTO	.	Photography Paper	5,752.88
P11-03610	ORANGE COUNTY REGISTER	.	Public Notice	216.00

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Includes P11-03412 - P11-03788

PO Number	Vendor Name	Site	Description	Account Amount
P11-03611	NATIONAL COLLEGIATE HONORS COUNCIL (NCHC)		Membership Dues for NCHC	500.00
P11-03612	QUEZADA PRO LANDSCAPE, INC.		LANDSCAPING WORK FOR THE LOOP RD	8,805.00
P11-03613	FISHER SCIENTIFIC		Biology Supplies	495.35
P11-03614	WELLS FARGO #3317		Amazon.com	54.26
P11-03615	DATA CLEAN CORPORATION		Contamination Mats for IT Server Room	405.88
P11-03616	INGERSOLL RAND SECURITY TECHNOLOGIES		Maint/Support Renewal HS Bldg Door Security	7,017.94
P11-03617	CDW GOVERNMENT, INC.		APC Infrastruxure Central Licenses	1,454.00
P11-03618	AARDVARK CLAY AND SUPPLIES		Ceramics Supplies	1,712.16
P11-03619	CALIFORNIA STAGE/LIGHTING, INC		Astronomy Instructional Supplies	70.29
P11-03620	SADDLEBACK MATERIALS COMPANY		SAND BAGS	668.81
P11-03621	ARNETTE EDWARDS		Workshop Trainer	1,080.00
P11-03622	AK CONSTRUCTORS INC.		BUILD ROOF COVER OVER OPEN AREA	10,828.00
P11-03623	ADVANTAGE OPTICS		4 GBICs	280.58
P11-03624	KNORR SYSTEMS, INC.		NEW MEDIA FOR POOL	15,994.50
P11-03625	PICK-UP PARTS OF MISSION VIEJO		AUTOMOTIVE SUPPLIES	258.41
P11-03626	TOMARK SPORTS EQUIPMENT		BENCHES FOR TENNIS COURTS	3,680.00
P11-03627	SMARDAN SUPPLY - EL MONTE		PLUMBING SUPPLIES	360.80
P11-03628	IRVINE PIPE & SUPPLY		PLUMBING SUPPLIES	45.29
P11-03629	TROXELL COMMUNICATIONS, INC.		Mics from Troxell	1,083.15
P11-03630	ORANGE CO. FARM SUPPLY		GROUNDS SUPPLIES (WEED ABATEMENT)	1,042.72
P11-03631	ULTIMATE OFFICE		Desktop organizer	152.25
P11-03632	TOMARK SPORTS EQUIPMENT		Soccer Nets/IVC Athletics	1,224.25
P11-03633	LAGUNA CLAY CO.		Ceramics Supplies	1,185.38
P11-03634	TheNerds.net		QNAP STORAGE SERVER	2,336.16
P11-03635	C & H DISTRIBUTORS, INC.		Marine Science Supplies	466.09
P11-03636	TAMMY BECKNER		Workshop Trainer	240.00
P11-03637	IFC IN THEATERS, LLC		French Film Festival	400.00
P11-03638	E-Z UP DIRECT		CANOPIES	1,645.11
P11-03639	THELEARNINGPIT		ATEP Automation Lab	1,305.00
P11-03640	MYSTORAGECABINETS.COM		ATEP Automation Lab	2,157.38
P11-03641	HALO BRANDED SOLUTIONS, INC. AKA LEE WAYNE CORPORATION		Pencils	296.00
P11-03642	HERFF JONES, INC. DIPLOMA SPECIALISTS		Diploma Covers	4,032.30
P11-03643	TECTA AMERICA SOUTHERN CALIFORNIA, INC.		VIL #6 ROOF	47,000.00
P11-03644	SHOPWARE		Instructional Supplies	106.82
P11-03645	MILLENNIUM BUSINESS SERVICES		Job Opportunity Letterhead	989.08

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Includes P11-03412 - P11-03788

PO Number	Vendor Name	Site	Description	Account Amount
P11-03646	IMPACT ADVERTISING/ ADVENTURES IN ADVERTISING		Promotional Pens - ISP	251.94
P11-03647	HITT MARKING DEVICES, INC.		Date and Approval Stamps	88.30
P11-03648	MILLENNIUM BUSINESS SERVICES Marty Cohn		Business Cards	200.10
P11-03649	gkkworks		SITE UTILITY SEVERANCE PLAN W/HANGAR DEMO	30,857.00
P11-03650	ALPHAGRAPHICS		Printing services/IVC M.Basketball programs	1,262.59
P11-03651	COMSERCO		PTT ADAPTER	592.69
P11-03652	HALO BRANDED SOLUTIONS, INC. AKA LEE WAYNE CORPORATION		Instructional Materials	298.19
P11-03653	COLLEGE BOARD ACCUPLACER DEPT.		Accuplacer Online Tests	465.00
P11-03654	HAITBRINK ASPHALT PAVING, INC.		BASEBALL FIELD REMOVE GRASS & PAVE	6,350.00
P11-03655	ORANGE COUNTY REGISTER		ADVERTISING - BID 10	.00
P11-03656	B & H PHOTO		RAPIDTECH EQUIP & NONINSTR SUPPL	434.89
P11-03657	AMSTERDAM PRINTING & LITHO Attn: RICH O'BRIEN		Lexington Academic Planners	346.69
P11-03658	YANG, STAEHLIN & ASSOC. ATTN: GIN YANG		Consulting Services - ATEP Development	15,950.00
P11-03659	INFOBASE PUBLISHING		FILMS ON DEMAND	7,535.33
P11-03660	CARDIAC SCIENCE CORPORATION		ATHLETIC TRAINING SUPPLIES	1,398.38
P11-03661	MILLENNIUM BUSINESS SERVICES		White envelopes w/cardinal print	466.54
P11-03662	ALBERTSONS ATTN: DEPT. R		TO PURCHASE ITEMS FOR BIO LABS	140.00
P11-03663	XEROX CORPORATION ATTN: ARDIE HOOD		MAINTENANCE AGREEMENT FOR A&R COPIER	150.00
P11-03664	AT BATTERY COMPANY		UPS BACK-UP BATTERIES	985.28
P11-03665	BLUE HAZE ENTERTAINMENT	Bldg W/Com Arts	Grip Gloves for students	341.25
P11-03666	IMAGE PRINTING SOLUTIONS CATHY ARONSON		Parking Citations	3,229.88
P11-03667	ASSN OF PERFORMING ARTS PRESENTERS		Membership renewal	300.00
P11-03668	BOB PARRETT CONSTRUCTION		PE-200 REPAIRS	2,070.00
P11-03669	CLARK SECURITY PRODUCTS		SAFE	631.84
P11-03670	LYNDA.COM, INC.		Lynda.com Training Library Premium 1yr Access	445.31
P11-03671	APPLE STORE MISSION VIEJO		Computer Supplies and Accessories	75.04
P11-03672	NEIL ENTERPRISES INC.		Fee-Based Supplies	220.31
P11-03673	GRAYBAR ELECTRIC CO.		Photography Supplies	522.46
P11-03674	SALSBURY INDUSTRIES		Mailbox	144.05
P11-03675	BEST BUY GOV, LLC		Equipment for Emeritus Classes	998.28
P11-03676	SEPULVEDA BUILDING MATERIALS		VOLLEYBALL COURT SAND	1,012.95
P11-03677	SMASHING SPORTS		SHOES FOR BADMINTON TEAM	1,008.75

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Includes P11-03412 - P11-03788

PO Number	Vendor Name	Site	Description	Account Amount
P11-03678	BEST BUY GOV, LLC		ACCESSORIES FOR FLIP VIDEO CAMERA	228.66
P11-03679	WARD'S NATURAL SCIENCE		Geology Instructional Supplies	69.75
P11-03680	PASCO SCIENTIFIC		Physics Instructional Supplies	452.70
P11-03681	KOSS INTERNATIONAL		Student Art Supplies	679.33
P11-03682	HOOKER HANDLING SYSTEMS, INC.		SAFETY SHOES	221.38
P11-03683	SADDLEBACK BOOKSTORE - #296 FOLLETT HIGHER EDUCATION GROUP		BLANKET PO FOR BOOKSTORE Student Success Grant	1,500.00
P11-03684	DANIEL SMITH, INC.		Student Art Supplies	2,198.02
P11-03685	RUFUS CHOI		Contract Services	1,000.00
P11-03686	VWR INTERNATIONAL, INC.		Marine Science Lab Supply	97.15
P11-03687	SMASH HIT DISPLAYS		Banner Stand for PIO	336.95
P11-03688	TIM GILL MUSIC		Music transposition services	135.00
P11-03689	AK CONSTRUCTORS INC.		CORRECT DRAIN SYSTEM AT POLICE DEPARTMENT	12,670.00
P11-03690	NU AGE DEVELOPMENT, INC.		REPAIR AND RENOVATE RESEARCH AREA IN A100	11,843.00
P11-03691	W. W. GRAINGER		Biology Supplies	.00
P11-03692	DIVERSIFIED BUSINESS SERVICES		Promotional Items for Outreach	548.13
P11-03693	COMMUNITY COLLEGE LEAGUE OF CALIFORNIA/CCCAA		Updated Community College Directory - 2011 Version	21.38
P11-03694	UNITED INTERIORS		Furniture for Fiscal/Veterans office	5,144.84
P11-03695	INDUSTRIAL PLASTIC SUPPLY, INC		Supplies for DMP/ENGR	826.80
P11-03696	MATERIAL SALES UNLIMITED		INFIELD MIX	2,705.28
P11-03697	A-S MEDICATION SOLUTIONS, LLC		Medications	259.24
P11-03698	SEHI PROCOMP COMPUTER PRODUCTS		PRINTER FOR DEPARTMENT CHAIR	191.52
P11-03699	POCKET NURSE ENTERPRISES, INC.		SUPPLIES FOR NURSING SKILLS LAB	876.08
P11-03700	LAERDAL MEDICAL CORP.		EQUIPMENT FOR PARAMEDIC	5,365.41
P11-03701	UNITED INTERIORS		Disassemble and Move in SSC104	990.00
P11-03702	EDVOTEK, INC.		SUPPLIES FOR COAG CLASS	477.38
P11-03703	SAPSIS RIGGING		MCKINNEY THEATRE RIGGING	48,620.00
P11-03704	NAUTICAL DECOR NEWPORT TRADING		Drawing & Painting Props	626.73
P11-03705	ECONOMIC ALTERNATIVES, INC.		WATER TREATMENT CHEMICALS	11,164.21
P11-03706	XEROX CORPORATION ATTN: ARDIE HOOD		XEROX WC 5230	6,416.00
P11-03707	LAWNMOWERS ETC., LLC		CULTIVATOR	402.32
P11-03708	KINO FLO, INC.	Bldg W/Com Arts	BULBS	244.69
P11-03709	QUEZADA PRO LANDSCAPE, INC.		TREE SERVICE BY THE POOL	2,500.00
P11-03710	KUSTOM KEY, INC.		LOCKSMITH SUPPLIES	810.56
P11-03711	DELL MARKETING		4 POWEREDGE SERVERS	29,301.77
P11-03712	RGP PLANNING & DEVELOPMENT SERVICES		ENGINEERING PLANS FOR ATEP DRAINAGE DITCH	3,450.00

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Includes P11-03412 - P11-03788

PO Number	Vendor Name	Site	Description	Account Amount
P11-03713	ENVIRONMENTAL SYSTEM PRODUCTS	.	AUTOMOTIVE ESP SERVICE CONTRACT	4,537.00
P11-03714	FOLLETT MEDIA DISTRIBUTION	.	Purchase Media	2,000.00
P11-03715	MOBILITY RESEARCH	.	Equipment and Supplies/APE1 class	770.38
P11-03716	COMMITTEE ON ACCRED. OF EDUC. PROGRAMS FOR EMS PROFESSIONS	.	PAYMENT FOR PARAMEDIC ACCREDITATION	1,320.00
P11-03717	DR. ANGELA COLOMBO	.	Consultant fee for Med Assist Prog. Dir	1,000.00
P11-03718	CI SOLUTIONS, CARD INTEGRATORS CORPORATION	.	CI ID/BADGES FOR EOC/IVCPD	275.00
P11-03719	TRACE3	.	SAN SERVER REPLACEMENT	126,840.75
P11-03720	SAMY'S CAMERA	.	Film	201.19
P11-03721	DICK BLICK COMPANY	.	Photography supplies	128.87
P11-03722	DONNA DAVIS	.	Grant funded conference Jan. 26-28 San Ramon	510.00
P11-03723	IRVINE TENNIS	.	Tennis equipment for the IVC Athletic department	2,414.25
P11-03724	EILEEN MARY O'BRIEN	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03725	MIRELLA BURTON	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03726	CANDIE DICKINSON	.	Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03727	BRODART CO.	.	Librry Instructional Supplies	66.98
P11-03728	NETOP	.	Netop Renewal	1,444.20
P11-03729	W. W. GRAINGER	.	Signs	23.49
P11-03730	C.T.I./VALUELINE	.	Drafting Supplies	633.47
P11-03731	WARD'S NATURAL SCIENCE	.	Marine Science Labware	34.97
P11-03732	INGERSOLL RAND SECURITY TECHNOLOGIES	.	AUTO DOOR/KEY FOB PROJECT - REKEY PROJECT	400.00
P11-03733	PARKWAY LAWNMOWER SHOP	.	CHAINSAW	440.44
P11-03734	B & P SERVICES, INC.	.	HOT WATER COIL LEAK NEEDS REPLACEMENT	780.00
P11-03735	IRVINE PIPE & SUPPLY	.	PLUMBING SUPPLIES	193.20
P11-03736	DELL MARKETING	.	RAILS FOR SERVER RACK	203.90
P11-03737	McMASTER CARR SUPPLY COMPANY	.	PHYSICS SUPPLIES	97.59
P11-03738	HAITBRINK ASPHALT PAVING, INC.	.	GREENHOUSE SHEDS	1,500.00
P11-03739	JACKSON-HIRSCH, INC.	.	Laminating Supplies	139.98
P11-03740	L.A. TIMES	.	Subscription renewal for LA times	293.50
P11-03741	QUEZADA PRO LANDSCAPE, INC.	.	EMERGENCY TREE WORK	2,000.00
P11-03742	QUEZADA PRO LANDSCAPE, INC.	.	EMERGENCY TREE SERVICE	1,900.00
P11-03743	CCPRO/% JOHN GREEN COLLEGE OF THE CANYONS	.	Four entries in CCPRO awards event.	80.00
P11-03744	NU AGE DEVELOPMENT, INC.	.	ATEP WALL-SPLIT OFFICE/ADD A DOOR	3,877.00
P11-03745	HAIR CALIFORNIA BEAUTY ACADEMY	.	Contract Ed (COSMO)	6,000.00

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Includes P11-03412 - P11-03788				
PO Number	Vendor Name	Site	Description	Account Amount
P11-03746	ARS ENTERPRISES		PREVENTIVE MAINTENANCE AGREEMENT(ARS TYPE 1)	2,992.50
P11-03747	CORPORATE BUSINESS INTERIORS		Moving of Cubicle Components	2,000.00
P11-03748	SCHEANELLE GREEN		Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03749	R2A ARCHITECTURE		DESIGN OF NEW WALL FOR POWERHOUSE & DRAINAGE	46,014.00
P11-03750	RALPH ANDERSEN & ASSOCIATES		Technical Assistance for January 2011	3,272.50
P11-03751	MICHAEL GOLDBERG		Grant funded conference Jan. 26-28 San Ramon	300.00
P11-03752	CLARK SECURITY PRODUCTS INC.		LOCK PROJECTS/STOCK	2,380.25
P11-03753	DR. CHENYANG SUNNY JIANG		Guest Speaker - Dr. Sunny Jiang	100.00
P11-03754	BAKER & TAYLOR BOOKS		Purchase books & media.	25,000.00
P11-03755	MARGI MC NELLY		Trainer	1,920.00
P11-03756	CARIE CRUZ		PRIDE Monitor	875.00
P11-03757	QUICKSTART INTELLIGENCE		3-Day Course for Infrastructure Teams	9,664.50
P11-03758	HOEFER, INC.		BIOLOGY SUPPLIES	407.72
P11-03759	SALLIE MILLER		Workshop Trainer	515.00
P11-03760	CHARISSE LYSEIGHT		PRIDE Co-trainer	630.00
P11-03761	MICHAEL'S ARTS & CRAFTS STORE		MATERIALS FOR CHILD DEVELOPMENT CENTER	300.00
P11-03762	CDW GOVERNMENT, INC.		CISCO CONFERENCE PHONES	1,830.81
P11-03763	BRICO ELECTRIC		Electricity for storage facility	788.00
P11-03764	SMART LEVELS MEDIA		Early Bird Posters	320.63
P11-03765	PENN CORPORATE RELOCATION SERVICES, INC.		MOVING BOXES	356.25
P11-03766	EDWARD EIEN		Contract Services	300.00
P11-03767	EDWARD EIEN		Contract Services	1,800.00
P11-03768	CRYSTAL SHOMPH		Contract Services	2,200.00
P11-03769	LASER SOURCE		Printer Cartridges	401.38
P11-03770	KINO LORBER, INC.		Film Rental (French Film Festival)	150.00
P11-03771	APPLE COMPUTER, INC.		Apple Inc Volume Voucher	1,000.00
P11-03772	MAC FARLANE ELECTRIC		LIGHTING SUPPORT OF OFFICE SPLIT	790.00
P11-03773	CDW-G COMPUTER CENTERS		WEBCAM FOR ASL	73.66
P11-03774	GALE SUPPLY COMPANY		JANITORIAL SUPPLIES	3,401.16
P11-03775	FISHER SCIENTIFIC		ORGANIC CHEM SUPPLIES	253.75
P11-03776	DELL MARKETING		Digital Media Signage	1,205.15
P11-03777	SYSTEMS SOURCE, INC.		MATH LAB FURNITURE PROJECT	18,257.39
P11-03778	BOB PARRETT CONSTRUCTION		GROUNDKEEPERS OFFICE WALLS	9,416.00
P11-03779	LIQUID AMBER DESIGNS, INC.		WATER DAMAGE REPLACEMENT OF CABINETS IN CDC	5,735.19
P11-03780	FISHER SCIENTIFIC		PHLEBOTOMY SUPPLIES	790.80
P11-03781	DUNN-EDWARDS CORPORATION		Student Art Supplies	300.00
P11-03782	FISHER SCIENTIFIC		BIOLOGY SUPPLIES	.00
P11-03783	FILMS FOR HUMANITIES INC.		Purchase Media.	2,000.00

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Includes P11-03412 - P11-03788

PO Number	Vendor Name	Site	Description	Account Amount
P11-03784	CHRONICLE OF HIGHER EDUCATION BULLETIN BOARD		Subscription for The Chronicle of Higher Education	65.00
P11-03785	AUTOMIC DESIGNS, INC.		GRAPHICS & INSTALLATION	587.66
P11-03786	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES	1,381.51
P11-03787	SARGENT-WELCH LLC VWR INTERNATIONAL COMPANY		PHLEBOTOMY SUPPLIES	113.64
P11-03788	VWR INTERNATIONAL, INC.		INSTRUCTIONAL ORGANIC CHEM SUPPLIES	323.94
			Total	376
				1,148,302.01

Fund Summary			
Fund	Description	PO Count	Amount
01	General Fund	347	698,853.87
12	Child Development Fund	2	702.32
40	Capital Outlay Fund	27	448,295.82
68	Self-Insurance Fund	1	450.00
Total		376	1,148,302.01

PO Changes	
<u>New PO Amount</u>	<u>Change Amount</u>
Total PO Changes	

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Board of Trustees Confirming Requisition Listing

Includes 02/02/2011 - 03/01/2011

REQUISITION NUMBER	VENDOR NAME	DESCRIPTION	REQUISITION TOTAL
RQ11-04525	JANINE C. CIRRITO	Reimb for CDA San Diego Nov 18 &19, 10	191.81
RQ11-04625	NEWBEGINNINGS, INC.	CTE Grant 8th Grade Job Shadow event	1,492.05
RQ11-04747	KATHLEEN WERLE	ACCCA Conf. Exp. for Kathleen Werle	135.00
RQ11-04769	ARS ENTERPRISES	Repair of both Autoclaves used in Biology	2,434.23
RQ11-04829	MONIKA CONNOLLY	Reimbursement EDUSA ComCol Fair -Central America	1,400.00
RQ11-04871	TONY LIPOLD	CCCAA Annual Convention	1,257.00
RQ11-04885	TAMERA RICE	COADN CONFERENCE	825.55
RQ11-04887	DONNA RANE-SZOSTAK	COADN CONFERENCE	825.55
RQ11-04888	DIANE PESTOLESI	COADN CONFERENCE	825.55
RQ11-04893	JENNIFER FOROUZESH	COADN CONFERENCE	825.55
RQ11-04897	BART MC HENRY	Conference for Bart McHenry	325.00
RQ11-04958	KEN PATTON	RAPID 2011 CONFERENCE	4,259.27
RQ11-04972	RAJBIR SINGH	Employee Enrollment Fee Reimbursement Request	78.00
RQ11-04986	EDWARD TACKETT	RAPID 2011 CONFERENCE	1,759.27
RQ11-04989	BEN DOLAN	RAPID 2011 CONFERENCE	1,759.27
RQ11-05002	RICHARD GROSCOST	REIMBURSEMENT CONF FOR GROSCOST	1,053.12
RQ11-05003	AMERICAN FUTURE SYSTEMS	REF MATERIAL	241.95
RQ11-05006	B. RADLOFF MEDICAL DISCOUNT	BP CUFFS AND STETHOSCOPES FOR EMT STUDEN	2,699.39
RQ11-05036	KARA MAHOTKA-PATTERSON	REIMBURSEMENT FOR INSTRUCTIONAL SUPPLIES	76.44
RQ11-05047	GLENN ROQUEMORE	Conference Attendance for Glenn Roquemore	1,435.00
RQ11-05048	BRUCE SOBCZAK	ETP Panel Meeting in Sacramento - Bruce Sobczak	508.41
RQ11-05051	A-1 INTERNATIONAL VIDEO & TV	Repair of camera lens	410.95
RQ11-05059	WELLS FARGO #4198	Shredder--Fry's.com	456.74
RQ11-05072	EFREN RANGEL	Conference for Efren Rangel	627.74
RQ11-05075	RANDEL KEITH	* CONFERENCE FOR RANDY KEITH	875.00
RQ11-05083	DIANE OAKS	Diane Oaks attending NCMPR Conference	2,024.07
RQ11-05084	WELLS FARGO #4198	Webinar--Progressive Business Audio Conferences	199.00
RQ11-05085	WELLS FARGO #1606	Credit Card for Microsoft	259.00
RQ11-05093	JOHN W. EDWARDS	REIMBURSEMENT FOR POSTAL EXPENSE	152.00
RQ11-05094	SMART LEVELS MEDIA	Transfer Center Flyers	340.77
RQ11-05099	ACCCA	* TNelson, 2/23 ACCCA Conference Fees	445.00
RQ11-05100	FRANCISCO VASQUEZ	Instrument repair	600.00
RQ11-05101	WELLS FARGO #1598	Credit card request for Astronomy supplies	55.43
RQ11-05105	DAVID BUGAY	Conference for David Bugay	1,098.22
RQ11-05106	JUAN AVALOS	NEW VPSS OFFICES FURNISHING	42.18
RQ11-05110	DR. ROBERT BRAMUCCI	Conference	1,425.00
RQ11-05114	COACH AMERICA	* Bus Emeritus Field Trip 2/23 revised to 2/23	638.00
RQ11-05121	POWER FORD TUSTIN	District Courier Van repairs	222.30
RQ11-05123	WELLS FARGO #1598	Credit card req for Geology field trip	258.00
RQ11-05126	NEWBEGINNINGS, INC.	Cafeteria Quote for ISP & OOS College Fair 3/1/11	226.42
RQ11-05127	NEWBEGINNINGS, INC.	Special Board Meeting - 1/28/11	40.24
RQ11-05131	RODGERS & HAMMERSTEIN	Service charge for OKLAHOMA! perusal	16.00
RQ11-05137	DAVID BUGAY	Reimbursement	19.98
RQ11-05140	SHAKEH MEHRABIAN	Reimburse for ER copay	75.00
RQ11-05142	HARRY PARMER	* Conference 4/6	1,484.20
RQ11-05144	JULIA JENNER	Staff member purchased DVD's for department use	74.57
RQ11-05150	JUANA GALVAN %OUTREACH	* Conference for Juana Galvan	525.07
RQ11-05151	WELLS FARGO #1598	IACLEA-MEMBERSHIP FOR GLEN	225.00
RQ11-05156	O.C. DEPT. OF EDUCATION	Gary Poertner to attend OCDE Event	20.00
RQ11-05157	DANIEL E. RIVAS	Reimbursement for Refreshments	269.66
RQ11-05163	S & B FOODS	Refreshments for first Norming Workshop on 2/11	170.19
RQ11-05164	TAMERA RICE	REIMBURSEMENT FOR CONFERENCE	575.25
RQ11-05166	S & B FOODS	Refreshments for Second Norming Workshop on 2/25	190.31
RQ11-05167	SAMIR KHUNDY	Computer Parts for IT Conf Rooms	256.58
RQ11-05168	COUTTS LIBRARY SERVICES, INC.	Library book per Ana Maria Cobos request	47.68
RQ11-05172	EBSCO SUBSCRIPTION SERVICE	Library subscription adjustment	4.35
RQ11-05173	BAKER & TAYLOR	Library book per Ana Maria Cobos request	19.69
RQ11-05176	DR. CRAIG JUSTICE	* CCCCIO Spring 2011 Conference for Craig Justice	1,315.00
RQ11-05181	TECHNOFIT	Fitness Equipment Repair - Spin Bikes	191.15
RQ11-05188	WELLS FARGO #3317 (DISTRICT)	Launch Event - Mobile Apps 2011	42.26
RQ11-05198	ASSESSMENT TECH. INSTIT.	ATI TESTING	23,814.08
RQ11-05199	WELLS FARGO #4198	Adobe.com--Electronic publication system	555.00
RQ11-05202	THOMAS L. SMITH	Batteries for CMT 230	21.71
RQ11-05210	AUDIO VISUAL INNOVATIONS, INC.	A/V EQUIPMENT REPAIR	440.00
RQ11-05211	MARK KRUHMIN	Travel Expense reimbursement for staff member	49.95

RQ11-05212	CHERYL ALTMAN	Conference Reimbursement	1,000.00
RQ11-05214	JANET BAGWELL	Conference Reimbursement	1,000.00
RQ11-05215	WILLIAM BILLINGSLEY	Conference Reimbursement	643.00
RQ11-05217	JUAN CHUMACERO	Conference Reimbursement	356.00
RQ11-05218	APRIL CUBBAGE-VEGA	Conference Reimbursement	996.36
RQ11-05219	ERIC R. GARCIA	Conference Reimbursement	345.00
RQ11-05220	MARK MC ELROY	Conference Reimbursement	1,000.00
RQ11-05222	THOMAS O'LEARY	Conference Reimbursement	300.00
RQ11-05223	ALLISON PRATT	Conference Reimbursement	500.00
RQ11-05224	JOYCE QUADE	Conference Reimbursement	1,000.00
RQ11-05225	IRENE RENAULT	Conference Reimbursement	1,000.00
RQ11-05227	PAT SULLIVAN	Conference Reimbursement	1,000.00
RQ11-05239	GUY, GEORGINA	Conference Reimbursement for Georgina Guy	362.00
RQ11-05240	VICKIE HAY	Conference for Vicky Hay	350.00
RQ11-05241	BRUCE HAGAN	Reimbursement for Bruce Hagan	29.97
RQ11-05244	NICOLE LOFTUS	Conference for Nicole Loftus	931.04
RQ11-05249	STATE BOARD OF EQUALIZATION	HAZARDOUS WASTE GENERATOR FEES	3,949.00
RQ11-05252	NEWBEGINNINGS, INC.	TPP Advisory Board Meeting breakfast	199.01
RQ11-05253	WELLS FARGO #4198	DATA RECOVERY SOFTWARE LICENSE	45.00
RQ11-05257	ROBERT COSGROVE	Conference Reimbursement-Bob Cosgrove	1,921.74
RQ11-05277	EVENTS	Division workshop- Healthy Eating	208.20
RQ11-05281	NTS TECH SERVICES, INC.	* Repair of Sound Mixer for PAC	500.00
RQ11-05283	ADRENALIN SPORTS APPAREL	EMERGENCY ALUMNI T-SHIRTS FOR MEN'S VOLLE	455.66
RQ11-05284	THE BLACK BOOK DEPOT	Binders ordered and received	324.76
RQ11-05286	XEROX CORPORATION	Ink for Xerox Machine	7.81
RQ11-05289	JAMES PUBLISHING, INC.	Annual Resource directory for OC	58.45
RQ11-05292	DAVID SHINNICK	Networking Supplies	48.90
RQ11-05294	NANCY N. BESSETTE	Expense Reimbursment	48.84
RQ11-05299	FAWN TANRIVERDI	Conference Attendance for Fawn Tanriverdi	578.96
RQ11-05302	LAGUNA WOODS VILLAGE POTTERS	Art Supplies for Spring 2011 Art Classes at LWV	4,380.00
RQ11-05309	JOE CLAYTON JR.	Reimbursement for Shirt Patches	51.00
RQ11-05316	GARY BARNAK	RAPID 2011 CONFERENCE	459.27
RQ11-05318	ATKINSON, ANDELSON, LOYA, RUUD	FRISK Manuals	296.28
RQ11-05325	ASSESSMENT TECH. INSTITUTE	Live NCLEX review class for SSG students	3,900.00
RQ11-05326	WELLS FARGO #1598	iMarket Toner Purchase for Chem.	232.00
RQ11-05330	GUY, GEORGINA	Conference Attendance for Georgina Guy	425.00
RQ11-05331	MARIA PANIAGUA	Conference Attendance for Maria Paniagua	972.40
RQ11-05332	TERESA CAMACHO	Conference Attendance for Maria Paniagua	926.40
RQ11-05337	JIM WRIGHT	Reimbursement for Travel/Job Fair	647.14
RQ11-05342	COASTLINE ROP	TPP - Fall 2010 CROP Mentor Stipend	447.04
RQ11-05348	OC Treasurer-Tax Collector	REGISTRAR OF VOTERS SERVICES/SUPPLIES	417,290.80
RQ11-05349	WELLS FARGO #4198	Library supplies Radio Shack	123.40
RQ11-05350	MARTIN MC GROGAN	Conference Reimbursement	1,356.70
RQ11-05366	FAWN TANRIVERDI	Conference for Fawn Tanriverdi	190.42
RQ11-05370	CAPISTRANO SEWING MACHINE CO	Maint. & Repair	747.22
RQ11-05378	CLIFFORD MEYER %AUTO TECH	Employee Enrollment Fee Reimbursement Request	52.00
RQ11-05384	HUMPHREY'S HALF MOON INN SUITE!	* E Hilden CPA Conference	756.52
RQ11-05394	JUAN AVALOS	conference expense for VPSS	400.00
RQ11-05395	COAST FITNESS REPAIR SHOP	Fitness Equipment Repair	95.00
RQ11-05397	BRIAN CHLOUPEK BRICO ELECTRIC	Electrical repair	433.50
RQ11-05398	W. MIKE DALE	Reimbursement	43.49
RQ11-05402	NEWBEGINNINGS, INC.	H.I.T. Program Planning Meeting	65.52
RQ11-05405	COAST FITNESS REPAIR SHOP	Fitness Equipment Repair	532.39
RQ11-05406	MORITAKA KINA	Steinway Piano repair	4,763.42
RQ11-05411	SLUGGERS BASEBALL	COACHES TURF SHOES FOR BASEBALL	261.00
RQ11-05412	BILLY TEES	Multi Sport Practice T-Shirts	731.15
RQ11-05414	CCCCSSAA c/o BRUCE PATT	Conference Travel--Fee for CSSO	300.00
RQ11-05417	WELLS FARGO #3317 (DISTRICT)	LearningTimes.net Webinar	50.00
RQ11-05418	COAST COMMUNITY COLLEGE DIST.	OCLTF Brunch - Legislative Conference	462.24
RQ11-05427	TOMARK SPORTS EQUIPMENT	Tennis Court Equipment (replacement posts)	311.41
RQ11-05435	SADDLEBACK GOLF CARS, INC.	REPAIR GOLF CART	104.50
RQ11-05436	HEIDI M. OCHOA	* Phi Rho Pi National Forensics Tournament	25,305.00
RQ11-05437	LARRY RADDEN	* Phi Rho Pi National Forensics Tournament	2,295.00
RQ11-05438	ERIN MC ALEAR	Phi Rho Pi National Forensics Tournament	2,295.00
RQ11-05439	MARK KRUHMIN	Reimburse staff member for music purchase	33.64
RQ11-05440	VICKI GRAHAM	Phi Rho Pi National Forensics Tournament	2,295.00
RQ11-05446	WELLS FARGO #1598	ITEMS FOR LABS--	30.00
RQ11-05447	DR. ROBERT BRAMUCCI	Reimbursement for Bob Bramucci	63.08
RQ11-05449	LARRY RADDEN	CCCFA State Championship Speech Tournament	11,671.83
RQ11-05453	DR. ROBERT BRAMUCCI	Conference expenses	365.00
RQ11-05460	LAGUNA GRAPHIC ARTS, INC.	Posters for District office	570.94

RQ11-05463	I.V.C. BOOKSTORE	Bookstore Billing	1,263.54
RQ11-05466	JUDY HENMI	Conference for Judy Henmi	798.40
RQ11-05468	SADDLEBACK BOOKSTORE	Saddleback Bookstore Billing	917.24
RQ11-05469	NEWBEGINNINGS, INC.	Launch Event - Mobile Apps 2011	5.44
RQ11-05471	CATHERINE BERES	Reimbursement	32.58
RQ11-05475	NEWBEGINNINGS, INC.	Special Board Meeting - 2/8/11	52.20
RQ11-05479	NEWBEGINNINGS, INC.	Special Board Meeting - 1/13/2011	303.51
RQ11-05483	LESLIE HUMPHREY	High School Counselor Conference 2011	113.00
RQ11-05489	MIKE PEAK	PAPA CONFERENCE ATTENDANCE (M. PEAK)	80.00
RQ11-05493	J.W. PEPPER & SON, INC.	Music ordered and received	458.36
RQ11-05495	STEPHEN FELDER	Conference Reimbursement	650.00
RQ11-05497	CARYN SUSSMAN	Conference Reimbursement	40.00
RQ11-05499	ELIZABETH WEISS	reimbursement for purchase of refreshments	50.00
RQ11-05506	TOM DORMAN	RAPIDTECH NONINSTR SUPPL	25.68
RQ11-05518	JENNY LANGRELL	Software request per Jenny Langrell	399.60
RQ11-05523	PENNY SKAFF	Reimb. for Purchase of food for CTE Month	141.38
RQ11-05537	PAPA PESTICIDE	BRIAN MCMAHON TO ATTEND PAPA SEMINAR	80.00
RQ11-05539	ESTER GRAHAM	Employment Law Conference	320.00
RQ11-05540	JESSICA M. CHA	REIMBURSE FOR SUPPLIES PURCHASE BY J. CHA	8.69
RQ11-05545	S & B FOODS	Hillview High School Campus Tour/Presentation	300.15
RQ11-05549	S & B FOODS	High School- Parent Transfer Workshop Night	157.96
RQ11-05560	CONTROL MAINTENANCE & REPAIR	REPAIR FOR YASKAWA E7 PUMP	724.30
RQ11-05569	SOUTH COAST AIR QUALITY MGMT	DAQMD ANNUAL EMISSIONS FEES	1,701.00
RQ11-05571	COAST FITNESS REPAIR SHOP	Fitness Equipment Repair	609.00
RQ11-05572	CALIFORNIA COMMUNITY COLLEGES	Conference for Parisa Soltani	90.00
RQ11-05573	GILLIAN ASHTON	Conference costs for G. Ashton	104.15
RQ11-05574	RICOH AMERICAS CORPORATION	Shipping and Handling	12.51
RQ11-05576	COAST FITNESS REPAIR SHOP	Fitness Equipment Repair	942.76
RQ11-05581	SHANNA MOORHOUSE	Conference costs for S. Moorhouse	104.15
RQ11-05592	JERRY HANNULA	CCCAA Annual Covention	150.00
RQ11-05610	NICOLE ORTEGA	Nicole Ortega to attend Kellogg West Conference	404.80
RQ11-05611	ARLENE THOMAS	Faculty Reimbursement	243.59
RQ11-05614	SHOUKA TORABI	Shouka Torabi to attend Kellogg West Conference	404.80
RQ11-05624	MICHELLE GAYNOR	Reimbursement	26.00
RQ11-05625	EDWIN TIONGSON	Reimbursement-IVC Speech Team Supplies	92.88
RQ11-05626	LISA INLOW	Reimbursement	192.92
RQ11-05628	LINDSAY FOX	Reimbursement--Student Supplies	17.31
RQ11-05629	CITY OF GARDENA	Training	40.00
RQ11-05635	LISA KAPCHINSKE	Reimbursement-Dance Costume Supplies	110.41
RQ11-05637	WELLS FARGO #4198	Accessories for Red Digital Cinema Cameras	108.75
RQ11-05638	DA CAPO MUSIC	Music ordered and received	19.52
RQ11-05639	PACIFIC TYPEWRITER & COMM.	Non-instructional Repair	90.38
RQ11-05640	HALEY NGUYEN	Reimbursement	316.83
RQ11-05641	ERIC KUDELL	Reimbursement for Eric Kudell	34.59
RQ11-05652	MALIA HILL	CTE Regional Fashion Show Reimbursement	236.73
RQ11-05654	HOIST SERVICE CO.,INC.	Emergency hoist preparation	4,850.00
RQ11-05661	MALIA HILL	CTE Regional Fashion Show Reimbursement	307.16
RQ11-05663	BERTRAND'S HORN IMPROVEMENT	Instrument Repair	43.81
RQ11-05664	MALIA HILL	CTE Regional Fashion Show Reimbursement	273.76
RQ11-05669	MALIA HILL	CTE Regional Fashion Show Reimbursement	73.11
RQ11-05673	MARK KRUHMIN	Covers for P2 Cards	41.49
RQ11-05674	CARLOS TUCCIO MAJOR APPLIANCE	PAYMENT FOR REFRIGERATOR REPAIR	95.00
RQ11-05677	CHRIS HURST-LOEFFLER	Conference Reimbursement	325.00
RQ11-05678	APRIL GRIFFIN	Conference Reimbursement	325.00
RQ11-05685	IRVINE PUBLIC SCHOOLS FNDN	Ad for Irvine Public Schools Foundation	125.00
RQ11-05689	LOUIS SESSLER	REIMBURSEMENT FOR LOUIS SESSLER	98.00
			590,629.99

FUND	FUND DESCRIPTION	REQUISITION COUNT	AMOUNT
01	General Fund	189	590,401.54
12	Child Development Fund	2	153.45
68	Self-Insurance Fund	1	75.00
		192	590,629.99

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 5.19

DATE: 3/28/11

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. 100084 through 100968, processed through the Orange County Department of Education, totaling \$6,110,537.23; and Checks No. 010052 through 010066, processed through Saddleback College Community Education, totaling \$14,519.94; and Checks No. 008805 through 008836, processed through Irvine Valley College Community Education, totaling \$851.00 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.

Item Submitted By: *David Bugay, Ph.D., Acting Vice Chancellor, Business Services*

Checks Dated 02/02/2011 through 03/01/2011

Check Number	Check Date	Pay to the Order of	Check Amount
100084	02/02/2011	SOUTHERN CALIFORNIA EDISON CO.	5,521.19
100085	02/02/2011	BLICK ART MATERIALS	725.39
100086	02/02/2011	CACCRAO CHRISTOPHER WILSON	200.00
100087	02/02/2011	CALIFORNIA STAGE/LIGHTING, INC	349.34
100088	02/02/2011	CALWORKS ASSOCIATION DEE CHAPMAN	285.00
100089	02/02/2011	CAPISTRANO-LAGUNA BEACH ROP	1,375.00
100090	02/02/2011	CARD INTEGRATORS CORPORATION DBA: CI SOLUTIONS	536.56
100091	02/02/2011	CAROLINA BIOLOGICAL SUPPLY	327.07
100092	02/02/2011	CCN FINANCIAL SERVICES	1,500.00
100093	02/02/2011	CDW GOVERNMENT, INC.	1,115.89
100094	02/02/2011	CHEFS' TOYS	221.94
100095	02/02/2011	CINTAS CORPORATION	168.72
100096	02/02/2011	CINTAS DOCUMENT MANAGEMENT	128.60
100097	02/02/2011	CLARK SECURITY PRODUCTS INC.	98.16
100098	02/02/2011	COACH AMERICA	3,654.00
100099	02/02/2011	COMPLIANCE POSTER COMPANY	32.91
100100	02/02/2011	COMPUSA RETAIL, INC. COMPUSA B2B	1,112.10
		Unpaid Sales Tax	88.46
		Expensed Amount	1,200.56
100101	02/02/2011	CONSOLIDATED ELECTRICAL DIST.	1,196.25
100102	02/02/2011	CONSUMERS PIPE - FONTANA	50.46
100103	02/02/2011	CONTINENTAL CHEM/SANITARY SUP.	56.90
100104	02/02/2011	CORE SOFTWARE CORP	10,000.00
100105	02/02/2011	CORPORATE BUSINESS INTERIORS	271.33
100106	02/02/2011	COX COMMUNICATIONS	12,481.80
100107	02/02/2011	CPP, INC. DAVIES-BLACK PUBLISHING	225.00
100108	02/02/2011	CULLIGAN	50.45
100109	02/02/2011	CUSTOMINK, LLC	503.20
		Unpaid Sales Tax	44.03
		Expensed Amount	547.23
100110	02/02/2011	DANA POINT YACHT MAINTENANCE	67.40
100111	02/02/2011	DE NAULT'S TRUE VALUE HARDWARE	39.76
100112	02/02/2011	DELL MARKETING L.P. C/O DELL USA L.P.	377.56
100113	02/02/2011	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE, CASHIERING	32.00
100114	02/02/2011	DISPENSING SOLUTIONS, INC.	310.78
100115	02/02/2011	DJ ORTHOPEDICS, LLC	224.84
100116	02/02/2011	ELIZABETH CIPRES	6.48
100117	02/02/2011	JANE L. COLLIER	180.00
100118	02/02/2011	JESSICA I. CALVILLO	35.00
100119	02/02/2011	JOHN T. CASAGRANDE JTC CONSULTING	1,500.00
100120	02/02/2011	MAGDALENA CASIS (aka NENA CASIS)	360.00
100121	02/02/2011	YONG CHEN	100.00
100122	02/02/2011	DAIRY DEPOT	99.42
100123	02/02/2011	DISCOUNT SCHOOL SUPPLY	3,026.27
100124	02/03/2011	BOB PARRETT CONSTRUCTION	1,557.00
100125	02/03/2011	CRYSTAL SHOMPH	520.00
100126	02/03/2011	DOUGLAS WESTLAKE	735.00
100127	02/03/2011	GWEN PLANO	242.70
100128	02/03/2011	MICHAEL E. WILSON	11,968.00
100129	02/03/2011	PACIFIC CLIPPINGS	59.00
100130	02/03/2011	PAYAM-E-ASHENA	200.00
100131	02/03/2011	PEP BOYS REMITTANCE DEPARTMENT	766.04
100132	02/03/2011	PRAXAIR	105.64

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Checks Dated 02/02/2011 through 03/01/2011

Check Number	Check Date	Pay to the Order of	Check Amount
100133	02/03/2011	RIO GRANDE ALBUQUERQUE THE BELL GROUP	597.68
		Unpaid Sales Tax	51.27
		Expensed Amount	648.95
100134	02/03/2011	S & B FOODS CATERING DIVISION	35.89
100135	02/03/2011	SARGENT-WELCH LLC VWR INTERNATIONAL	26.19
100136	02/03/2011	SECURITAS SECURITY SVCS, USA	4,721.76
100137	02/03/2011	SEHI PROCOMP COMPUTER PRODUCTS	817.68
100138	02/03/2011	SHRED-IT CAMPO ENTERPRISES, INC.	80.00
100139	02/03/2011	SIGMA ALDRICH CHEMICAL CO.	377.42
100140	02/03/2011	SMART LEVELS MEDIA	346.72
100141	02/03/2011	SNADER AND ASSOCIATES INC.	495.90
100142	02/03/2011	SO. COAST FIRE PROTECTION	180.00
100143	02/03/2011	SPECTRUM CHEMICAL MFG. CORP.	275.88
100144	02/03/2011	SYSTEMS SOURCE, INC.	95.99
100145	02/03/2011	TAMS-WITMARK MUSIC LIBRARY	194.75
100146	02/03/2011	TECHNIC BUSINESS SOLUTIONS	518.19
100147	02/03/2011	THE RIEGLE PRESS, INC.	41.33
		Unpaid Sales Tax	2.91
		Expensed Amount	44.24
100148	02/03/2011	THREAD ART	99.81
		Unpaid Sales Tax	7.78
		Expensed Amount	107.59
100149	02/03/2011	TRAFFIC CONTROL SERVICE, INC.	90.48
100150	02/03/2011	TRI-AD	475.00
100151	02/03/2011	TUSTIN CHRYSLER JEEP DODGE WHOLESALE PARTS	86.95
100152	02/03/2011	U S SHOP TOOLS	101.33
100153	02/03/2011	UNITED RENTALS	27.95
100154	02/03/2011	UNITED SITE SERVICES OF CALIFORNIA, INC.	280.49
100155	02/03/2011	VEOLIA ES TECHNICAL SOLUTIONS, LLC	5,962.10
100156	02/03/2011	W A X I E	506.64
100157	02/03/2011	WALTERS WHOLESALE ELECTRIC	6,627.54
100158	02/03/2011	WARD'S NATURAL SCIENCE	596.54
100159	02/03/2011	WARE DISPOSAL CO., INC.	13,476.65
100160	02/03/2011	YALE CHASE MATERIALS HANDLING	129.97
100161	02/03/2011	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO INC	5,786.40
100162	02/03/2011	COADN-SOUTH DR. DIANE MOREY, TREASURER	200.00
100163	02/03/2011	COADN-SOUTH DR. DIANE MOREY, TREASURER	200.00
100164	02/03/2011	COADN-SOUTH DR. DIANE MOREY, TREASURER	200.00
100165	02/03/2011	COADN-SOUTH DR. DIANE MOREY, TREASURER	200.00
100166	02/03/2011	EMBASSY SUITES SAN DIEGO BAY-DOWNTOWN	425.55
100167	02/03/2011	EMBASSY SUITES SAN DIEGO BAY-DOWNTOWN	425.55
100168	02/03/2011	EMBASSY SUITES SAN DIEGO BAY-DOWNTOWN	425.55
100169	02/03/2011	EMBASSY SUITES SAN DIEGO BAY-DOWNTOWN	425.55
100170	02/03/2011	WELLS FARGO #2078	3,795.15
100171	02/03/2011	WELLS FARGO #4198	1,242.01
100172	02/03/2011	WELLS FARGO BANK #1598	1,522.08
		Unpaid Sales Tax	2.08
		Expensed Amount	1,524.16

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Checks Dated 02/02/2011 through 03/01/2011

Check Number	Check Date	Pay to the Order of	Check Amount
100173	02/03/2011	WELLS FARGO BANK #3317	2,956.02
		Unpaid Sales Tax	136.15
		Expensed Amount	3,092.17
100174	02/03/2011	RICOH AMERICAS CORPORATION	65.04
100175	02/03/2011	RICOH AMERICAS CORPORATION RICOH CUSTOMER FINANCE CORP.	69.29
100176	02/03/2011	SMART & FINAL IRIS CO.	272.08
100177	02/03/2011	RPM CONSULTANT GROUP	2,370.00
100178	02/03/2011	AMERIMOLD	2,500.00
100179	02/03/2011	ANTHONY HUNTLEY	300.00
100180	02/03/2011	BASIL SMITH	825.00
100181	02/03/2011	BETH MUELLER	122.02
100182	02/03/2011	CALWORKS ASSOCIATION DEE CHAPMAN	285.00
100183	02/03/2011	CALWORKS ASSOCIATION DEE CHAPMAN	285.00
100184	02/03/2011	CALWORKS ASSOCIATION DEE CHAPMAN	285.00
100185	02/03/2011	DR. ROBERT BRAMUCCI	174.79
100186	02/03/2011	EMBASSY SUITES CHICAGO	503.19
100187	02/03/2011	GARY POERTNER	451.17
100188	02/03/2011	GLENN ROQUEMORE	883.85
100189	02/03/2011	HYATT REGENCY PHILADELPHIA	549.50
100190	02/03/2011	KEN PATTON	1,375.65
100191	02/03/2011	LUCIE HERWEHE	44.85
100192	02/03/2011	MIKE REED	500.00
100193	02/03/2011	NCMPR NATIONAL OFFICE ATTN: BECKY OLSON	525.00
100194	02/03/2011	PAUL MC LEOD	500.00
100195	02/03/2011	RUSSELL HAMILTON	173.84
100196	02/03/2011	TERESA FLUEGEMAN	104.15
100197	02/04/2011	BONNIE SHERMAN	62.33
100198	02/04/2011	MATT SUAREZ	12,040.16
100199	02/04/2011	AdvanceTek	8,000.00
100200	02/04/2011	AMERICAN GEOTECHNICAL, INC.	10,188.00
100201	02/04/2011	DATALINK CORPORATION	7,280.00
100202	02/04/2011	J. HARMON CONSTRUCTION INC.	2,050.00
100203	02/04/2011	JOYCE INSPECTION & TESTING	13,552.00
100204	02/04/2011	NEUDESIC, LLC	49,058.50
100205	02/04/2011	NIMBLE CONSULTING	9,750.00
100206	02/04/2011	NU FLOW AMERICA, INC.	37,425.00
100207	02/04/2011	RGP PLANNING & DEVELOPMENT SERVICES	31,179.63
100208	02/04/2011	RJT COMPUQUEST	5,110.00
100209	02/04/2011	UNITED SITE SERVICES OF CALIFORNIA, INC.	719.54
100210	02/04/2011	CITIZENS BUSINESS BANK ATTN: LORI MOYNIHAN, VP	54,646.80
100211	02/04/2011	DONALD MINEO	14.20
100212	02/04/2011	DR. JEFFERY MIO	100.00
100213	02/04/2011	K-LOG COMPANY	890.48
		Unpaid Sales Tax	77.92
		Expensed Amount	968.40
100214	02/04/2011	KATHRYN MC MILLER, RHIA KMC CONSULTING	2,550.00
100215	02/04/2011	MC KESSON MEDICAL SURGICAL	152.98
100216	02/04/2011	MUSIC THEATRE INTERNATIONAL	72.63
100217	02/04/2011	NEUDESIC, LLC	11,561.50
100218	02/04/2011	OC REGISTER COMMERCIAL BILLING	4,579.50
100219	02/04/2011	OPERA NEWS CIRCULATION DEPT.	22.95
100220	02/04/2011	ORKIN EXTERMINATING	93.60
100221	02/04/2011	JACKSON, DE MARCO, TIDUS, & PE	5,877.00

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Checks Dated 02/02/2011 through 03/01/2011

Check Number	Check Date	Pay to the Order of	Check Amount
100222	02/04/2011	POSTMASTER	201.19
100223	02/07/2011	AT&T	11.41
100224	02/07/2011	XEROX CORP.	2,559.63
100225	02/07/2011	CALWORKS ASSOCIATION DEE CHAPMAN	285.00
100226	02/07/2011	CALWORKS ASSOCIATION DEE CHAPMAN	285.00
100227	02/07/2011	CALWORKS ASSOCIATION DEE CHAPMAN	285.00
100228	02/07/2011	ELIZABETH R. JARVO	100.00
100229	02/07/2011	GALE SUPPLY COMPANY	466.54
100230	02/07/2011	GOLF VENTURES WEST	41,593.70
100231	02/07/2011	GOVCONNECTION	97.74
100232	02/07/2011	GRAPHIC CHEMICAL & INK CO.	188.30
		Unpaid Sales Tax	14.70
		Expensed Amount	203.00
100233	02/07/2011	GREEN THUMB INTERNATIONAL	23.42
100234	02/07/2011	HAITBRINK ASPHALT PAVING, INC.	7,850.00
100235	02/07/2011	HAMPTON TEDDER ELECTRIC CO.	49,850.00
100236	02/07/2011	HL CORPORATION	581.87
100237	02/07/2011	INDUSTRIAL TECHNICAL SERVICES CORP.	440.00
100238	02/07/2011	INSIGHT MEDIA	1,361.04
		Unpaid Sales Tax	112.35
		Expensed Amount	1,473.39
100239	02/07/2011	INTELLIGENT COMPUTER SOLUTIONS	3,262.41
100240	02/07/2011	IRVINE PIPE & SUPPLY	857.51
100241	02/07/2011	J. HARMON CONSTRUCTION INC.	2,350.00
100242	02/07/2011	JOHNSTONE SUPPLY	323.37
100243	02/07/2011	KELE ASSOCIATES	5,297.54
		Unpaid Sales Tax	433.09
		Expensed Amount	5,730.63
100244	02/07/2011	KELLY GRIMES	360.00
100245	02/07/2011	LOOMIS, FARGO & COMPANY	580.43
100246	02/07/2011	MARBELLA COUNTRY CLUB	1,500.00
100247	02/07/2011	MCCLUSKEY CO., INC.	210.00
100248	02/07/2011	W. W. GRAINGER	1,221.37
100249	02/07/2011	XPEDX/Kirk	354.20
100250	02/07/2011	JONES DAY	12,600.00
100251	02/08/2011	AT&T	70.34
100252	02/08/2011	AT&T	29.38
100253	02/08/2011	AT&T	35.10
100254	02/08/2011	SAN DIEGO GAS & ELECTRIC	979.27
100255	02/08/2011	SOUTHERN CALIFORNIA EDISON CO.	1,644.29
100256	02/08/2011	SOUTHERN CALIFORNIA EDISON CO.	174.35
100257	02/08/2011	SO. ORANGE CO. COMM. COL. DISTWORKERS COMPENSATION	1,130.68
100258	02/08/2011	BILL JAY	50.05
100259	02/08/2011	CALWORKS ASSOCIATION DEE CHAPMAN	285.00
100260	02/08/2011	CALWORKS ASSOCIATION DEE CHAPMAN	285.00
100261	02/08/2011	CALWORKS ASSOCIATION DEE CHAPMAN	285.00
100262	02/08/2011	CHIEF, LOC CDS	30.00
100263	02/08/2011	CLIFFORD MEYER %AUTO TECH	138.21
100264	02/08/2011	DAVID B. LANG	106.82
100265	02/08/2011	DONALD P. WAGNER	99.00
100266	02/08/2011	EVAN MAEDA	440.00
100267	02/08/2011	INSIGHT MEDIA	157.94

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Checks Dated 02/02/2011 through 03/01/2011

Check Number	Check Date	Pay to the Order of	Check Amount
		Unpaid Sales Tax	13.04
		Expensed Amount	170.98
100268	02/08/2011	JOHN WILLIAMS	13.58
100269	02/08/2011	JOSEPH JAY MENDOZA	35.00
100270	02/08/2011	KEN'S SPORTING GOODS	2,502.40
100271	02/08/2011	LAB SAFETY SUPPLY CO. ACCT # 5252156	531.41
100272	02/08/2011	LAGUNA CLAY CO.	898.28
100273	02/08/2011	LEGION MANUFACTURING	911.75
100274	02/08/2011	LIGHTBULBDIRECT.COM	86.95
		Unpaid Sales Tax	6.83
		Expensed Amount	93.78
100275	02/08/2011	LILIANA LEOPARDI	100.00
100276	02/08/2011	MAIN GRAPHICS	1,468.65
100277	02/08/2011	MARCIA MILCHIKER	31.01
100278	02/08/2011	MARIBEL NAVA	105.00
100279	02/08/2011	MARK KRUHMIN	8.41
100280	02/08/2011	MC KESSON MEDICAL SURGICAL	693.34
100281	02/08/2011	McMASTER CARR SUPPLY CO.	249.03
100282	02/08/2011	MEDCO SUPPLY COMPANY	1,784.31
100283	02/08/2011	MICRO CENTER AVR	54.36
100284	02/08/2011	MILLENNIUM BUSINESS SERVICES Marty Cohn	143.55
100285	02/08/2011	MONSTERSLAYER, INC.	350.05
		Unpaid Sales Tax	29.00
		Expensed Amount	379.05
100286	02/08/2011	MOORE MEDICAL, LLC	165.78
100287	02/08/2011	MUSIC DISPATCH	112.40
		Unpaid Sales Tax	9.18
		Expensed Amount	121.58
100288	02/08/2011	NANCY PADBERG	90.44
100289	02/08/2011	NAT'L STUDENT CLEARINGHOUSE	1,827.70
100290	02/08/2011	NEWBEGINNINGS, INC. CATERING DIVISION	234.36
100291	02/08/2011	NU AGE DEVELOPMENT, INC.	18,824.00
100292	02/08/2011	OC REGISTER COMMERCIAL BILLING	979.77
100293	02/08/2011	ORKIN EXTERMINATING	300.00
100294	02/08/2011	THOMAS A. FUENTES	49.62
100295	02/08/2011	THOMAS JOHN PRENDERGAST	17.63
100296	02/08/2011	A-1 AWARDS	195.75
100297	02/08/2011	ACUSHNET COMPANY	3,769.59
100298	02/08/2011	ADCLUB ADVERTISING SERVICE	21,891.59
100299	02/08/2011	ADI	90.34
100300	02/08/2011	ADVANTAGE MAILING, INC.	1,001.05
100301	02/08/2011	ADVANTAGE MARKETING ADM GROUP INC.	4,525.61
100302	02/08/2011	AIR	125.00
100303	02/08/2011	ALL TECH SERVICE	679.00
100304	02/08/2011	AMERICAN CHEMICAL & SANITARY SUPPLY	21.04
100305	02/08/2011	AMERICAN GRIP, INC.	241.02
100306	02/08/2011	ARROWHEAD DRINKING WATER	43.49
100307	02/08/2011	ASICS	2,776.78
100308	02/08/2011	AUCA LOS ANGELES	40.09
100309	02/08/2011	AVALON TENT & PARTY	235.01
100310	02/08/2011	B & H PHOTO	705.00
		Unpaid Sales Tax	61.69
		Expensed Amount	766.69

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Checks Dated 02/02/2011 through 03/01/2011

Check Number	Check Date	Pay to the Order of	Check Amount
100311	02/08/2011	B J LETTERING & FLAG SHOP MIKE MATOSIAN	4,253.25
100312	02/08/2011	BAKER & TAYLOR	326.20
100313	02/08/2011	BALLENGER MOTORSPORTS, INC.	319.56
		Unpaid Sales Tax	27.12
		Expensed Amount	346.68
100314	02/08/2011	BESAFE TECHNOLOGIES, INC.	738.15
100315	02/08/2011	BJB ENTERPRISES, INC.	384.43
100316	02/08/2011	BP ENERGY COMPANY BANK OF AMERICA, % REMITTANCE	28,640.28
100317	02/08/2011	BUTLER CHEMICALS, INC.	190.46
100318	02/08/2011	C & L REFRIGERATION CORP.	475.00
100319	02/08/2011	CAROLINA BIOLOGICAL SUPPLY	1,233.55
100320	02/08/2011	CDW GOVERNMENT, INC.	197.15
100321	02/08/2011	CENTER FOR PHLEBOTOMY EDUCATION, INC.	336.92
		Unpaid Sales Tax	27.99
		Expensed Amount	364.91
100322	02/08/2011	CHEF WORKS, INC.	78.69
100323	02/08/2011	CINTAS CORPORATION	28.12
100324	02/08/2011	CINTAS DOCUMENT MANAGEMENT	28.12
100325	02/08/2011	CINTAS DOCUMENT MANAGEMENT	159.50
100326	02/08/2011	CLARK SECURITY PRODUCTS INC.	1,641.96
100327	02/08/2011	COAST FITNESS REPAIR SHOP	1,079.09
100328	02/08/2011	CONCIERGE CLEANERS	421.82
100329	02/08/2011	CPP, INC. DAVIES-BLACK PUBLISHING	4,925.00
100330	02/08/2011	DOW DIVERSIFIED	10,536.89
100331	02/08/2011	FITNESS WHOLESALE, INC.	806.68
100332	02/08/2011	JULIE ANDERSON	25.85
100333	02/08/2011	KRISTEN BUSH	1,540.00
100334	02/08/2011	MIKE COLLINS	64.98
100335	02/08/2011	TRINIDAD J. ARGUELLES	145.05
100336	02/09/2011	BISHOP COMPANY	51.20
100337	02/09/2011	EWING IRRIGATION PRODUCTS	556.50
100338	02/09/2011	CITY OF TUSTIN ATTN: CITY MANAGER'S OFFICE	550.00
100339	02/09/2011	JARED SCOTT	90.00
100340	02/09/2011	LILIANN PEREZ-STROUD	360.00
100341	02/09/2011	PARKWAY LAWNMOWER SHOP	251.34
100342	02/09/2011	POWER FORD TUSTIN	222.30
100343	02/09/2011	RAJBIR SINGH	78.00
100344	02/09/2011	ROBERT W. SIMONEAU	10,410.00
100345	02/09/2011	S & B FOODS CATERING DIVISION	391.50
100346	02/09/2011	SAFEWAY INC/PAVILIONS	385.33
100347	02/09/2011	SCHOOLS FIRST FEDERAL CREDIT UNION	11,968.00
100348	02/09/2011	SHELF MASTER, INC.	140.88
100349	02/09/2011	SIEMENS WATER TECHNOLOGIES	365.80
100350	02/09/2011	SMART & FINAL IRIS CO.	740.95
100351	02/09/2011	SMART LEVELS MEDIA	167.18
100352	02/09/2011	SMITH SYSTEM	751.60
		Unpaid Sales Tax	57.45
		Expensed Amount	809.05
100353	02/09/2011	TECHNIC BUSINESS SOLUTIONS	371.86
100354	02/09/2011	TECHNOFIT	191.15
100355	02/09/2011	THOMAS L. SMITH	102.59
100356	02/09/2011	TOOL DEPOT	1,581.22
100357	02/09/2011	TROXELL COMMUNICATIONS, INC.	674.00

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Checks Dated 02/02/2011 through 03/01/2011

Check Number	Check Date	Pay to the Order of	Check Amount
100358	02/09/2011	TUSTIN CHRYSLER JEEP DODGE WHOLESALE PARTS	1,245.03
100359	02/09/2011	ULINE ATTN: ACCOUNTS RECEIVABLE	290.31
100360	02/09/2011	UNISOURCE WORLDWIDE INC.	5,638.57
100361	02/09/2011	UNITED INTERIORS	975.30
100362	02/09/2011	UNITED SITE SERVICES OF CALIFORNIA, INC.	581.25
100363	02/09/2011	VENTEK INTERNATIONAL	180.00
100364	02/09/2011	VISTA PAINT CORPORATE OFFICE	778.60
100365	02/09/2011	WARD'S NATURAL SCIENCE	77.33
100366	02/09/2011	WHITE CAP INDUSTRIES	705.25
100367	02/09/2011	WIRED PLANET	337.50
100368	02/09/2011	WITT COMPANY	488.06
100369	02/09/2011	ANITA MC DONALD	27.54
100370	02/09/2011	BART MC HENRY	28.58
100371	02/09/2011	BETH MUELLER	19.28
100372	02/09/2011	CORINNE JACKSON	40.77
100373	02/09/2011	DAVID E. ANDERSON, JR.	55.20
100374	02/09/2011	DONNA PRIBYL	7.76
100375	02/09/2011	ESTER GRAHAM	168.10
100376	02/09/2011	EVE SHIEH	27.74
100377	02/09/2011	JOYCE SPEAKMAN	13.77
100378	02/09/2011	LA NELL PEEBLES	13.77
100379	02/09/2011	LORI MANGELS	130.82
100380	02/09/2011	MICHAEL O'MEARA	27.54
100381	02/09/2011	NICOLE LOFTUS	186.98
100382	02/09/2011	PATRICK WEBSTER	70.21
100383	02/09/2011	RUBY HAZZARD	27.54
100384	02/09/2011	SILVER LEOWIDJAJA	40.77
100385	02/09/2011	SONJA WYCHE	37.04
100386	02/09/2011	TEDDI LORCH	113.47
100387	02/09/2011	TRACY DALY	67.17
100388	02/10/2011	ACCCA	445.00
100389	02/10/2011	AVO TRAINING INSTITUTE ATTN: REGISTRAR	675.00
100390	02/10/2011	CCCCIO	315.00
100391	02/10/2011	DANIEL LUZKO	650.00
100392	02/10/2011	EMBASSY SUITES CHICAGO	503.19
100393	02/10/2011	FRANCES MILLER	154.93
100394	02/10/2011	JAKE MUNNS	115.00
100395	02/10/2011	JANICE PARK	325.00
100396	02/10/2011	MARK KRUHMIN	49.95
100397	02/10/2011	ORANGE COUNTY DEPARTMENT OF EDUCATION	20.00
100398	02/10/2011	THOMAS JOHN PRENDERGAST	164.22
100399	02/10/2011	TONI LAKOW	129.04
100400	02/10/2011	TRACY DALY	47.00
100401	02/10/2011	YOSEMITE COMMUNITY COL. DIST. FOR CCC REGISTRY JOB FAIR	50.00
100402	02/10/2011	RICOH AMERICAS CORPORATION	240.66
100403	02/10/2011	SAN DIEGO GAS & ELECTRIC	61,320.67
100404	02/10/2011	ACSIG/EDGE	132,440.68
100405	02/10/2011	ACSIG/EDGE	43,827.42
100406	02/10/2011	HYATT LEGAL	7,387.00
100407	02/10/2011	PACIFICARE BEHAVIORAL HEALTH	3,184.44
100408	02/10/2011	PRUDENTIAL INSURANCE COMPANY OF AMERICA	26,976.65
100409	02/10/2011	PRUDENTIAL INSURANCE COMPANY OF AMERICA	15,035.89
100410	02/10/2011	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	1,150,536.00
100411	02/10/2011	UNUM LIFE INSURANCE COMPANY	1,424.86
100412	02/10/2011	UNUM LIFE INSURANCE COMPANY	3,228.00

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Check Number	Check Date	Pay to the Order of	Check Amount
100413	02/10/2011	ACSIG/EDGE	14,074.04
100414	02/10/2011	ACSIG/EDGE	3,913.38
100415	02/10/2011	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	249,595.00
100416	02/10/2011	C.W. DRIVER CONTRACTORS, INC.	11,331.00
100417	02/10/2011	CLARKE & ASSOCIATES, INC.	1,416.38
100418	02/10/2011	CONDOR, INC.	87,925.00
100419	02/10/2011	DOUGHERTY + DOUGHERTY ARCHITECTS LLP	1,900.56
100420	02/10/2011	DVV ASSOCIATES, INC.	2,375.00
100421	02/10/2011	ENVIRON	11,446.63
100422	02/10/2011	FLOOR TECH GROUP	32,918.00
100423	02/10/2011	GEO SPECTRA CONSULTING ENGINEERS, INC.	560.00
100424	02/10/2011	GOVERNMENT FINANCIAL STRATEGIES, INC.	6,050.00
100425	02/10/2011	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.	19,080.00
100426	02/10/2011	JOYCE INSPECTION & TESTING	11,424.00
100427	02/10/2011	MC CARTHY BUILDING COMPANIES	3,751.06
100428	02/10/2011	MC KENNA LONG & ALDRIDGE, LLP	4,442.90
100429	02/10/2011	OC REGISTER COMMERCIAL BILLING	1,680.00
100430	02/10/2011	PRECISION FLOOR COVERING	3,001.31
100431	02/10/2011	RJM DESIGN GROUP, INC.	8,592.94
100432	02/10/2011	U.S. DEMOLITION, INC.	373,386.33
100433	02/10/2011	UNITED SITE SERVICES OF CALIFORNIA, INC.	1.89
100434	02/10/2011	XEROX CORP.	887.96
100435	02/11/2011	ARACELLI TRUJILLO	50.00
100436	02/11/2011	FRANCISCO VASQUEZ	600.00
100437	02/11/2011	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	791.00
100438	02/11/2011	PURETEC	241.96
100439	02/11/2011	R & H THEATRICALS	16.00
100440	02/11/2011	S & B FOODS CATERING DIVISION	150.89
100441	02/11/2011	SMART LEVELS MEDIA	340.77
100442	02/11/2011	SPECTRUM CHEMICAL MFG. CORP.	100.36
100443	02/11/2011	STABILIZER SOLUTIONS, INC.	2,210.01
100444	02/11/2011	SUPERCIRCUITS, INC.	275.01
100445	02/11/2011	TEAM ATHLETICS	1,674.75
100446	02/11/2011	THOMAS JOHN PRENDERGAST	46.99
100447	02/11/2011	TUTTLE-CLICK FORD	22.27
100448	02/11/2011	WARD'S NATURAL SCIENCE	77.33
100449	02/11/2011	WORLDPOINT ECC, INC.	276.95
		Unpaid Sales Tax	23.10
		Expensed Amount	300.05
100450	02/11/2011	ROCKVIEW FARMS	380.85
100451	02/11/2011	SMART & FINAL IRIS CO.	1,437.40
100452	02/11/2011	CATHERINE BERES	295.81
100453	02/11/2011	FHEG IVC BOOKSTORE STORE NO 895 M.A.739	1,948.88
100454	02/11/2011	FHEG SADDLEBACK COLL. BKSTORE NO. 296 MA 2964429	195.21
100455	02/11/2011	FHEG SADDLEBACK COLLEGE STORE 296 M.A. 296210	111.41
100456	02/11/2011	FHEG SADDLEBACK COLLEGE STORE 296 M.A. 2964410	126.09
100457	02/11/2011	GRAYBAR ELECTRIC CO.	1,999.18
100458	02/11/2011	IAEDP	250.00
100459	02/11/2011	IRVINE RANCH WATER DIST.	4,019.66
100460	02/11/2011	LASER SOURCE	276.41
100461	02/11/2011	MOULTON-NIGUEL WATER DIST.	2,144.13
100462	02/11/2011	OCE-IMAGISTICS	20.00

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Check Number	Check Date	Pay to the Order of	Check Amount
100463	02/11/2011	PROTECTED INSURANCE PROGRAM FOR SCHOOLS	145,609.00
100464	02/11/2011	SUMAYA MCCLEAVE	2.23
100465	02/11/2011	THE INSTRUMENTALIST	21.00
100466	02/11/2011	BLICK ART MATERIALS	694.09
100467	02/11/2011	BLUEPALM ART CULTURE EDUCATION	1,000.00
100468	02/11/2011	CPP, INC. DAVIES-BLACK PUBLISHING	7,326.00
100469	02/11/2011	DA CAPO MUSIC	165.40
100470	02/11/2011	DELL MARKETING L.P. C/O DELL USA L.P.	1,847.67
100471	02/11/2011	DENOYER-GEPPERT SCIENCE CO.	19,944.49
		Unpaid Sales Tax	1,745.14
		Expensed Amount	21,689.63
100472	02/11/2011	DICK'S SPORTING GOODS	3,037.20
100473	02/11/2011	DICK'S SPORTING GOODS	1,198.34
100474	02/11/2011	DirecTV	90.72
100475	02/11/2011	DLS BUILDERS, INC.	13,752.00
100476	02/11/2011	DORINGER MANUFACTURING COMPANY	5,383.13
100477	02/11/2011	EAGLE COMMUNICATIONS	3,907.42
100478	02/11/2011	EBERHARD EQUIPMENT	180.85
100479	02/11/2011	ECONOMIC ALTERNATIVES, INC.	347.91
100480	02/11/2011	EDWARD EIEN	310.00
100481	02/11/2011	EXCELSIOR ELEVATOR CORPORATION	975.00
100482	02/11/2011	EXPERIAN	77.00
100483	02/11/2011	FANTASY DESIGNS	1,395.03
100484	02/11/2011	FEDERAL EXPRESS	1,572.26
100485	02/11/2011	FILMAKERS LIBRARY, INC.	310.00
		Unpaid Sales Tax	25.81
		Expensed Amount	335.81
100486	02/11/2011	FISHER SCIENTIFIC	6,403.58
100487	02/11/2011	FOSTER CARE AUXILIARY OF OC	120.00
100488	02/11/2011	FREEWAY AUTO SUPPLY	479.60
100489	02/11/2011	FRY'S ELECTRONICS	415.36
100490	02/11/2011	FULLER TRUCK ACCESSORIES BRUCE E. MIHELICH LLC	3,511.68
100491	02/11/2011	JAN FRITSEN	150.00
100492	02/11/2011	JOHN W. EDWARDS	42.35
100493	02/11/2011	MICHELE DUGAN	180.00
100494	02/11/2011	RON ELLISON	500.00
100495	02/11/2011	SPARKLETTS	787.99
100496	02/11/2011	SPARKLETTS	565.78
100497	02/11/2011	DAIRY DEPOT	52.78
100498	02/14/2011	CITY OF TUSTIN ATTN: CITY MANAGER'S OFFICE	3,000.00
100499	02/15/2011	LEARNINGTIMES, LLC.	50.00
100500	02/15/2011	LOS SERRANOS GOLF COURSE	1,600.00
100501	02/15/2011	XEROX CORP.	22,678.95
100502	02/15/2011	XEROX CORP.	264.69
100503	02/15/2011	AAA ACCESS SMOG	50.00
100504	02/15/2011	ACCREDITING COMMISSION FOR COMMUNITY & JUNIOR COLLEGES	2,845.35
100505	02/15/2011	ACME LIFTING PRODUCTS, INC	376.64
		Unpaid Sales Tax	29.84
		Expensed Amount	406.48
100506	02/15/2011	ADRENALIN SPORTS APPAREL DBA JOANN MARIE HYDER	1,984.30
100507	02/15/2011	ADVANTA ENERGY	800.00

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Check Number	Check Date	Pay to the Order of	Check Amount
100508	02/15/2011	AIR SOURCE INDUSTRIES, INC.	73.22
100509	02/15/2011	ALL ELECTRONICS CORP.	337.03
100510	02/15/2011	AMERICAN ACADEMY OF PROFESSIONAL CODERS (AAPC)	125.00
100511	02/15/2011	AMERICAN FUTURE SYSTEMS, INC. dba: CTR. FOR ED.& EMPLMT LAW	241.95
100512	02/15/2011	ARBOR SCIENTIFIC	91.52
		Unpaid Sales Tax	7.35
		Expensed Amount	98.87
100513	02/15/2011	ASSESSMENT TECHNOLOGIES INSTITUTE, LLC	3,900.00
100514	02/15/2011	ATKINSON, ANDELSON, LOYA, RUUD	27,136.55
100515	02/15/2011	AUCA LOS ANGELES	118.68
100516	02/15/2011	BAKER & TAYLOR	19.69
100517	02/15/2011	BANNERSANDSIGNS.NET	24.03
100518	02/15/2011	BASIC MICRO	184.80
100519	02/15/2011	BEST BUY BUSINESS ADVANTAGE ACCT	199.73
100520	02/15/2011	BRAND ATHLETICS	8,950.73
100521	02/15/2011	BROADCAST MUSIC, INC.	8,432.44
100522	02/15/2011	BUDDY'S ALL STARS	67.43
100523	02/15/2011	CLARKE & ASSOCIATES, INC.	210.94
100524	02/15/2011	COAST FITNESS REPAIR SHOP	75.25
100525	02/15/2011	CORNER BAKERY CAFE	173.46
100526	02/15/2011	JUAN AVALOS	42.18
100527	02/15/2011	MIKE BROWN GRANDSTANDS, INC. BRAND SERVICES, INC.	500.00
100528	02/15/2011	OFFICEMAX CONTRACT INC.	39,933.00
100529	02/15/2011	BCH WATERWORKS	135.00
100530	02/15/2011	OFFICEMAX CONTRACT INC.	79.00
100531	02/15/2011	AT&T	228.69
100532	02/15/2011	AT&T	5,452.18
100533	02/15/2011	AT&T	11.50
100534	02/15/2011	AT&T	11.45
100535	02/15/2011	SOUTHERN CALIFORNIA GAS CO.	100.36
100536	02/15/2011	STATE BOARD OF EQUALIZATION	3,949.00
100537	02/16/2011	BILL JAY	352.85
100538	02/16/2011	BRUCE HAGAN	29.97
100539	02/16/2011	FOREST LAKE EDUCATION MANAGEMENT	40,187.88
100540	02/16/2011	GALLS INC. %GALLS RETAIL CA LOCK BOX	217.42
100541	02/16/2011	GARY I. KUSUNOKI	210.00
100542	02/16/2011	GREEN THUMB INTERNATIONAL	141.86
100543	02/16/2011	GUNTHER'S ATHLETIC SERVICE	7,447.20
100544	02/16/2011	HERNANDEZ, GABRIELA	50.00
100545	02/16/2011	HERTZ EQUIPMENT RENTAL	10,097.00
100546	02/16/2011	HIGHER ONE INC.	560.40
100547	02/16/2011	HIRSCH PIPE & SUPPLY	59.14
100548	02/16/2011	HORIZON	172.12
100549	02/16/2011	IMAGE PRINTING SOLUTIONS CATHY ARONSON	1,472.48
100550	02/16/2011	INGARDIA BROTHERS PRODUCE, INC.	1,282.82
100551	02/16/2011	INSIGHT MEDIA	1,760.66
		Unpaid Sales Tax	157.32
		Expensed Amount	1,917.98
100552	02/16/2011	INTERSTATE BATTERIES OF CALIFORNIA COAST	1,028.33
100553	02/16/2011	INTERSTATE ELECTRIC	94.79
100554	02/16/2011	JACKSON, DE MARCO, TIDUS, & PE	2,172.50
100555	02/16/2011	JACQUELINE GOODE	240.00

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Checks Dated 02/02/2011 through 03/01/2011

Check Number	Check Date	Pay to the Order of	Check Amount
100556	02/16/2011	JULIA JENNER	74.57
100557	02/16/2011	KEN'S SPORTING GOODS	232.15
100558	02/16/2011	LAGUNA GRAPHIC ARTS, INC.	304.50
100559	02/16/2011	LAURA'S INT PLANTSCAPE SERV	268.51
100560	02/16/2011	LAWNMOWERS ETC., LLC	189.91
100561	02/16/2011	LISA JANE GORE	1,000.00
100562	02/16/2011	MORITAKA KINA	720.00
100563	02/16/2011	SAMIR KHUNDY	256.58
100564	02/16/2011	SHARON LANDIS	480.00
100565	02/16/2011	W. W. GRAINGER	792.87
100566	02/16/2011	KAPLAN EARLY LEARNING COMPANY	81.10
100567	02/16/2011	HEALTH DIMENSIONS	450.00
100568	02/16/2011	SOUTHERN CALIFORNIA GAS CO.	18,331.59
100569	02/16/2011	SRO ARTISTS, INC.	3,255.00
100570	02/16/2011	ACCUVANT INC.	83,579.40
100571	02/16/2011	BLICK ART MATERIALS	155.33
100572	02/16/2011	CALIFORNIA PRESENTERS C/O RUTH ROSENBERG	100.00
100573	02/16/2011	CAPT BUSINESS OFFICE	146.00
100574	02/16/2011	CAROLINA BIOLOGICAL SUPPLY	483.35
100575	02/16/2011	CCCMVCA % TOM PESTOLESI, TREASURER	125.00
100576	02/16/2011	CINTAS CORPORATION	56.24
100577	02/16/2011	CINTAS DOCUMENT MANAGEMENT	97.70
100578	02/16/2011	CLARK SECURITY PRODUCTS INC.	887.22
100579	02/16/2011	COACH AMERICA	778.00
100580	02/16/2011	COASTLINE ROP	1,679.70
100581	02/16/2011	COLE-PARMER INSTRUMENT COMPANY	475.87
100582	02/16/2011	COMP USA RETAIL, INC. SYX SERVICES	815.24
		Unpaid Sales Tax	69.90
		Expensed Amount	885.14
100583	02/16/2011	CONSOLIDATED ELECTRICAL DIST.	3,438.87
100584	02/16/2011	COUTTS LIBRARY SERVICES, INC.	47.68
100585	02/16/2011	COX COMMUNICATIONS	4,268.84
100586	02/16/2011	CROWN VALLEY SELF STORAGE	597.88
100587	02/16/2011	CRUCIAL TECHNOLOGY	42.62
100588	02/16/2011	CULLIGAN	50.45
100589	02/16/2011	DAKTRONICS	15,145.78
100590	02/16/2011	DE NAULT'S TRUE VALUE HARDWARE	24.78
100591	02/16/2011	DELL MARKETING L.P. C/O DELL USA L.P.	519.66
100592	02/16/2011	DEXON COMPUTER, INC.	4,410.00
		Unpaid Sales Tax	385.00
		Expensed Amount	4,795.00
100593	02/16/2011	DUNN-EDWARDS CORPORATION	1,124.44
100594	02/16/2011	JANINE C. CIRRITO	5,250.00
100595	02/16/2011	SHELL FLEET CARD SERVICES PROCESSING CENTER	1,479.93
100596	02/16/2011	SPARKLETTS	59.60
100597	02/16/2011	AdvanceTek	8,000.00
100598	02/16/2011	ANDERSEN'S DOOR SERVICE, INC.	3,273.02
100599	02/16/2011	BAYLEY CONSTRUCTION	839,652.34
100600	02/16/2011	CATALYST CONSULTING	9,045.00
100601	02/16/2011	COMMUNITY BANK ATTN: L. BUHL-ESCROW 1623	100,139.97
100602	02/16/2011	F. J. ZAM COMPANY	900.00
100603	02/16/2011	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.	3,125.00
100604	02/16/2011	INTERNATIONAL FIDELITY INSURANCE COMPANY	84,427.68

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Check Number	Check Date	Pay to the Order of	Check Amount
100605	02/16/2011	JANUS CORPORATION	12,910.00
100606	02/16/2011	JOYCE INSPECTION & TESTING	11,664.00
100607	02/16/2011	MARK IV COMMUNICATIONS, INC.	6,140.78
100608	02/16/2011	MC KENNA LONG & ALDRIDGE, LLP	20,804.19
100609	02/16/2011	NEUDESIC, LLC	47,763.00
100610	02/16/2011	NIMBLE CONSULTING	10,000.00
100611	02/16/2011	NOVOGRADAC & COMPANY, LLP	5,000.00
100612	02/16/2011	NU AGE DEVELOPMENT, INC.	13,500.00
100613	02/16/2011	PARAMOUNT PAINTING	29,200.00
100614	02/16/2011	PJHM ARCHITECTS	3,031.90
100615	02/16/2011	PUBLIC ECONOMICS, INC.	5,306.90
100616	02/16/2011	RR SYSTEMS, INC.	962.00
100617	02/16/2011	AYRES SUITES YORBA LINDA	343.41
100618	02/16/2011	BART MC HENRY	20.00
100619	02/16/2011	CALIFORNIA NARCOTIC OFFICERS ASSOCIATION (CNOA)	225.00
100620	02/16/2011	CCUPCA (CALIFORNIA COLLEGE & UNIV POLICE CHIEFS ASSOC)	325.00
100621	02/16/2011	EMBASSY SUITES LAKE TAHOE RESORT	409.11
100622	02/16/2011	GINA SHAFFER	412.00
100623	02/16/2011	JIM WRIGHT	647.14
100624	02/16/2011	MARCELO PIRES	300.00
100625	02/16/2011	MICHELLE SCHARF	91.50
100626	02/16/2011	RICHARD GROSCOST	1,053.12
100627	02/16/2011	ROBERT COSGROVE	300.40
100628	02/16/2011	STEVE TEH	300.00
100629	02/16/2011	TAMERA RICE	575.25
100630	02/16/2011	WILLIAM (BEAU) ARBUTHNOT	109.00
100631	02/17/2011	DANIEL SMITH, INC.	249.00
		Unpaid Sales Tax	21.78
		Expensed Amount	270.78
100632	02/17/2011	DAVID SHINNICK	48.90
100633	02/17/2011	HELENE SHOTWELL	180.00
100634	02/17/2011	J.W. PEPPER & SON, INC.	314.76
100635	02/17/2011	PARKWAY LAWNMOWER SHOP	103.42
100636	02/17/2011	PRO CHEMICAL & DYE	510.08
		Unpaid Sales Tax	36.06
		Expensed Amount	546.14
100637	02/17/2011	QUEST DIAGNOSTICS	128.72
100638	02/17/2011	RIO GRANDE ALBUQUERQUE THE BELL GROUP	1,022.40
		Unpaid Sales Tax	88.77
		Expensed Amount	1,111.17
100639	02/17/2011	S & B FOODS CATERING DIVISION	170.19
100640	02/17/2011	SARGENT-WELCH LLC VWR INTERNATIONAL	447.70
100641	02/17/2011	SCANTRON CORPORATION	84.98
100642	02/17/2011	SECURITAS SECURITY SVCS, USA	4,645.16
100643	02/17/2011	SHRED-IT CAMPO ENTERPRISES, INC.	244.00
100644	02/17/2011	SKS, INC. PETROLEUM DISTRIBUTORS	215.47
100645	02/17/2011	SMARDAN SUPPLY - EL MONTE	307.21
100646	02/17/2011	SMART LEVELS MEDIA	1,303.91
100647	02/17/2011	SNAP-ON INDUSTRIAL A Division of IDSC Holdings	24,500.29
100648	02/17/2011	SODEXHO AMERICA, LLC SAN RAMON VALLEY	22,118.32
100649	02/17/2011	CONF. CENTER SOLARWINDS.NET, INC.	1,596.00

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Checks Dated 02/02/2011 through 03/01/2011

Check Number	Check Date	Pay to the Order of	Check Amount
100650	02/17/2011	SOUTHERN COUNTIES OIL DBA/SC FUELS	4,393.46
100651	02/17/2011	SPECTRUM CHEMICAL MFG. CORP.	259.36
100652	02/17/2011	TOMARK SPORTS, INC.	163.46
100653	02/17/2011	TUSTIN CHRYSLER JEEP DODGE WHOLESALE PARTS	45.13
100654	02/17/2011	TUTTLE-CLICK FORD	921.61
100655	02/17/2011	U.S. DATA TRUST CORPORATION	5,290.00
100656	02/17/2011	UNITED SITE SERVICES OF CALIFORNIA, INC.	270.82
100657	02/17/2011	USA MOBILITY ATTN: ACCOUNTS RECEIVABLE	76.11
100658	02/17/2011	W A X I E	215.41
100659	02/17/2011	WARD'S NATURAL SCIENCE	65.80
100660	02/17/2011	WARE DISPOSAL CO., INC.	4,308.39
100661	02/17/2011	WESTERN EXTERMINATOR COMPANY	895.00
100662	02/17/2011	WESTERN GRAPHICS PLUS, INC.	2,323.55
100663	02/17/2011	WILLIAMS RECORDING	1,600.00
100664	02/17/2011	XEROX CORP.	590.52
100665	02/17/2011	YALE CHASE MATERIALS HANDLING	54.10
100666	02/17/2011	SO. ORANGE CO. COMM. COL. DIST	4,008.31
100667	02/17/2011	4 IMPRINT	430.36
		Unpaid Sales Tax	34.26
		Expensed Amount	464.62
100668	02/17/2011	AYRES HOTEL - LAGUNA WOODS	653.76
100669	02/17/2011	HOLLY MAGANA, PhD.	120.00
100670	02/17/2011	JACKSTIN JACKSON KELLY	12,850.00
100671	02/17/2011	LAERDAL MEDICAL CORP.	67,753.18
100672	02/17/2011	LIEBERT CASSIDY WHITMORE	2,447.50
100673	02/17/2011	MAQUINSAL SEWING MACHINE CO.	2,120.63
100674	02/17/2011	MARBELLA COUNTRY CLUB	3,000.00
100675	02/17/2011	MARK IV COMMUNICATIONS, INC.	15,595.67
100676	02/17/2011	MARKETLAB, INC.	585.97
		Unpaid Sales Tax	44.48
		Expensed Amount	630.45
100677	02/17/2011	MC FADDEN-DALE INDUSTRIAL HARDWARE LLC	359.05
100678	02/17/2011	MC KESSON MEDICAL SURGICAL	5.31
100679	02/17/2011	McLOGAN SUPPLY COMPANY, INC.	2,515.15
100680	02/17/2011	MEDIX CORPORATION	358.60
100681	02/17/2011	MICHAEL O'MEARA	4.61
100682	02/17/2011	MILLENNIUM BUSINESS SERVICES Marty Cohn	2,472.92
100683	02/17/2011	MKH ELECTRONICS	173.49
100684	02/17/2011	MOORE MEDICAL, LLC	22.07
100685	02/17/2011	MSC INDUSTRIAL SUPPLY CO.	1,136.78
		Unpaid Sales Tax	99.47
		Expensed Amount	1,236.25
100686	02/17/2011	NEWBEGINNINGS, INC. CATERING DIVISION	194.12
100687	02/17/2011	NEWPORT COMPUTER SOLUTIONS, INC	3,075.45
100688	02/17/2011	NIELSEN, MERKSAMER, PARRINELLOGROSS & LEONI, LLP	1,500.00
100689	02/17/2011	OCLC, INC. DEPT #34299	537.34
100690	02/17/2011	ORKIN EXTERMINATING	5,573.50
100691	02/17/2011	RAVE ON PRODUCTIONS, LLC	7,812.00
100692	02/17/2011	ORKIN EXTERMINATING	93.60
100693	02/17/2011	SHAKEH MEHRABIAN	75.00
100694	02/17/2011	TERRY R. O'NEILL dba THE O'NEILL CO.	100.00
100695	02/22/2011	AT&T	10.22
100696	02/22/2011	AT&T	56.07

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Check Number	Check Date	Pay to the Order of	Check Amount
100697	02/22/2011	SOUTHERN CALIFORNIA EDISON CO.	6,376.17
100698	02/22/2011	SOUTHERN CALIFORNIA EDISON CO.	13,655.67
100699	02/22/2011	SOUTHERN CALIFORNIA EDISON CO.	96.89
100700	02/22/2011	CALIFORNIA PLACEMENT ASSN.	250.00
100701	02/22/2011	HUMPHREY'S HALF MOON INN SUITES	371.46
100702	02/22/2011	AARDVARK CLAY AND SUPPLIES	213.04
100703	02/22/2011	ABC ICE HOUSE	5.87
100704	02/22/2011	ACTT	255.57
100705	02/22/2011	ADCLUB ADVERTISING SERVICE	31,759.15
100706	02/22/2011	ADORAMA CAMERA	1,829.35
		Unpaid Sales Tax	160.07
		Expensed Amount	1,989.42
100707	02/22/2011	ALLEN DISPLAY	531.30
		Unpaid Sales Tax	36.43
		Expensed Amount	567.73
100708	02/22/2011	ALLIED REFRIGERATION INC	121.58
100709	02/22/2011	ARS ENTERPRISES	2,434.23
100710	02/22/2011	AYU TECHNOLOGY SOLUTIONS, LLC	1,000.00
100711	02/22/2011	B & H PHOTO	199.95
		Unpaid Sales Tax	17.50
		Expensed Amount	217.45
100712	02/22/2011	BASIC MICRO	162.96
100713	02/22/2011	BHJ INC.	54.04
100714	02/22/2011	BILLY TEES	731.15
100715	02/22/2011	BIO-RAD LABORATORIES, INC. LIFE SCIENCE GROUP	477.30
100716	02/22/2011	C & H DISTRIBUTORS, INC.	521.21
100717	02/22/2011	CAPISTRANO SEWING MACHINE CO	747.22
100718	02/22/2011	CARIE CRUZ	70.00
100719	02/22/2011	CAROLINA BIOLOGICAL SUPPLY	201.31
100720	02/22/2011	CATHERINE BERES	32.58
100721	02/22/2011	CDW GOVERNMENT, INC.	76.81
100722	02/22/2011	CITRIX ONLINE	1,740.60
100723	02/22/2011	COACH AMERICA	2,839.31
100724	02/22/2011	COAST FITNESS REPAIR SHOP	988.46
100725	02/22/2011	COMMUNITY COLLEGE LEAGUE OF CALIFORNIA/CCCAA	92.00
100726	02/22/2011	CQ PRESS SAGE PUBLICATIONS, INC.	186.80
100727	02/22/2011	CYNOSURE NEW MEDIA, INC.	500.00
100728	02/22/2011	DR. ROBERT BRAMUCCI	63.08
100729	02/22/2011	GARY BARNAK	9,647.56
100730	02/22/2011	JANE L. COLLIER	180.00
100731	02/22/2011	JULIE ANDERSON	25.00
100732	02/22/2011	KATHARINE S. BROOKS	5,000.00
100733	02/22/2011	OFFICEMAX CONTRACT INC.	6,312.76
100734	02/22/2011	ORANGE COAST COLLEGE COMMUNITY EDUCATION	231.12
100735	02/22/2011	TAMMY BECKNER	120.00
100736	02/22/2011	THE BLIND FACTORY	595.00
100737	02/22/2011	TOM DORMAN	28.23
100738	02/23/2011	AT&T	11.34
100739	02/23/2011	SOUTHERN CALIFORNIA GAS CO.	3,994.71
100740	02/23/2011	SOUTHERN CALIFORNIA GAS CO.	6,154.55
100741	02/23/2011	SOUTHERN CALIFORNIA GAS CO.	35.02
100742	02/23/2011	VERIZON	519.58

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Check Number	Check Date	Pay to the Order of	Check Amount
100743	02/24/2011	ANTHONY G. CAPPUCCILLI	150.00
100744	02/24/2011	BRUCE SOBCZAK	508.41
100745	02/24/2011	CALIFORNIA COMMUNITY COLLEGES % JULIE MOORE, ETS REGISTRAR	200.00
100746	02/24/2011	CCCCSSAA c/o BRUCE PATT	300.00
100747	02/24/2011	CCCEOPSA CERRITOS COLLEGE	95.00
100748	02/24/2011	CLAIRE CESAREO-SILVA	603.02
100749	02/24/2011	COMMUNITY COLLEGE LEAGUE OF CAATTN: SARAH GODEGAST	735.00
100750	02/24/2011	FESS PARKER'S DOUBLETREE RESORT	246.62
100751	02/24/2011	JEFFREY W. HSU	9.00
100752	02/24/2011	KEN PATTON	1,389.48
100753	02/24/2011	KENT MADOLE	433.80
100754	02/24/2011	KENT MADOLE	975.00
100755	02/24/2011	MARTIN MC GROGAN	1,356.70
100756	02/24/2011	ROBERT MELENDEZ	91.00
100757	02/24/2011	TUSTIN UNIFIED SCHOOL DISTRICT	106.00
100758	02/24/2011	MARBELLA COUNTRY CLUB	3,000.00
100759	02/24/2011	DANIEL E. RIVAS	269.66
100760	02/24/2011	HM RECEIVABLES CO LLC	531.14
100761	02/24/2011	P & R PAPER SUPPLY COMPANY	299.72
100762	02/24/2011	PETE'S ROAD SERVICE	620.83
100763	02/24/2011	PORT SUPPLY	103.44
100764	02/24/2011	PRISMATIC MAGIC, LLC	32,298.75
100765	02/24/2011	QUEST DIAGNOSTICS	729.56
100766	02/24/2011	ROYAL PLYWOOD CO., LLC	1,671.24
100767	02/24/2011	SADDLEBACK GOLF CARS, INC.	104.50
100768	02/24/2011	SAFELITE AUTO GLASS	248.20
100769	02/24/2011	SARGENT-WELCH LLC VWR INTERNATIONAL	354.22
100770	02/24/2011	SEHI PROCOMP COMPUTER PRODUCTS	2,083.22
100771	02/24/2011	SHRED-IT CAMPO ENTERPRISES, INC.	80.00
100772	02/24/2011	SKS, INC. PETROLEUM DISTRIBUTORS	1,513.30
100773	02/24/2011	SMART LEVELS MEDIA	474.15
100774	02/24/2011	SNADER AND ASSOCIATES INC.	7,860.45
100775	02/24/2011	SPECTRUM CHEMICAL MFG. CORP.	1,370.43
100776	02/24/2011	SPORTS FACILITIES GROUP, INC.	3,500.00
100777	02/24/2011	SYSCO LOS ANGELES, INC.	614.59
100778	02/24/2011	TRI-AD	733.00
100779	02/24/2011	TUSTIN CHRYSLER JEEP DODGE WHOLESALE PARTS	851.83
100780	02/24/2011	ULINE ATTN: ACCOUNTS RECEIVABLE	961.18
100781	02/24/2011	UNITED RENTALS	818.44
100782	02/24/2011	VENDINI, INC. CORPORATE HEADQUARTERS	1,371.31
100783	02/24/2011	VERNIER SOFTWARE	31,855.82
100784	02/24/2011	WATER VISIONS, INC. DBA PSI	358.22
100785	02/24/2011	WEST-LITE SUPPLY CO.	152.03
100786	02/24/2011	BOB PARRETT CONSTRUCTION	2,640.00
100787	02/24/2011	CATALYST CONSULTING	9,450.00
100788	02/24/2011	GEO SPECTRA CONSULTING ENGINEERS, INC.	160.00
100789	02/24/2011	IN MOTION CONSULTING	10,400.00
100790	02/24/2011	MARK IV COMMUNICATIONS, INC.	4,740.78
100791	02/24/2011	NEUDESIC, LLC	24,037.00
100792	02/24/2011	OC REGISTER COMMERCIAL BILLING	1,680.00
100793	02/24/2011	OCLC, INC. DEPT #34299	495.00
100794	02/24/2011	PB AMERICAS, INC.	3,440.39
100795	02/24/2011	R2A ARCHITECTURE	13,103.56
100796	02/24/2011	RECRUITER SUPPORT SERVICES	7,840.00

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Check Number	Check Date	Pay to the Order of	Check Amount
100797	02/25/2011	BETH MUELLER	21.38
100798	02/25/2011	CLIFFORD MEYER %AUTO TECH	52.00
100799	02/25/2011	DAUNE MAIN	67.50
100800	02/25/2011	DAVID E. ANDERSON, JR.	42.02
100801	02/25/2011	ELLEN POLING	66.14
100802	02/25/2011	GRACE TRAINING SUPPLY	65.00
		Unpaid Sales Tax	4.81
		Expensed Amount	69.81
100803	02/25/2011	GUY, GEORGINA	21.90
100804	02/25/2011	HAITBRINK ASPHALT PAVING, INC.	10,860.00
100805	02/25/2011	HAMPTON TEDDER ELECTRIC CO.	38,000.00
100806	02/25/2011	HARDY DIAGNOSTICS	2,794.99
100807	02/25/2011	HENCELYN CHU	93.64
100808	02/25/2011	HERCULES PORTABLE POWER, INC.	3,281.04
100809	02/25/2011	HOLLYWOOD CAMERA WORK, LLC	337.39
		Unpaid Sales Tax	28.79
		Expensed Amount	366.18
100810	02/25/2011	HORIZON	1,875.72
100811	02/25/2011	HUMPHREY'S HALF MOON INN SUITES	927.01
100812	02/25/2011	IFC IN THEATERS Attn: PAT ALEXANDER	400.00
100813	02/25/2011	IMAGE PRINTING SOLUTIONS	4,434.83
100814	02/25/2011	INDUSTRIAL METAL SUPPLY CO.	268.00
100815	02/25/2011	IRVINE PIPE & SUPPLY	1,376.30
100816	02/25/2011	JOHNSTONE SUPPLY	66.72
100817	02/25/2011	JULIE ANDERSON	27.30
100818	02/25/2011	KEN'S SPORTING GOODS	103.09
100819	02/25/2011	KNORR SYSTEMS, INC.	18,274.00
100820	02/25/2011	LAGUNA GRAPHIC ARTS, INC.	570.94
100821	02/25/2011	LAGUNA WOODS VILLAGE POTTERS & SCULPTORS CLUB	4,380.00
100822	02/25/2011	MARK KRUHMIN	33.64
100823	02/25/2011	MARKETLAB, INC.	273.22
		Unpaid Sales Tax	20.74
		Expensed Amount	293.96
100824	02/25/2011	MARSHALL MATERIALS	891.85
100825	02/25/2011	MC KESSON MEDICAL SURGICAL	318.96
100826	02/25/2011	MORITAKA KINA	4,763.42
100827	02/25/2011	NAVIGATORS PRINT & DESIGN INC	570.32
100828	02/25/2011	NCMPR NATIONAL OFFICE ATTN: BECKY OLSON	195.00
100829	02/25/2011	NEUDESIC, LLC	68,258.50
100830	02/25/2011	NEW YORKER FILMS	450.00
100831	02/25/2011	NEWBEGINNINGS, INC. CATERING DIVISION	261.27
100832	02/25/2011	NORMAN KRIEGER	1,500.00
100833	02/25/2011	ORANGEWOOD CHILDREN'S FOUNDATION	35.00
100834	02/25/2011	SO COAST A.Q.M.D.	1,701.00
100835	02/25/2011	ARNETTE EDWARDS	180.00
100836	02/25/2011	BLICK ART MATERIALS	495.26
100837	02/25/2011	C & H DISTRIBUTORS, INC.	466.09
100838	02/25/2011	COAST COMMUNITY COLLEGE DIST. ATTN: MARTHA PARHAM	231.12
100839	02/25/2011	DANA POINT YACHT MAINTENANCE	99.30
100840	02/25/2011	DATA CLEAN CORPORATION	405.88
100841	02/25/2011	DE NAULT'S TRUE VALUE HARDWARE	28.18
100842	02/25/2011	DELL MARKETING L.P. C/O DELL USA L.P.	13,378.99

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Check Number	Check Date	Pay to the Order of	Check Amount
100843	02/25/2011	DICK'S SPORTING GOODS	456.72
100844	02/25/2011	DUNN-EDWARDS CORPORATION	5,480.13
100845	02/25/2011	EBSCO SUBSCRIPTION SERVICE	4.35
100846	02/25/2011	EDUCATIONAL GLOBAL TECHNOLOGIES, INC. (EDGT)	225.00
100847	02/25/2011	EMCOR/Mesa Energy Systems	1,300.00
100848	02/25/2011	ESSENCE ENTERTAINMENT	2,178.00
100849	02/25/2011	FACILITIES PLANNING & PROGRAM SERVICES, INC	7,157.80
100850	02/25/2011	FEDERAL EXPRESS	1,430.07
100851	02/25/2011	FISHER SCIENTIFIC	4,081.76
100852	02/25/2011	FLAG STORE USA	182.24
		Unpaid Sales Tax	14.16
		Expensed Amount	196.40
100853	02/25/2011	FOSTER CARE AUXILIARY OF OC	120.00
100854	02/25/2011	FREEWAY AUTO SUPPLY	272.07
100855	02/25/2011	FRY'S ELECTRONICS	459.21
100856	02/25/2011	TOM DORMAN	25.68
100857	02/25/2011	W. MIKE DALE	43.49
100858	02/25/2011	DISCOUNT DANCE SUPPLY CO.	1,191.14
100859	02/28/2011	AT&T	26.78
100860	02/28/2011	STATE OF CALIFORNIA BOARD OF EQUALIZATION	42,560.00
100861	02/28/2011	VERIZON	66.43
100862	02/28/2011	ALICIA MENDOZA	12.87
100863	02/28/2011	DIANA GRAY	682.50
100864	02/28/2011	ESTA LEWIN	20.43
100865	02/28/2011	FATIMA JINNAH	47.12
100866	02/28/2011	GERRY DOOLITTLE	5.00
100867	02/28/2011	gkkworks	3,875.00
100868	02/28/2011	GRANICUS, INC.	1,075.00
100869	02/28/2011	GREGORY JOHNSON	26.93
100870	02/28/2011	H & H PUBLISHING COMPANY	304.50
100871	02/28/2011	HALO/LEE WAYNE CORPORATION	298.19
100872	02/28/2011	HARDY DIAGNOSTICS	96.02
100873	02/28/2011	HIGH POWER MEDIA LTD.	140.00
100874	02/28/2011	HOME DEPOT CREDIT SERVICES	6,853.60
100875	02/28/2011	HORIZON	277.53
100876	02/28/2011	IRVINE RANCH WATER DIST.	8,371.18
100877	02/28/2011	JAZZ INSIDE MAGAZINE	49.95
100878	02/28/2011	JULIE ANDERSON	55.34
100879	02/28/2011	KARA MAHOTKA-PATTERSON	76.44
100880	02/28/2011	KEN'S SPORTING GOODS	225.75
100881	02/28/2011	KIM LOPEZ	284.74
100882	02/28/2011	KIMBERLY CHRISTOFF MANSFIELD	107.10
100883	02/28/2011	KONGMING MOUANOUTOUA	235.77
100884	02/28/2011	LINKS SIGN LANGUAGE INTERPRETING SERVICES	158.00
100885	02/28/2011	LISA GARDINER	327.42
100886	02/28/2011	LYNDA MONGER	51.31
100887	02/28/2011	NICOLE LOFTUS	122.58
100888	02/28/2011	OC AUDITOR-CONTROLLER TREASURER-TAX COLLECTOR	417,290.80
100889	02/28/2011	OC REGISTER COMMERCIAL BILLING	5,243.31
100890	02/28/2011	OC Treasurer-Tax Collector	210.00
100891	02/28/2011	ROTH CARNEY KNUDSEN LLP RICHARD D. ROTH, ESQ.	5,920.44
100892	02/28/2011	RUTH ANN HANSEN	72.63

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Check Number	Check Date	Pay to the Order of	Check Amount
100893	02/28/2011	SADDLEBACK COLLEGE ABATEMENTS	208.20
100894	02/28/2011	SHAWN OGIMACHI	71.20
100895	02/28/2011	TERESA FLUEGEMAN	625.69
100896	02/28/2011	TIM GILL MUSIC	135.00
100897	02/28/2011	TRACEY HODGE	90.88
100898	02/28/2011	JAMES PUBLISHING, INC.	58.45
100899	02/28/2011	A TO Z WHOLESALE FLORAL SUPPLY	748.20
100900	02/28/2011	AARDVARK CLAY AND SUPPLIES	1,874.85
100901	02/28/2011	ACCREDITING COMMISSION FOR COMMUNITY & JUNIOR COLLEGES	4,078.57
100902	02/28/2011	AGUINAGA GREEN, INC.	250.13
100903	02/28/2011	AK CONSTRUCTORS INC.	10,828.00
100904	02/28/2011	ALPHAGRAPHICS	1,262.59
100905	02/28/2011	AMSTERDAM PRINTING & LITHO	322.98
		Unpaid Sales Tax	23.71
		Expensed Amount	346.69
100906	02/28/2011	AMTECH ELEVATOR SERVICES	1,800.55
100907	02/28/2011	ATLANTA THREAD & SUPPLY CO.	14.94
		Unpaid Sales Tax	.56
		Expensed Amount	15.50
100908	02/28/2011	AUCA LOS ANGELES	117.53
100909	02/28/2011	B & H PHOTO	249.72
		Unpaid Sales Tax	21.85
		Expensed Amount	271.57
100910	02/28/2011	BP ENERGY COMPANY BANK OF AMERICA, % REMITTANCE	29,115.86
100911	02/28/2011	BRAND ATHLETICS	2,088.25
100912	02/28/2011	BRICO ELECTRIC	433.50
100913	02/28/2011	BUTLER CHEMICALS, INC.	464.48
100914	02/28/2011	CALIFORNIA STAGE/LIGHTING, INC	70.29
100915	02/28/2011	CLARK SECURITY PRODUCTS INC.	103.54
100916	02/28/2011	COAST FITNESS REPAIR SHOP	532.39
100917	02/28/2011	COASTLINE ROP	2,059.58
100918	02/28/2011	COLLEGE BOARD ATTN: ACCTS. RECEIVABLE	880.00
		Unpaid Sales Tax	70.00
		Expensed Amount	950.00
100919	02/28/2011	COMMITTEE ON ACCREDITATION OF	1,320.00
100920	02/28/2011	COX COMMUNICATIONS	4,106.48
100921	02/28/2011	DEBBIE BACHMAN	78.03
100922	02/28/2011	DORA COLLADO	53.91
100923	02/28/2011	EDUCATION 4 WORK SUSAN M. COLEMAN	437.27
100924	02/28/2011	JESSICA M. CHA	8.69
100925	02/28/2011	JOE CLAYTON JR.	51.00
100926	02/28/2011	JULIE ANDERSON	54.32
100927	02/28/2011	NANCY N. BESSETTE	48.84
100928	03/01/2011	AT&T	31.98
100929	03/01/2011	AT&T	444.32
100930	03/01/2011	AT&T	546.01
100931	03/01/2011	AT&T	1,590.15
100932	03/01/2011	RICOH AMERICAS CORPORATION	12.51
100933	03/01/2011	RICOH AMERICAS CORPORATION RICOH CUSTOMER FINANCE CORP.	69.29
100934	03/01/2011	SOUTHERN CALIFORNIA EDISON CO.	1,257.31

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Checks Dated 02/02/2011 through 03/01/2011

Check Number	Check Date	Pay to the Order of	Check Amount
100935	03/01/2011	XEROX CORP.	2,115.36
100936	03/01/2011	WELLS FARGO #1606	459.00
100937	03/01/2011	WELLS FARGO #2078	3,394.93
100938	03/01/2011	WELLS FARGO #4198	2,961.37
		Unpaid Sales Tax	127.53
		Expensed Amount	3,088.90
100939	03/01/2011	WELLS FARGO BANK #1598	2,769.17
		Unpaid Sales Tax	5.71
		Expensed Amount	2,774.88
100940	03/01/2011	WELLS FARGO #1606	339.84
100941	03/01/2011	AHUMADA, DENISE	78.00
100942	03/01/2011	BANG, JENNIFER	130.00
100943	03/01/2011	CHAVEZ, ANA	234.00
100944	03/01/2011	DARDEN, X'ANIA	130.00
100945	03/01/2011	DEVRIES, GLORIA	78.00
100946	03/01/2011	DOWKES, AMEE	156.00
100947	03/01/2011	ELLIS, ZELMA	78.00
100948	03/01/2011	ENDRIS, MICHELLE	78.00
100949	03/01/2011	GARCIA, DENISE	156.00
100950	03/01/2011	GUPTA, NAJUHA	130.00
100951	03/01/2011	HENDERSON, TAMRA	234.00
100952	03/01/2011	HUME, CYNTHIA	156.00
100953	03/01/2011	JACKSON, KAREN	78.00
100954	03/01/2011	JENNINGS, SHARON	156.00
100955	03/01/2011	JERROLD-JONES, ANNABELL	130.00
100956	03/01/2011	KANAWYER, MELISSA	234.00
100957	03/01/2011	KAZI, ZUBEDA	52.00
100958	03/01/2011	MARSHALL, KASSI	130.00
100959	03/01/2011	MORRISON, AMY	78.00
100960	03/01/2011	PEREZ, AMY	78.00
100961	03/01/2011	SASAKI, NORIKO	78.00
100962	03/01/2011	SEROTA, NANCY	52.00
100963	03/01/2011	SHOUKRY, WAFIA	156.00
100964	03/01/2011	SILK, DANIA	78.00
100965	03/01/2011	SNYDER, RACHEL	78.00
100966	03/01/2011	THRIFT-VIVEROS, LOURDES	156.00
100967	03/01/2011	VIVANCO, MARIA	234.00
100968	03/01/2011	WRIGHT, SANDRA	78.00
		Total	885 6,110,537.23

Includes checks for only Bank Account COUNTY

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

Checks Dated 02/02/2011 through 03/01/2011

Check Number	Check Date	Pay to the Order of	Check Amount
--------------	------------	---------------------	--------------

Fund Summary			
Fund	Description	Check Count	Expensed Amount
01	General Fund	771	3,758,732.78
12	Child Development Fund	42	9,898.08
40	Capital Outlay Fund	62	2,052,316.14
68	Self-Insurance Fund	6	24,140.99
71	Retiree Benefit Fund	4	269,952.42
	Total	885	6,115,040.41
	Less Unpaid Sales Tax Liability		4,503.18-
	Net (Check Amount)		6,110,537.23

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 20 of 20

Checks Dated 02/02/2011 through 03/01/2011

Check Number	Check Date	Pay to the Order of	Check Amount
010052	02/04/2011	SUPERIOR PRESS	56.05
010053	02/04/2011	UNITED INTERIORS	9,954.92
010054	02/11/2011	4 ALL PROMOS, LLC	593.50
		Unpaid Sales Tax	51.93
		Expensed Amount	645.43
010055	02/11/2011	CHARLES C. STILL SECURE LIVE SCAN	15.00
010056	02/11/2011	COHEN-NAGLESTAD ENTERPRISES LLC	471.50
010057	02/11/2011	JENNIFER JENSEN EXQUISITE CAKES BY JENNIFER	68.33
010058	02/11/2011	LINDA WOOD	27.14
010059	02/17/2011	Marilynn Kimberly	62.00
010060	02/17/2011	OFFICEMAX CONTRACT INC.	280.67
010061	02/17/2011	Rita Hopper	2.00
010062	02/17/2011	THERESA HOEFNAGELS	225.83
010063	02/25/2011	ADAM COPLAN	337.50
010064	02/25/2011	COHEN-NAGLESTAD ENTERPRISES LLC	50.00
010065	02/25/2011	FSC SECURITIES DAVID BROWN	620.50
010066	02/25/2011	KAYLAA FOX	1,755.00
		Total	15
			14,519.94

Includes checks for only Bank Account SC-CMED

Fund Summary			
Fund	Description	Check Count	Expensed Amount
09	SC Community Education Func	15	14,571.87
	Total		
	Less Unpaid Sales Tax Liability		51.93-
	Net (Check Amount)		14,519.94

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

Checks Dated 02/02/2011 through 03/01/2011

Check Number	Check Date	Pay to the Order of	Check Amount
008805	02/11/2011	Ann Young	25.00
008806	02/11/2011	Betty Jesse	25.00
008807	02/11/2011	Bibi Brock Davis	26.00
008808	02/11/2011	Diana Quach	25.00
008809	02/11/2011	Diane Lannan	25.00
008810	02/11/2011	Doris Miller	25.00
008811	02/11/2011	Dorothy Sykes	26.00
008812	02/11/2011	Eiko Ogasa	25.00
008813	02/11/2011	Eleanor Stickle	25.00
008814	02/11/2011	Gwen Case	25.00
008815	02/11/2011	Iris Wellman	25.00
008816	02/11/2011	Jane Park	25.00
008817	02/11/2011	Julie Hoyman	25.00
008818	02/11/2011	June Reger	25.00
008819	02/11/2011	Laura Shane	25.00
008820	02/11/2011	Liza Tilson	26.00
008821	02/11/2011	Lucinda Burge	25.00
008822	02/11/2011	Lynn Falschlehner	25.00
008823	02/11/2011	Mabel Peyton	25.00
008824	02/11/2011	Monica Gunning	26.00
008825	02/11/2011	Rosie Weiner	25.00
008826	02/11/2011	Ruth Lander	25.00
008827	02/11/2011	Sharon Faradjollah	25.00
008828	02/11/2011	Shizu Komoto	50.00
008829	02/11/2011	Susan Keese	25.00
008830	02/11/2011	Susan Vanderhaar	25.00
008831	02/11/2011	Thomas Ringers	26.00
008832	02/11/2011	Verne Legg	25.00
008833	02/11/2011	Virginia Mason	26.00
008834	02/11/2011	Virginia Robertson	25.00
008835	02/25/2011	Ellen Goldberg	40.00
008836	02/25/2011	Patricia Moore	30.00
Total			851.00

Includes checks for only Bank Account IVC-CMED

Fund Summary			
Fund	Description	Check Count	Expensed Amount
07	IVC Community Education Fun-	32	851.00
	Total		
	Less Unpaid Sales Tax Liability		.00
	Net (Check Amount)		851.00

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.

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

In accordance with Administrative Regulation 3101, the Transfer of Budget Appropriations delineated on EXHIBIT A is 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

Journal Number	Account	Description	From	To	
BR11-00406	01-2141-1-023-4-035-077-6430	RG CLE SAL	21,127.00	.00	
	01-3220-1-023-4-035-077-6430	PERS NINST	2,547.00	.00	
	01-3320-1-023-4-035-077-6430	OAS NI CLS	1,362.00	.00	
	01-3360-1-023-4-035-077-6430	MED NI EMP	318.00	.00	
	01-3420-1-023-4-035-077-6430	BEN NI CLS	7,066.00	.00	
	01-3520-1-023-4-035-077-6430	UNE NI STA	232.00	.00	
	01-3620-1-023-4-035-077-6430	WCO NINSTR,	173.00	.00	
	01-5999-1-023-4-035-077-6430	O E S HOLDING	15,474.00	.00	
	01-1414-1-023-4-035-077-6430	HR NC FSUM	.00	81.00	
	01-2344-1-023-4-035-077-6430	Comp Time	.00	160.00	
	01-2383-1-023-4-035-077-6430	HR ST SAL	.00	4,660.00	
	01-2383-1-023-4-035-077-6460	HR ST SAL	.00	100.00	
	01-3220-1-023-4-035-077-6460	PERS NINST	.00	100.00	
	01-3320-1-023-4-035-077-6460	OAS NI CLS	.00	23.00	
	01-3360-1-023-4-035-077-6460	MED NI EMP	.00	6.00	
	01-3430-1-023-4-035-077-6430	BEN NC ACA	.00	1,692.00	
	01-3620-1-023-4-035-077-6460	WCO NINSTR	.00	7.00	
	01-5508-1-023-4-035-077-6430	LAUND/DRY	.00	58.00	
	01-5651-1-023-4-035-077-6430	MAINT AGRM	.00	100.00	
	01-5840-1-023-4-035-077-6430	POSTAGE	.00	1,600.00	
	01-7600-1-023-4-035-077-6430	OTHER PAYM	.00	12,540.00	
	01-7600-1-023-4-035-077-6430	OTHER PAYM	.00	27,172.00	
				<u>48,299.00</u>	<u>48,299.00</u>
	BR11-00409	01-2383-1-026-4-035-000-6460	HR ST SAL	42,122.00	.00
		01-1414-1-026-4-035-000-6310	HR NC FSUM	.00	162.00
		01-2141-1-026-4-035-000-6310	RG CLE SAL	.00	25,914.00
		01-3120-1-026-4-035-000-6310	STRS NINST	.00	14.00
		01-3220-1-026-4-035-000-6310	PERS NINST	.00	2,772.00
01-3320-1-026-4-035-000-6310		OAS NI CLS	.00	1,606.00	
01-3320-1-026-4-035-000-6460		OAS NI CLS	.00	1,000.00	
01-3360-1-026-4-035-000-6310		MED NI EMP	.00	400.00	
01-3420-1-026-4-035-000-6310		BEN NI CLS	.00	8,796.00	
01-3520-1-026-4-035-000-6310		UNE NI STA	.00	186.00	
01-3620-1-026-4-035-000-6310		WCO NINSTR	.00	448.00	
01-3620-1-026-4-035-000-6460		WCO NINSTR	.00	824.00	
				<u>42,122.00</u>	<u>42,122.00</u>
BR11-00410		01-7600-1-022-4-035-077-6310	OTHER PAYM	19,621.00	.00
	01-5999-1-022-4-035-077-6310	O E S HOLDING	974.00	.00	
	01-2141-1-022-4-035-077-6310	RG CLE SAL	.00	13,013.00	
	01-2344-1-022-4-035-077-6310	Comp Time	.00	103.00	
	01-3220-1-022-4-035-077-6310	PERS NINST	.00	1,391.00	
	01-3320-1-022-4-035-077-6310	OAS NI CLS	.00	807.00	
	01-3360-1-022-4-035-077-6310	MED NI EMP	.00	188.00	
	01-3420-1-022-4-035-077-6310	BEN NI CLS	.00	4,852.00	
	01-3620-1-022-4-035-077-6310	WCO NINSTR	.00	241.00	
				<u>20,595.00</u>	<u>20,595.00</u>
	BR11-00414	01-4300-0-000-4-070-084-1007	INSTR SUPP	7,383.00	.00
01-5321-0-000-4-070-084-1007		ROYALTY FE	2,000.00	.00	
01-2483-0-000-4-070-056-1007		HR IN SSAL	.00	7,383.00	
01-2483-0-000-4-070-056-1007		HR IN SSAL	.00	2,000.00	
			<u>9,383.00</u>	<u>9,383.00</u>	
BR11-00420	01-4344-0-000-1-054-033-1230	INSTR FEE	25,000.00	.00	
	01-5814-0-000-1-054-033-1230	CONTR SVCS	.00	25,000.00	
			<u>25,000.00</u>	<u>25,000.00</u>	
BR11-00421	01-2141-1-235-1-054-033-1223	RG CLE SAL	7,734.00	.00	
	01-1415-1-235-1-054-033-1223	HR NC FSTI	.00	7,734.00	
			<u>7,734.00</u>	<u>7,734.00</u>	
BR11-00422	01-2141-1-235-1-054-033-1223	RG CLE SAL	6,147.00	.00	
	01-2342-1-235-1-054-033-1223	NINSTR OT	4,585.00	.00	
	01-2383-1-235-1-054-033-1223	HR ST SAL	.00	9,872.00	
	01-3120-1-235-1-054-033-1223	STRS NINST	.00	443.00	
	01-5271-1-235-1-054-033-1223	DIST EVENT	.00	417.00	
			<u>10,732.00</u>	<u>10,732.00</u>	

Journal Number	Account	Description	From	To
BR11-00423	01-5999-2-050-4-034-089-6950	O E S HOLDING	18,400.00	.00
	01-5811-2-050-4-034-089-6950	CONTR SERV	.00	4,800.00
	01-5812-2-050-4-034-089-6950	CNTRCT SOF	.00	3,600.00
	01-6412-2-050-4-034-089-6950	SOFTWARE	.00	10,000.00
			<u>18,400.00</u>	<u>18,400.00</u>
BR11-00431	01-3999-0-000-4-025-000-6720	Benefits H	14,695.00	.00
	01-6410-0-000-4-024-000-6620	NEW EQUIP	.00	14,695.00
			<u>14,695.00</u>	<u>14,695.00</u>
BR11-00434	01-3999-0-000-4-025-000-6720	Benefits H	49,000.00	.00
	01-6410-0-000-4-077-000-4900	NEW EQUIP	.00	49,000.00
			<u>49,000.00</u>	<u>49,000.00</u>
BR11-00436	01-3999-0-000-4-025-000-6720	Benefits H	44,000.00	.00
	01-6410-0-000-4-070-000-4900	NEW EQUIP	.00	43,000.00
	01-6410-0-000-4-072-000-4900	NEW EQUIP	.00	1,000.00
			<u>44,000.00</u>	<u>44,000.00</u>
BR11-00437	01-1313-1-024-1-051-075-6420	HR CLS FPT	22,572.00	.00
	01-1313-1-024-1-051-075-0835	HR CLS FPT	.00	20,759.00
	01-3310-1-024-1-051-075-0835	OAS IN CLS	.00	1,004.00
	01-3350-1-024-1-051-075-0835	MED IN EMP	.00	301.00
	01-3510-1-024-1-051-075-0835	UNE IN STA	.00	149.00
	01-3610-1-024-1-051-075-0835	WCO INSTRU	.00	359.00
			<u>22,572.00</u>	<u>22,572.00</u>
BR11-00438	01-1313-1-090-1-054-033-1205	HR CLS FPT	25,000.00	.00
	01-4300-1-090-1-054-033-1205	INSTR SUPP	.00	25,000.00
			<u>25,000.00</u>	<u>25,000.00</u>
BR11-00447	95-4600-D-M34-1-024-000-0000	NINSTR SUP	9,930.00	.00
	95-7600-D-M28-1-024-067-0000	OTHER PAYM	.00	9,930.00
			<u>9,930.00</u>	<u>9,930.00</u>
BR11-00448	95-4600-D-M34-1-056-000-0000	NINSTR SUP	8,550.00	.00
	95-5173-D-M34-1-056-000-0000	LECTURER/G	.00	8,550.00
			<u>8,550.00</u>	<u>8,550.00</u>
BR11-00451	01-1413-1-031-4-073-074-6320	HR NC FPT	265.00	.00
	01-1413-0-000-4-073-074-6310	HR NC FPT	45,000.00	.00
	01-5374-0-000-4-073-074-6310	MEMBERSHIP	165.00	.00
	01-1412-0-000-4-073-074-6310	HR NC FOL	.00	45,000.00
	01-4600-1-031-4-073-074-6320	NINSTR SUP	.00	265.00
	01-5840-0-000-4-073-000-6310	POSTAGE	.00	165.00
				<u>45,430.00</u>
BR11-00454	01-3999-0-000-4-025-000-6720	Benefits H	35,000.00	.00
	01-6300-0-000-4-037-087-6120	LIBRARY BO	.00	35,000.00
			<u>35,000.00</u>	<u>35,000.00</u>
BR11-00465	01-2141-1-021-1-026-000-6460	RG CLE SAL	15,980.00	.00
	01-1413-1-021-1-026-000-6460	HR NC FPT	.00	13,958.00
	01-2344-1-021-1-026-000-6460	Comp Time	.00	38.00
	01-3120-1-021-1-026-000-6460	STRS NINST	.00	1,984.00
			<u>15,980.00</u>	<u>15,980.00</u>
BR11-00467	01-5271-0-000-8-016-091-6890	DIST EVENT	4,000.00	.00
	01-5811-0-000-8-016-062-6772	CONTR SERV	500.00	.00
	01-5811-0-000-8-016-080-6510	CONTR SERV	3,500.00	.00
	01-5830-0-000-8-016-091-6890	ADVERTISNG	10,000.00	.00
	01-4600-0-000-8-016-080-6510	NINSTR SUP	.00	500.00
	01-5650-0-000-8-016-062-6772	EQUIP REPR	.00	500.00
	01-5811-0-000-8-016-091-6710	CONTR SERV	.00	5,000.00
	01-5830-0-000-8-016-091-6710	ADVERTISNG	.00	9,000.00
	01-6220-0-000-8-016-080-6510	BLDG (CNT)	.00	3,000.00
				<u>18,000.00</u>

Journal Number	Account	Description	From	To
BR11-00468	01-2141-0-000-8-022-000-6011	RG CLE SAL	10,000.00	.00
	01-2161-0-000-8-034-000-6771	RG SVM SAL	35,517.00	.00
	01-2342-0-000-8-016-000-6625	NINSTR OT	1,230.00	.00
	01-2342-0-000-8-016-079-6550	NINSTR OT	761.00	.00
	01-2342-0-000-8-016-080-6599	NINSTR OT	500.00	.00
	01-2344-0-000-8-016-000-6625	Comp Time	500.00	.00
	01-2383-0-000-8-016-000-6625	HR ST SAL	1,563.00	.00
	01-1415-0-000-8-016-000-6750	HR NC FSTI	.00	5.00
	01-2342-0-000-8-016-061-0799	NINSTR OT	.00	3,801.00
	01-2342-0-000-8-016-080-6510	NINSTR OT	.00	748.00
	01-2342-0-000-8-034-000-6771	NINSTR OT	.00	517.00
	01-2346-0-000-8-034-000-6771	NINSTR SUB	.00	35,000.00
	01-2383-0-000-8-022-000-6011	HR ST SAL	.00	6,000.00
	01-2383-0-000-8-022-000-6780	HR ST SAL	.00	4,000.00
				<u>50,071.00</u>
BR11-00478	01-2141-1-023-4-035-077-6430	RG CLE SAL	3,000.00	.00
	01-2383-1-023-4-035-077-6430	HR ST SAL	251.00	.00
	01-3220-1-023-4-035-077-6430	PERS NINST	188.00	.00
	01-3220-1-023-4-035-077-6460	PERS NINST	100.00	.00
	01-3420-1-023-4-035-077-6430	BEN NI CLS	1,055.00	.00
	01-3430-1-023-4-035-077-6430	BEN NC ACA	2,090.00	.00
	01-2383-1-023-4-035-077-6460	HR ST SAL	.00	220.00
	01-3120-1-023-4-035-077-6430	STRS NINST	.00	7.00
	01-3320-1-023-4-035-077-6430	OAS NI CLS	.00	40.00
	01-3360-1-023-4-035-077-6430	MED NI EMP	.00	24.00
	01-3520-1-023-4-035-077-6430	UNE NI STA	.00	60.00
	01-3620-1-023-4-035-077-6460	WCO NINSTR	.00	150.00
	01-5270-1-023-4-035-077-6430	CONFERENCE	.00	171.00
	01-5840-1-023-4-035-077-6430	POSTAGE	.00	995.00
	01-7600-1-023-4-035-077-6430	OTHER PAYM	.00	5,017.00
			<u>6,684.00</u>	<u>6,684.00</u>
BR11-00480	01-1211-1-030-1-051-096-6320	RG NC FSAL	5,324.00	.00
	01-5810-1-030-1-051-096-6320	CONTR PRNT	.00	5,315.00
	01-5812-1-030-1-051-096-6320	CNTRCT SOF	.00	9.00
			<u>5,324.00</u>	<u>5,324.00</u>
BR11-00481	01-4300-0-000-1-052-000-4930	INSTR SUPP	10,000.00	.00
	01-6411-0-000-1-052-000-6011	NEW EQP TE	.00	10,000.00
			<u>10,000.00</u>	<u>10,000.00</u>
BR11-00482	01-1313-1-090-1-054-033-1205	HR CLS FPT	10,000.00	.00
	01-6410-1-090-1-054-033-1205	NEW EQUIP	.00	10,000.00
			<u>10,000.00</u>	<u>10,000.00</u>
BR11-00483	95-4600-D-M03-1-036-000-6450	NINSTR SUP	3,977.00	.00
	95-4600-D-M03-1-036-000-0000	NINSTR SUP	1,543.00	.00
	95-5271-D-M03-1-036-000-6450	DIST EVENT	2,000.00	.00
	95-4900-D-M03-1-036-000-6450	AWARDS/REC	.00	20.00
	95-5811-D-M03-1-036-000-6450	CONTR SERV	.00	7,500.00
			<u>7,520.00</u>	<u>7,520.00</u>
BR11-00485	96-5811-D-M95-4-036-000-0000	CONTR SERV	7,500.00	.00
	96-6410-D-M01-4-036-000-0000	NEW EQUIP	4,500.00	.00
	96-4600-D-M01-4-036-000-0000	NINSTR SUP	.00	8,050.00
	96-4600-D-M11-4-036-000-0000	NINSTR SUP	.00	50.00
	96-4600-D-M95-4-036-000-0000	NINSTR SUP	.00	500.00
	96-5811-D-M01-4-036-000-0000	CONTR SERV	.00	2,000.00
	96-5811-D-M11-4-036-000-0000	CONTR SERV	.00	1,400.00
			<u>12,000.00</u>	<u>12,000.00</u>
BR11-00486	01-3999-0-000-4-025-000-6720	Benefits H	56,338.00	.00
	01-6410-0-000-4-076-000-4900	NEW EQUIP	.00	13,788.00
	01-6410-0-000-4-078-000-4900	NEW EQUIP	.00	12,550.00
	01-6410-0-000-4-081-000-6011	NEW EQUIP	.00	30,000.00
			<u>56,338.00</u>	<u>56,338.00</u>
BR11-00487	95-4600-D-M34-1-055-000-0000	NINSTR SUP	10,000.00	.00
	95-5270-F-M72-1-055-055-0000	CONFERENCE	.00	10,000.00
			<u>10,000.00</u>	<u>10,000.00</u>

Journal Number	Account	Description	From	To
BR11-00489	01-4300-0-000-4-041-061-4900	INSTR SUPP	4,000.00	.00
	01-4600-0-000-4-041-000-6011	NINSTR SUP	259.00	.00
	01-4600-0-000-4-041-061-0799	NINSTR SUP	1,900.00	.00
	01-5650-0-000-4-041-061-0799	EQUIP REPR	1,789.00	.00
	01-5812-0-000-4-041-061-4900	CNTRCT SOF	4,007.00	.00
	01-4212-0-000-4-041-061-0799	SOFTWARE	.00	4,007.00
	01-4600-0-000-4-041-061-6110	NINSTR SUP	.00	7,211.00
	01-5811-0-000-4-041-000-6011	CONTR SERV	.00	478.00
	01-5821-0-000-4-041-061-0799	GEN FEE AL	.00	259.00
				<u>11,955.00</u>
BR11-00492	01-6411-0-000-1-040-061-0799	NEW EQP TE	30,000.00	.00
	01-5812-0-000-1-040-061-0799	CNTRCT SOF	.00	30,000.00
			<u>30,000.00</u>	<u>30,000.00</u>
BR11-00495	96-6410-D-M01-4-036-000-0000	NEW EQUIP	7,017.00	.00
	96-5173-D-M01-4-036-000-0000	LECTURER/G	.00	2,500.00
	96-7900-D-M01-4-036-000-0000	CONTINGENC	.00	4,517.00
			<u>7,017.00</u>	<u>7,017.00</u>
BR11-00504	01-5999-0-000-4-025-000-6720	O E S HOLDING	8,000.00	.00
	01-2383-0-000-4-035-077-6430	HR ST SAL	.00	8,000.00
			<u>8,000.00</u>	<u>8,000.00</u>
			<u>695,331.00</u>	<u>695,331.00</u>

Recommended for Ratification

By The Board of Trustees of South Orange County Community College District

Saddleback College

Journal Number	BR11-00405	BR11-00443	BR11-00476
	BR11-00408	BR11-00444	BR11-00477
	BR11-00411	BR11-00445	BR11-00484
	BR11-00412	BR11-00446	BR11-00488
	BR11-00413	BR11-00449	BR11-00493
	BR11-00415	BR11-00450	BR11-00494
	BR11-00417	BR11-00452	BR11-00496
	BR11-00418	BR11-00459	BR11-00497
	BR11-00419	BR11-00460	BR11-00498
	BR11-00425	BR11-00461	BR11-00499
	BR11-00426	BR11-00462	BR11-00505
	BR11-00427	BR11-00463	
	BR11-00428	BR11-00464	
	BR11-00429	BR11-00466	
	BR11-00430	BR11-00469	
	BR11-00433	BR11-00472	
	BR11-00440	BR11-00473	
	BR11-00441	BR11-00474	
	BR11-00442	BR11-00475	

Irvine Valley College

Journal Number	BR11-00407	BR11-00457	BR11-00501
	BR11-00416	BR11-00458	BR11-00503
	BR11-00424	BR11-00470	
	BR11-00432	BR11-00471	
	BR11-00435	BR11-00479	
	BR11-00439	BR11-00490	
	BR11-00456	BR11-00491	

District

Journal Number	BR11-00453	BR11-00455	BR11-00502
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TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Budget Amendment: Adopt Resolution No. 11-04 to Amend 2010-11 Restricted General Fund

ACTION: Approval

BACKGROUND

Title 5 of the California Code of Regulations, Section 58199.5 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 2010-11 Adopted Budget.

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

Disabled Students Program and Services (DSPS) at Saddleback College	\$1,232
Equal Employment Opportunity Fund (Staff Diversity) at District	\$10,256
Employment Training Panel (ETP) at Irvine Valley College	\$199,465
Basic Skills 2010-11 Allocation at Saddleback College	-\$3,379
Basic Skills 2010-11 Allocation at Irvine Valley College	\$36,473
Responsive Training Fund (RTF) Allocation for Irvine Valley College	\$25,000
Job Development Incentive Fund (JDIF) Allocation for Irvine Valley College	\$25,000
Total Increase to the General Fund	\$294,047
Total Budget Amendment	\$294,047

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution No. 11-04 to amend the 2010-11 Adopted Budget as indicated in Exhibits A & B.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL FUND

RESOLUTION 11-04

March 28, 2011

WHEREAS, the Governing Board of the South Orange County Community College District has determined that income in the amount of \$294,047 is assured to said District in excess 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 58199.5 as follows:

<u>Fund</u>	<u>Account</u>	<u>Income Source</u>	<u>Amount</u>
01	8623	State Revenue	\$1,232
01	8629	State Revenue	\$43,350
01	8690	State Revenue	\$199,465
01	8699	State Revenue	\$50,000
			\$294,047

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

<u>Fund</u>	<u>Account</u>	<u>Expenditure Description</u>	<u>Amount</u>
01	1000	Academic Salaries	\$30,000
01	2000	Classified Salaries	\$130,436
01	3000	Fringe Benefits	\$19,447
01	4000	Books & Supplies	\$14,737
01	5000	Other Operating Expenses & Services	\$99,427
			\$294,047

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Title 5 of the California Code of Regulations, Section 58199.5, such excess funds are to be appropriated according to the following schedule:

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL FUND

RESOLUTION 11-04

March 28, 2011

WHEREAS, the Governing Board of the South Orange County Community College District has determined that income in the amount of \$294,047 is assured to said District in excess 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 58199.5 as follows:

Fund	Account	Income Source	Amount
01	8623	State Revenue	\$1,232
01	8629	State Revenue	\$43,350
01	8690	State Revenue	\$199,465
01	8699	State Revenue	\$50,000
			\$294,047

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

Fund	Account	Expenditure Description	Amount
01	1000	Academic Salaries	\$30,000
01	2000	Classified Salaries	\$130,436
01	3000	Fringe Benefits	\$19,447
01	4000	Books & Supplies	\$14,737
01	5000	Other Operating Expenses & Services	\$99,427
			\$294,047

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Title 5 of the California Code of Regulations, Section 58199.5, such excess funds are to be appropriated according to the following schedule:

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL FUND

RESOLUTION 11-04

March 28, 2011

BUDGET AMENDMENT EXPENDITURE DETAIL

Disabled Students Program and Services (DSPS) at Saddleback College			
INCOME			
01- 8623-	1-024-1-000-000-0000	DSPS Allocation for Saddleback	1,232
EXPENDITURE			
01- 2453-	1-024-1-051-101-4930	INSTRUCT CLASSIFIED, HOURLY	1,232
			1,232
Equal Employment Opportunity Fund (Staff Diversity) at District			
INCOME			
01- 8629-	1-034-7-014-090-6760	EEOF Allocation for District	10,256
EXPENDITURE			
01- 5270-	1-034-7-014-090-6760	CONFERENCES/TRAVEL	10,256
			10,256
Employment Training Panel (ETP) at Irvine Valley College			
INCOME			
01- 8690-	1-067-4-080-093-6840	ETP Allocation for Irvine Valley College	199,465
EXPENDITURE			
01- 2383-	1-067-4-080-093-6840	TEMP SHORT-TERM CLASSIFIED STAFF	108,714
01- 3220-	1-067-4-080-093-6840	PERS NONINSTRUCT STAFF	13,081
01- 4300-	1-067-4-080-093-6840	INSTRUCTIONAL SUPPLIES	1,120
01- 5811-	1-067-4-080-093-6840	CONTRACT SERVICES	76,550
			199,465

Basic Skills 2010-11 Allocation at Saddleback College				
INCOME				
01- 8629-	1-218-1-053-000-4900	Basic Skills 10/11 for Saddleback College		-3,379
EXPENDITURE				
01- 5811-	1-218-1-053-000-4900	CONTRACT SERVICES		-3,379
				-3,379
Basic Skills 2010-11 Allocation at Irvine Valley College				
INCOME				
01- 8629-	1-218-4-000-000-0000	Basic Skills 10/11 for Irvine Valley College		36,473
EXPENDITURE				
01- 1415-	1-218-4-022-000-4930	TEMP NONCLASSROOM FACULTY, STIPENDS		30,000
01- 4580-	1-218-4-022-000-4930	DUPLICATING CHARGEBACKS		6,473
				36,473
Responsive Training Fund (RTF) Allocation for Irvine Valley College				
INCOME				
01- 8699-	1-232-4-080-093-6840	RTF Allocation for Irvine Valley College		25,000
EXPENDITURE				
01- 2141-	1-232-4-080-093-6840	REG NINST CLERICAL STAFF, CONTRACT		10,245
01- 3220-	1-232-4-080-093-6840	PERS NONINSTRUCT STAFF		3,183
01- 4300-	1-232-4-080-093-6840	INSTRUCTIONAL SUPPLIES		1,500
01- 4580-	1-232-4-080-093-6840	DUPLICATING CHARGEBACKS		500
01- 4600-	1-232-4-080-093-6840	NONINSTRUCTIONAL SUPPLIES		1,572
01- 5811-	1-232-4-080-093-6840	CONTRACT SERVICES		8,000
				25,000
Job Development Incentive Fund (JDIF) Allocation for Irvine Valley College				
INCOME				
01- 8699-	1-237-4-080-093-6840	JDIF Allocation for Irvine Valley College		25,000
EXPENDITURE				
01- 2141-	1-237-4-080-093-6840	REG NINST CLERICAL STAFF, CONTRACT		10,245
01- 3220-	1-237-4-080-093-6840	PERS NONINSTRUCT STAFF		3,183
01- 4300-	1-237-4-080-093-6840	INSTRUCTIONAL SUPPLIES		1,500
01- 4580-	1-237-4-080-093-6840	DUPLICATING CHARGEBACKS		500
01- 4600-	1-237-4-080-093-6840	NONINSTRUCTIONAL SUPPLIES		1,572
01- 5811-	1-237-4-080-093-6840	CONTRACT SERVICES		8,000
				25,000

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
March 28, 2011

IRVINE VALLEY COLLEGE

Gift	Donated By:
Office Supplies, CDs and DVDs	Stephen Rochford 213 Sonoma Aisle Irvine, California 92618
Office Supplies, Food for Tournaments and Prize for Drawing	Gary Rybold 24511 Veronica Court Mission Viejo, California 92691
Office Supplies	Multodeals/Natalie Ryther 20 Palatine #214 Irvine, California 92612

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: February/March 2011 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: Subaward agreements, for contracts involving bid limits the Chancellor/designee shall be limited to less than \$15,000 for public works projects and \$78,900 for equipment, supplies and maintenance projects. During February/March 2011, the following contracts were reviewed and approved by the Vice Chancellor of Business Services, following review by legal counsel, when appropriate.

<u>CONTRACTOR NAME</u>	<u>CONTRACT AMOUNT</u>
gkkworks Architectural Services Agreement for the ATEP Site Utility Severance Plan with Hangar Demolition project.	\$29,357.00
Sandler O'Neill & Partners, L.P. Letter of Agreement to reimburse Sandler O'Neill & Partners of Participant's Legal Fees relating to the New Markets Tax Credit Transaction.	\$25,000.00
Ross Co Promotions Agreement to purchase custom FUND-Cards at Irvine Valley College.	\$10,000.00
Amy Supinger, Supinger Strategies Consultant Agreement to identify a course of action pertaining to the financing of capital facilities.	\$10,500.00
Ingersoll Rand Security Technologies Service and Maintenance Agreement to provide preventative maintenance, service calls and additional services for SOCCCD I.T.	\$7,017.94
Intent Digital, LLC Support Agreement to upgrade and enhance software.	\$3,500.00

Storysmith Contract to speak at the Saddleback College, Department of Chemistry.	\$1,800.00
The Fun Company Event Contract to provide equipment for event at Irvine Valley College.	\$1,400.00
Carl Dekker Consultant Agreement to participate in the National Visiting Committee Meeting and panel discussion.	\$800.00
NCATA-Craig McAtee Consultant Agreement to participate in the National Visiting Committee Meeting and panel discussion.	\$800.00
Danville Community College-Jerry H. Franklin Consultant Agreement to participate in the National Visiting Committee Meeting and panel discussion.	\$800.00
James Event Productions Service Agreement to provide catering (Cotton Candy) for event at Irvine Valley College.	\$580.69
Jean Gaudreau Consultant Agreement to participate in the National Visiting Committee Meeting and panel discussion.	\$150.00
Tao Yang Consultant Agreement to participate in the National Visiting Committee Meeting and panel discussion.	\$150.00
Interstate Candid Photography, Inc. Agreement to grant photographer exclusive right to photograph each graduating senior at Irvine Valley College.	\$0.00
Dewing Medicine, Inc. Affiliation Agreement to provide clinical-internship experiences for the students at Saddleback College.	\$0.00
Kaiser Permanente Affiliation Agreement to provide clinical-internship experiences for the students at Saddleback College.	\$0.00
Greg J. Van Dyke, M.D. Affiliation Agreement to provide clinical-internship experiences for the students at Saddleback College.	\$0.00

Western Governors University
Affiliation Agreement to provide clinical-internship
experiences for the students at Saddleback College.

\$0.00

Bristol Park Medical Group
Affiliation Agreement to provide clinical-internship
experiences for the students at Saddleback College.

\$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: Saddleback College: Proposed Division Name and Dean's Title Change

ACTION: Approval

BACKGROUND

Most all four-year colleges and universities have changed their major name from Physical Education to Kinesiology or Exercise Science. This name change would allow our students who transfer to Cal State Fullerton, Long Beach State University, and San Diego State University, to have courses that articulate with our neighboring colleges and universities.

STATUS

In 2005, over 130 courses with the PE prefix were changed to KNES and approved by the Academic Senate, and signed off by the College President, the Vice President of Instruction and the Board of Trustees.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the permanent division name from Physical Education/Kinesiology and Athletics to Kinesiology and Athletics, as well as, the Dean's title to Dean of Kinesiology and Athletics.

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

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: Saddleback College: LA Cellular Ground Lease Amendment No. 2
ACTION: Approval

BACKGROUND

On April 17, 1990, Saddleback College entered into a rental agreement with Los Angeles Cellular Telephone Company (LA Cellular) for placement of a cell tower on the campus.

Both Saddleback College and LA Cellular agreed to the possibility of renegotiation of rent upon expiration of the initial term. The initial term expired April 16, 2010.

STATUS

In April 2010, negotiations opened. An organization change at the cellular company postponed completion. New rental terms have now been negotiated to include pro-rated terms and increased fees in keeping with current industry standards. The attached EXHIBIT A reflects this change.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve amendment no. 2 to the LA Cellular Ground Lease Agreement at Saddleback College, EXHIBIT A.

Addendum No. 2

**TO LA CELLULAR GROUND LEASE AGREEMENT
AT
SADDLEBACK COLLEGE**

April 27, 2010

THIS AMENDMENT shall modify the original agreement dated April 17, 1990, as amended, by and between the South Orange County Community College District, hereinafter referred to as "LANDLORD," and New Cingular Wireless PCS, LLC, successor in interest to Los Angeles Cellular Telephone Company, hereinafter referred to as "TENANT."

WHEREAS, Section 5, Rent, paragraph 5 of the original agreement establishes that the parties shall have sixty (60) days prior to the expiration of the Initial Term and the first Additional Term in which to agree on the minimum annual rent to be paid at the commencement of the first and second Additional Term respectfully; and

WHEREAS, the parties agree on the minimum annual rent for the first Additional Term dated from April 17, 2010 to April 17, 2015; and

WHEREAS, the parties may change the address or persons to which notices are to be sent to it by giving the written notice of such change of address or persons to the other party; and

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

TENANT agrees to pay LANDLORD the annual sum of \$24,000 for rental of the leased Premises with a 3% annual increase. Said sum shall be due and payable on January 1, 2011, and on each annual anniversary thereafter during this First Additional Term. The first payment shall be due on April 27, 2010, for the difference in rent as follows:

(a) Pro-rated remainder of original term annual payment on April 17, 2010 to year end	4,029.31
(b) Amount for first full year Dated January 1, 2011-December 31, 2011	24,000.00
(c) Amount for second full year Dated January 1, 2012-December 31, 2012	24,720.00*
(d) Amount for third full year Dated January 1, 2013-December 31, 2013	25,461.60*
(e) Amount for fourth full year Dated January 1, 2014-December 31, 2014	26,225.45*
(f) Amount of prorated remainder in the event second five-year term is not executed Dated January 1, 2015-April 16, 2015	7,770.63*

*reflects 3% annual increase

1. Changes for addresses and persons to receive notices are as follows:

If to Tenant:

New Cingular Wireless PCS, LLC
Attn: Network Real Estate Administration
Re: Cell Site # LAC 150; Cell Site Name: Saddleback College
Fixed Asset No. 10087128
12555 Cingular Way, Suite 1300
Alpharetta, GA 30004

With a required copy of such notice to AT&T legal at:

If sent via certified or register mail:

New Cingular Wireless PCS, LCC
Attn: AT&T Legal Department
Re: Cell Site # LAC150; Cell Site Name: Saddleback College
Fixed Asset No. 10087128
PO Box 97061
Redmond, WA 98073-9761

Or

If sent via nationally recognized overnight courier:

New Cingular Wireless PCS, LLC
Attn: AT&T Legal Department
Re: Cell Site #LAC150; Cell Site Name: Saddleback College
Fixed Asset No. 10087128
16331 NE 72nd Way
Redmond, WA 98052-7827

And to AT&T's local property management office:

New Cingular Wireless PCS, LLC
Attn: Property Management
Re: Cell Site # LAC150; Cell Site Name: Saddleback College
12900 Park Plaza Drive, 3rd floor
Cerritos, CA 90703

If to Landlord:

Saddleback College
Attn: Mark Shiffelbein
28000 Marguerite Parkway
Mission Viejo, CA 92692

With a required copy of such notice to:

South Orange County Community College District
Attn: Gary Poertner, Deputy Chancellor
28000 Marguerite Parkway
Mission Viejo, CA 92692

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

“LANDLORD”

South Orange County Community College District

By: _____
Dr. David Bugay

Title: Acting Vice Chancellor, Business Services

Date: _____

“TENANT”

New Cingular Wireless PCS, LLC

By: AT&T Mobility Corporation

Its: Manager

By: 
MARK RIVERA

Title: REAL ESTATE & CONSTRUCTION

Date: 2-22-11

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Saddleback College: Use of Lease-Purchase Agreement with Wells Fargo for the Digimaster EX125 Printing Equipment & Bookletmaker and Ricoh Micro Press Publishing System

ACTION: Approval

BACKGROUND

A recommendation is before the Board this month to approve the Digimaster Kodak EX125 and Bookletmaker System pursuant to the State of California Multiple Award Schedule no. 3-08-70-0139B, and the Ricoh Micro Press Publishing System pursuant to the State of California Multiple Award Schedule contract no. 3-08-36-0032B. Ikon Office Solutions is the designated reseller under these contracts. College staff estimates a savings over five years of approximately \$45,000.

STATUS

Wells Fargo Financial Leasing Inc. is the designated financial institution that Ikon uses as their leasing company.

Staff has determined that it is in the best interest of the District to enter into a lease-purchase agreement with Wells Fargo Finance Leasing Inc. (Exhibit A) for the Digimaster Kodak EX125 with Bookletmaker System and the Ricoh Micro Press Publishing System.

The total cost of the lease-purchase excluding maintenance costs will be \$311,768.40 including tax.

Funds are available in the General Fund for Saddleback College.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve entering into a lease-purchase agreement with Wells Fargo Financial Leasing Inc. (Exhibit A) for the Digimaster Kodak EX125 and Bookletmaker System pursuant to the State of California Multiple Award Schedule no. 3-08-70-0139B, and the Ricoh Micro Press Publishing System pursuant to the State of California Multiple Award Schedule contract no. 3-08-36-0032B for a total estimated cost of \$311,768.40.

Equipment Lease Agreement

Agreement No.: _____



CUSTOMER INFORMATION:		
Customer's Full Legal Name: South Orange College Community College District		
Address: 28000 Marguerite Parkway attn Purchasing S Seifert		
City/State/Zip Code: Mission Viejo CA 92692		
Telephone Number: 949 582 4378	Federal Tax ID #:	County: Orange County

SUPPLIER INFORMATION:
Supplier Name: IKON Office Solutions
Address: 16715 Von Karman Ave Suite 100 attn: Colleen Moore
City/State/Zip Code: Irvine Ca 92606

EQUIPMENT INFORMATION: <input checked="" type="checkbox"/> See Attached Equipment Schedule		Equipment Location (if different than address shown above): same Attn Printing Dept -Karen Burch 949 582 4513	
Quantity	Equipment Make, Model & Serial Number (Required)	Quantity	Equipment Make, Model & Serial Number (Required)
1	Kodak EX125 Bundle, paper supply module,	1	Bookletmaker, scanner,provider /workflow services
1	MicroPress server, true edit, microspooler,stand,	1	inserter, stacker with side eject

TERM AND PAYMENT INFORMATION:	Initial Term: <u>60</u> months	Lease Payment: <u>\$4,780.06</u>
Advance Payment: \$ _____ applied to:	<input type="checkbox"/> 1st Payment	<input type="checkbox"/> Last Payment <input type="checkbox"/> 1st and Last Payments
Security Deposit: \$ _____	Documentation / Processing Fee: \$75.00	
End of Term Purchase Option (shall be Fair Market Value unless another option is checked):	<input type="checkbox"/> Fair Market Value <input checked="" type="checkbox"/> \$1.00 <input type="checkbox"/> None <input type="checkbox"/> Other:	

In this agreement (as amended from time to time, the "Lease"), "You" and "Your" mean the customer named above. "We," "Us" and "Our" mean the lessor, Wells Fargo Financial Leasing, Inc. "Supplier" means the equipment supplier named above. This Lease represents the complete and exclusive agreement between You and Us regarding the subject matter herein and supersedes any other oral or written agreements between You and Us. This Lease can be changed only by a written agreement between You and Us. Other agreements not stated herein (including, without limitation, those contained in any purchase agreement between You and the Supplier) are not binding on Us.

1. **LEASE OF EQUIPMENT.** You agree to lease from Us the personal property listed above (together with all existing and future accessories, attachments, replacements and embedded software, the "Equipment") upon the terms stated herein. You promise to pay to Us all Lease Payments in accordance with the payment schedule set forth above, plus all other amounts stated herein. This Lease is binding on You as of the date You sign it. You agree that after You sign, We may insert or correct any information missing on this Agreement, including Your proper legal name, serial numbers and any other information describing the Equipment, and change the payment amount by up to 15% due to a change in the Equipment or its cost or a tax or payment miscalculation.

2. **LEASE TERM; AUTOMATIC RENEWAL.** This Lease is effective on the date that it is accepted by Us, and the term will begin on that date or any later date that We designate (the "Commencement Date") and will continue for the number of months shown above (the "Initial Term"). As used herein, "Present Term" means the term presently in effect at any time, whether it is the Initial Term or a Renewal Term (defined below). Unless You have a \$1.00 End of Term Purchase Option, You shall notify Us in writing at least 60 days but not more than 120 days before the end of a Present Term (the "Notice Period") that You intend to purchase or return all of the Equipment at the end of such Present Term or: (a) this Lease will automatically renew for an additional one-year period (each, a "Renewal Term"), and (b) the payment terms and other terms of this Lease will continue to apply. If You do notify Us in writing within the Notice Period that You intend to purchase or return all of the Equipment at the end of a Present Term, then You shall (i) purchase the Equipment by paying the purchase option amount (and all other amounts due hereunder) within 10 days after the end of the Present Term, or (ii) return the Equipment pursuant to Section 12 promptly following the end of the Present Term. For any "Fair Market Value" End of Term Purchase Option, then the fair market value shall be determined by Us in Our sole but commercially reasonable judgment. This Lease is non-cancelable for the full Initial Term and for any and all Renewal Terms.

3. **UNCONDITIONAL OBLIGATION.** You agree that: (i) We are a separate and independent company from the Supplier, manufacturer and any other vendor (collectively, "Vendors"), and the Vendors are NOT Our agents; (ii) No statement, representation or warranty by any Vendor is binding on Us, and no Vendor has authority to waive or alter any term of this Lease; (iii) You, not We, selected the Equipment and the Vendors based on Your own judgment; (iv) Your duty to perform Your obligations hereunder is absolute and unconditional despite any equipment failure, the existence of any law restricting the use of the Equipment, or any other adverse condition; (v) If You are a party to any maintenance, supplies or other contract with any Vendor, We are NOT a party thereto, such contract is NOT part of this Lease (even though We may, as a convenience to You and a Vendor, bill and collect monies owed by You to such Vendor), and no breach by any Vendor will excuse You from performing Your obligations to Us hereunder; and (vi) If the Equipment is unsatisfactory or if any Vendor fails to provide any service or fulfill any other obligation to You, You shall not make any claim against Us and shall continue to make all payments and fully perform under this Lease.

4. **LEASE PAYMENTS.** Lease Payments, plus applicable taxes and other charges provided for herein, are payable by the due date set forth on Our invoice to You. Restrictive endorsements on checks will not be binding on Us. All payments received will be applied to past due amounts and to the current amount due in such order as We determine. Any security deposit or estimated future Governmental Charge (defined in Section 10) that You pay is non-interest bearing, may be commingled with Our funds, may be applied by Us at any time to cure any default by You, and the unused portion will be returned to You within 90 days after the end of this Lease. If We do not receive a payment in full on or before its due date, You shall pay (i) a fee equal to the greater of 10% of the amount that is late or \$29.00, plus (ii) interest on the part of the payment that is late in the amount of 1.5% per month ("Time-Value Interest") from the due date to the date paid. If any check is dishonored, You shall pay Us a fee of \$20.00. If the Lease Payments include amounts owed to a Vendor pursuant to a separate contract, You acknowledge that We may increase the portion of Your Lease Payment attributable to such maintenance charges by up to 10% annually. If a Vendor has agreed to ship supplies to You pursuant to a separate contract, You acknowledge that We may (on behalf of such Vendor) bill You for any supply freight fee that such Vendor charges for shipping supplies to You.

5. **INDEMNIFICATION.** You shall indemnify and defend Us against, and hold Us harmless for, any and all claims, actions, damages, liabilities, losses and costs (including but not limited to reasonable attorneys fees) made against Us, or suffered or incurred by Us, arising directly or indirectly out of, or otherwise relating to, the delivery, installation, possession, ownership, use, loss of use, defect in or malfunction of the Equipment. This obligation shall survive the termination of this Lease.

6. **NO WARRANTIES. WE ARE LEASING THE EQUIPMENT TO YOU "AS IS". WE HAVE NOT MADE AND HEREBY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, ARISING BY APPLICABLE LAW OR OTHERWISE, INCLUDING WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.** The parties hereto agree that the transaction documented in this Lease is a "finance lease" under Article 2A of the Uniform Commercial Code (the "UCC"). You hereby waive any and all rights and remedies conferred upon You by Article 2A of the UCC. If this Lease is deemed to be a secured transaction, You hereby grant to Us a security interest in the Equipment and all proceeds thereof. You authorize Us to record (and amend, if appropriate) a UCC financing statement to protect Our interests. You may be entitled under Article 2A of the UCC to the promises and warranties (if any) provided to Us by the Supplier(s) in connection with or as part of the contract (if any) by which We acquire the Equipment. You acknowledge that You are aware of the name of the Supplier of each item of Equipment and You may contact the Supplier(s) for an accurate and complete statement of those promises and warranties (if any), including any disclaimers and limitations of them or of remedies.

Customer: _____	Wells Fargo Financial Leasing, Inc., Des Moines, Iowa
By: X	By: X

7. **DELIVERY, LOCATION, OWNERSHIP, USE, MAINTENANCE OF EQUIPMENT.** We are not responsible for delivery or installation of the Equipment. You are responsible for Equipment maintenance. You shall not remove the Equipment from the Equipment Location unless You first get Our permission. You shall give Us reasonable access to the Equipment Location so that We may inspect the Equipment, whether performed prior to or after the Commencement Date, and You agree to pay Our costs in connection therewith. We will own and have title to the Equipment (excluding any software) during the Lease. If the Equipment includes any software, You agree that (i) We don't own the software, (ii) You are responsible for entering into any necessary software license agreements with the owners or licensors of such software, (iii) You shall comply with the terms of all such agreements, if any, and (iv) any default by You under any such agreements shall also constitute a default by You under this Lease. You agree that the Equipment is and shall remain personal property. Without Our prior written consent, You shall not permit it to become (i) attached to real property or (ii) subject to liens or encumbrances of any kind. You represent that the Equipment will be used solely for commercial purposes and not for personal, family or household purposes. You shall use the Equipment in accordance with all laws, operation manuals, service contracts (if any) and insurance requirements, and shall not make any permanent alterations. At Your own cost, You shall keep the Equipment in good working order and warrantable condition, ordinary wear and tear excepted ("Good Condition").
8. **LOSS; DAMAGE; INSURANCE.** You shall, at all times during this Lease, (i) bear the risk of loss and damage to the Equipment and shall continue performing all Your obligations to Us even if it becomes damaged or suffers a loss, (ii) keep the Equipment insured against all risks of damage and loss ("Property Insurance") in an amount equal to its replacement cost, with Us named as sole "loss payee," and (iii) carry public liability insurance covering bodily injury and property damage ("Liability Insurance") in an amount acceptable to Us, with Us named as "additional insured." You have the choice of satisfying these insurance requirements by providing Us with satisfactory evidence of Property and Liability Insurance ("Insurance Proof"), within 30 days of the Commencement Date. Such Insurance Proof must provide for at least 30 days prior written notice to Us before it may be cancelled or terminated and must contain other terms satisfactory to Us. If you do not provide Us with Insurance Proof within 30 days of the Commencement Date, or if such insurance terminates for any reason, then (a) You agree that We have the right, but not the obligation, to obtain such Property Insurance and/or Liability Insurance in such forms and amounts from an insurer of Our choosing in order to protect Our interests ("Other Insurance"), and (b) You agree that We may charge you a periodic charge for such Other Insurance. This periodic charge will include reimbursement for premiums advanced by Us to purchase Other Insurance, billing and tracking fees, charges for Our processing and related fees associated with the Other Insurance, and a finance charge of up to 18% per annum (or the maximum rate allowed by law, if less) on any advances We make for premiums, (collectively, the "Insurance Charge"). We and/or one or more of our affiliates and/or agents may receive a portion of the Insurance Charge, which may include a profit. We are not obligated to obtain, and may cancel, Other Insurance at any time without notice to You. Any Other Insurance need not name You as an insured or protect Your interests. The Insurance Charge may be higher than if You obtained Property and Liability Insurance on Your own.
9. **ASSIGNMENT.** You shall not sell, transfer, assign or otherwise encumber (collectively, "Transfer") this Lease, or Transfer or sublease any Equipment, in whole or in part, without Our prior written consent. We may, without notice to You, Transfer Our interests in the Equipment and/or this Lease, in whole or in part, to a third party (a "New Owner"), in which case the New Owner will, to the extent of such Transfer, have all of Our rights and benefits but will not have to perform Our obligations (if any). Any Transfer by Us will not relieve Us of Our obligations hereunder. You agree not to assert against the New Owner any claim, defense or offset You may have against Us.
10. **TAXES AND OTHER FEES.** You are responsible for all taxes (including, without limitation, sales, use and personal property taxes, excluding only taxes based on Our income), levies, assessments, license and registration fees and other governmental charges relating to this Lease or the Equipment (collectively "Governmental Charges"). You agree to promptly pay Us, on demand, estimated future Governmental Charges. You authorize Us to pay any Governmental Charges as they become due, and You agree to reimburse Us promptly upon demand for the full amount (less any estimated amounts previously paid by You). You hereby appoint Us as Your attorney-in-fact to sign Your name to any document for the purpose of filing tax returns. You agree to pay Us a fee for preparing and filing personal property tax returns. You also agree to pay Us upon demand (i) for all costs of filing, amending and releasing UCC financing statements, and (ii) a documentation/processing fee as set forth on Page 1 (or as otherwise agreed to) to cover Our investigation, documentation and other administrative costs in originating this Lease. You also agree to pay Us a fee, in accordance with Our current fee schedule, which may change from time to time, for additional services We may provide to You at Your request during this Lease. You agree that the fees set forth in this Lease may include a profit.
11. **DEFAULT.** You will be in default hereunder if: (1) You fail to pay any amount due hereunder within 15 days of the due date; (2) You otherwise breach or attempt to breach any other term, representation or covenant herein or in any other agreement between You and Us; (3) any of Your affiliates breaches any agreement between such affiliate(s) and Us; and/or (4) You and/or any guarantors or sureties of Your obligations hereunder (i) die, (ii) go out of business, (iii) commence dissolution proceedings, (iv) merge or consolidate into another entity, (v) sell all or substantially all of Your or their assets, or there is a change of control with respect to Your or their ownership, (vi) become insolvent, admit Your or their inability to pay Your or their debts, (vii) make an assignment for the benefit of Your or their creditors (or enter into a similar arrangement), (viii) file, or there is filed against You or them, a bankruptcy, reorganization or similar proceeding or a proceeding for the appointment of a receiver, trustee or liquidator, or (ix) suffer a material adverse change in Your or their financial condition and, as a result thereof, or for any other reason, We deem Ourselves insecure. If You default, You hereby acknowledge that We will suffer harm that will be impossible or very difficult to quantify with certainty. You and We therefore stipulate and agree that, if You default, We may exercise any or all of the following remedies, in Our sole discretion, which remedies You hereby agree are reasonable in light of the anticipated harm to Us and are not intended to be a penalty: (A) cancel this Lease, (B) require You to return the Equipment pursuant to Section 12 below, (C) take possession of and/or render the Equipment (including any software) unusable (and for such purposes You hereby authorize Us and Our designees to enter Your premises, with or without prior notice or other process of law), and sell, lease or otherwise dispose of the Equipment on such terms and in such manner as We may in Our sole discretion determine, and/or (D) require You to pay to Us, on demand, an amount equal to the sum of (i) all Lease Payments and other amounts then due and past due, (ii) all remaining Lease Payments for the remainder of the Term discounted at a rate of 6% per annum, (iii) the residual value of the Equipment estimated by Us at the inception of this Lease (as shown in Our books and records), discounted at a rate of 6% per annum, (iv) Time-Value interest on the amounts specified in clauses "i", "ii" and "iii" above from the date of demand to the date paid, and (v) all other amounts that may thereafter become due hereunder to the extent that We will be obligated to collect and pay such amounts to a third party (such amounts specified in sub-clauses "i" through "v" referred to below as the "Balance Due"). You also agree to reimburse Us on demand for all reasonable expenses of enforcement (including, without limitation, reasonable attorneys' fees and other legal costs) and reasonable expenses of repossessing, holding, preparing for disposition, and disposition ("Remarketing") of the Equipment, plus Time-Value interest on the foregoing amounts from the date of demand to the date paid. In the event We are successful in Remarketing the Equipment, We shall give You a credit against the Balance Due in an amount equal to the present value of the proceeds received and to be received from Remarketing minus the above-mentioned costs (the "Net Proceeds"). If the Net Proceeds are less than the Balance Due, You shall be liable for such deficiency. Any delay or failure to enforce Our rights under this Lease shall not constitute a waiver thereof. We shall not be liable for any losses, directly or indirectly arising out of, or by reason of the presence and/or use of any and all proprietary information residing on or within any Equipment returned to Us or repossessed by Us. The remedies set forth herein are cumulative, are in addition to any other remedies provided for by applicable law, and may be exercised concurrently or separately.
12. **RETURN OF EQUIPMENT.** If You are required to return the Equipment under this Lease, You shall, at Your expense, promptly upon demand, send the Equipment to any location(s) that We may designate and pay Us a handling/restocking fee of \$250.00. The Equipment must be properly packed for shipment, freight prepaid and fully insured, and must be received in Good Condition (defined in Section 7 above). If the Equipment is not received within 15 days of the date of demand, You agree to continue paying Lease Payments and all other amounts due hereunder until the Equipment is received by Us.
13. **APPLICABLE LAW; VENUE; JURISDICTION; SEVERABILITY.** This Lease shall be deemed fully executed and performed in the State of Iowa and shall be governed and construed in accordance with the laws thereof. You consent to and agree to the exclusive jurisdiction and venue of federal and state courts located in the State of Iowa. **YOU AND WE HEREBY WAIVE YOUR AND OUR RESPECTIVE RIGHTS TO A TRIAL BY JURY IN ANY LEGAL ACTION.** If any amount charged or collected under this Lease is greater than the amount allowed by law (an "Excess Amount"), then (i) any Excess Amount charged but not yet paid will be waived by Us and (ii) any Excess Amount collected will be refunded to You or applied to any other amount then due hereunder. Each provision hereof shall be interpreted to the maximum extent possible to be enforceable under applicable law. If any provision is construed to be unenforceable, such provision shall be ineffective only to the extent of such unenforceability without invalidating the remainder hereof.
14. **INTERIM RENT.** As you will have possession of the Equipment from the date of its delivery to You, You agree to pay Us an interim rent charge as reasonably calculated by Us for the period from the date the Equipment is delivered to You until the Commencement Date. The payment for this interim period will be based on the Lease Payment prorated on a 30-day calendar month and will be added to Your first invoice.
15. **DOLLAR PURCHASE; CASH PRICE; TIME PRICE.** This Section only applies if You have a \$1.00 End of Term Purchase Option. At the end of the Initial Term, You shall purchase the Equipment for one dollar (\$1.00); provided, however, We shall not be required to transfer Our interest in the Equipment to You until You have paid to Us all other amounts then owing hereunder, if any. You agree that prior to entering into this Lease, You could have purchased the Equipment from the Supplier for a specific cash amount, but instead You hereby choose and agree to pay a higher amount (the "Time Price") to Us in installments over the Initial Term. The Time Price equals the Lease Payment amount shown above multiplied by the total number of Lease Payments to be paid over the Initial Term, plus \$1.00. You agree that the Time Price represents only a higher purchase price and does not include an interest component or finance charge. However, if the Time Price should be determined or adjudicated to include an interest component or finance charge, then you agree that (i) each Lease Payment shall be deemed to include an amount of pre-computed interest, (ii) the total pre-computed interest scheduled to be paid over the Initial Term is to be calculated by subtracting the amount We pay the Supplier ("Our Investment") from the Time Price, (iii) the annual interest rate deemed applicable to this transaction is the rate that will amortize Our Investment down to \$1.00 by applying all periodic Lease Payments as payments (and this rate calculation method assumes that each periodic Lease Payment is received by Us on the due date), and (iv) none of the other fees or costs We may charge You pursuant to this Lease (including but not limited to UCC filing fees, late fees, documentation or processing fees) shall be considered interest or a finance charge.
16. **MISCELLANEOUS.** You shall furnish Us with current financial statements upon Our request. This Lease may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute the same document. You acknowledge that You have received a copy of this Lease and agree that a facsimile or other copy containing Your faxed or copied signature may be treated as an original and will be admissible as evidence of this Lease. You waive notice of receipt of a copy of this Lease with Our original signature. You hereby represent to Us that this Lease is legally binding and enforceable against You in accordance with its terms.

Equipment Schedule

Wells Fargo Financial

Quantity	Equipment Maker & Model
1	Kodak 8.0 Software
1	Kodak in line Bookletmaker
1	Kodak Provider Services
1	Kodak Workflow Services
1	EFI Micropress Server
1	EFI Micropress True Edit License
1	EFI MicroPress MicroSpooler
1	EFI MicroPress stand
1	Kodak i1420 Scanner
1	IKON Analyst Services

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Authorization to Seek Proposals for Lease/ Leaseback Services

ACTION: Approval

BACKGROUND

There are various ways school districts can approach delivery of a construction project besides the traditional design/bid/build method.

One alternative approach is provided through Education Code section 81330 et seq.. The "Lease Provision" permits a district's governing board to lease real property for the purpose of constructing buildings for district use. This method is known as lease/leaseback. This delivery method of construction has been recognized by the State Legislature as a proven method to deliver education facilities on time, on budget and with a reduced level of public agency risk associated with design issues, delays and cost overruns.

A contract for the lease/leaseback approach is negotiated with a guaranteed maximum price to be paid to the builder. The approach requires the builder to comply with all public works labor code requirements including payment of prevailing wages, work hours and apprenticeship issues. SOCCCD will employ a competitive selection process beginning with a Request for Proposals including contractor prequalification narrowing a wider target down to three or four competitors who would participate in an interview process which will include contractors' recommendations for project improvements.

STATUS

The lease/leaseback approach may be a preferred construction delivery method on a number of future projects. The best way to explore this opportunity will be to conduct a Request for Proposals process.

Staff would like to pursue lease/leaseback for future projects.

Estimated costs for developing the process and documents are \$20,000. Funds for the necessary legal services will be drawn from the associated project budgets.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve authorization to seek proposals for lease/leaseback services.

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: CCCT Board of Directors Election - 2011

ACTION: Approval

BACKGROUND

The California Community College Trustees Association was conceived with the idea that all community college trustees in California, joined together in one organization, could successfully work to preserve and improve California's quality, community based, locally governed colleges. The CCCT Board of Directors consists of twenty-one members elected as directors by the membership, all elected officers of the association, and a non-voting Student Trustee Director.

STATUS

The election of members of the CCCT Board of Directors for 2011 will take place between March 10 and April 25. The eight individuals receiving the most votes will serve three-year terms. The memorandum from CCCT and the ballot listing trustees who have been nominated for election to the board are included as exhibits. Each CCCT member community college district board has one vote for each of the eight vacancies on the CCCT Board of Directors. The eight candidates receiving the highest number of votes by the South Orange County Community College District Board of Trustees will be listed on the official ballot and transmitted to the league office by the April 25 deadline.

RECOMMENDATION

The Chancellor recommends that each board member read at the board meeting his or her list of nominees for the eight vacancies on the CCCT Board of Directors for subsequent tallying and transmittal to the League Office by the April 25 deadline.

Item Submitted by: Gary L. Poertner, Chancellor



**COMMUNITY COLLEGE LEAGUE
OF CALIFORNIA**

DATE: February 23, 2011

TO: California Community College Trustees
California Community College District Chancellors/Superintendents

FROM: Judy Centlivre

SUBJECT: CCCT BOARD ELECTION — 2011

Pursuant to the CCCT Board Governing Policies, the election of members of the CCCT board of the League will take place between March 10 and April 25. This year there are eight, three-year vacancies on the board.

Each member community college district board of the League shall have one vote for each of the eight vacancies on the CCCT board. Only one vote may be cast for any nominee or write-in candidate. The twelve candidates who receive the most votes will serve three-year terms. In the event of a tie vote for the last position to be filled, the CCCT board will vote to break the tie.

The twelve trustees who have been nominated for election to the board are listed on the enclosed sheet in the Secretary of State's random drawing order. An official ballot for the election is also enclosed in this mailing to each community college district chancellor/superintendent, as well as copies of the statement of candidacy and biographic sketch form of each of the twelve candidates.

Please remember that: *1) ballots must be signed by the board secretary and board president or vice-president; and 2) ballot return envelopes must have no identifying information or signatures.* Official ballots must be signed and returned to the League office, **postmarked no later than April 25.** Faxed ballots will **not** be accepted. The ballots will be opened and counted by three tellers appointed by the CCCT President and the results announced at the CCCT Annual Conference.

If you have any questions on the CCCT board election, please call the League office.

Attachments:

List of Candidates
CHANCELLORS/SUPERINTENDENTS ONLY:
Official Ballot and Return Envelope
Candidates' Biographic Sketches and Statements



**CCCT 2011 BOARD
OFFICIAL BALLOT**

Vote for no more than eight (8) by checking the boxes next to the names

NOMINATED CANDIDATES

List order based on Secretary of State's January 25, 2011 random drawing.

- Tina Park, Los Angeles CCD
- Jim Moreno, Coast CCD
- David Wheeler, Yuba CCD
- Stephen Castellanos, San Joaquin Delta CCD
- *Laura Casas Frier, Foothill-DeAnza CCD
- Nancy Chadwick, Palomar CCD
- *Mary Figueroa, Riverside CCD
- Robert Jones, Los Rios CCD
- Michael Davenport, Gavilan CCD
- *Paul J. Gomez, Chaffey CCD
- Greg Bonaccorsi, Ohlone CCD
- Pauline Larwood, Kern CCD

WRITE-IN CANDIDATES

Type each qualified trustee's name and district on the lines provided below.

*Incumbent

Board Secretary and Board President or Board Vice President must sign below:

This ballot reflects the action of the board of trustees cast in accordance with local board policy.

Secretary of the Board

President or Vice President of the Board

2011 CCCT BOARD ELECTION
CANDIDATES IN RANDOM DRAWING ORDER

1. Tina Park, Los Angeles CCD
2. Jim Moreno, Coast CCD
3. David Wheeler, Yuba CCD
4. Stephen Castellanos, San Joaquin Delta CCD
5. *Laura Casas Frier, Foothill-DeAnza CCD
6. Nancy C. Chadwick, Palomar CCD
7. *Mary Figueroa, Riverside CCD
8. Robert Jones, Los Rios CCD
9. Michael Davenport, Gavilan CCD
- 10.*Paul J. Gomez, Chaffey CCD
11. Greg Bonaccorsi, Ohlone CCD
12. Pauline Larwood, Kern CCD

* Incumbent



CCCT BOARD NOMINATION FORM

Must be returned to the League office postmarked no later than February 15, 2011, along with the statement of candidacy and biographic sketch form. Faxed material will not be accepted.

Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the LOS ANGELES Community
College District nominates TINA PARK to be a
candidate for the CCCT Board.

This nominee is a member of the LOS ANGELES Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office postmarked no later than February 15, 2011 along with the nominating ballot and biographic sketch form. **Faxed material will not be accepted.**

CANDIDATE'S NAME: Tina Park DATE: February 9, 2011

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

***Advocate the importance of the growth within the California Community College System which contributes toward a vital solution for transforming the current economic crisis.**

***Promote the increase in student transfer rates and on-going preparation for our student success best practices.**

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

I believe my passion and commitment to our California Community College System will bring a fresh, new dynamic perspective to the Board.


CCCT BOARD
BIOGRAPHIC SKETCH FORM

Must be returned to the League office postmarked no later than February 15, 2011, along with the nominating ballot and statement of candidacy. Faxed material will not be accepted.

PERSONAL

Name: Tina Park Date: February 9, 2011
Address: 417 S. Westmoreland Avenue, #401
City: Los Angeles Zip: 90020
Phone: 213/268-9796 213/891-2044
(home) (office)
E-Mail: tinadpark@gmail.com

EDUCATION

Certificates/Degrees: A.A. - Queensborough Community College
B.A. - Hofstra University

PROFESSIONAL EXPERIENCE

Present Occupation: Business Entrepreneur

Other: Auditor Accountant

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: Los Angeles Community College District
Years of Service on Local Board: Since 2009
Offices and Committee Memberships Held on Local Board: Standing Committees: Budget and
Finance, External Affairs, Infrastructure, and Student Affairs.
Ad Hoc Committee on Public/Private Partnerships

State Activities (CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc)

National Activities (*ACCT and other organizations, boards, committees, etc.*): _____

CIVIC AND COMMUNITY ACTIVITIES

Former Life Coach at Landmark Education Center

Leader of Asian American Pacific Islanders Small Business Association

OTHER



CCCT BOARD NOMINATION FORM

Must be returned to the League office **postmarked no later than February 15, 2011**, along with the statement of candidacy and biographic sketch form. **Faxed material will not be accepted.**

Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the _____ Coast _____ Community
College District nominates _____ Trustee Jim Moreno _____ to be a
candidate for the CCCT Board.

This nominee is a member of the _____ Coast _____ Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2011** along with the nominating ballot and biographic sketch form. **Faxed material will not be accepted.**

CANDIDATE'S NAME: Trustee Jim Moreno DATE: January 27, 2011

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

Given the demands of the global market, CCCT and the League should continue to focus on career technical education matters to support our economy. We must demonstrate leadership by building alliances with industry, developing cutting edge curricula, and maintaining ties to businesses in order to provide the greatest opportunities.

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

My many years of public service experience, years as Chair of our District's Career Technical Education Committee and expertise in budgeting will afford me the opportunity to advocate for the needs of our colleges, to stress the importance of workforce development, and to connect with industry leaders on all levels.



CCCT BOARD
BIOGRAPHIC SKETCH FORM

Must be returned to the League office **postmarked no later than February 15, 2011**, along with the nominating ballot and statement of candidacy. **Faxed material will not be accepted.**

PERSONAL

Name: Trustee Jim Moreno Date: January 27, 2011

Address: 15261 Stanford Lane

City: Huntington Beach Zip: 92647

Phone: (home) 714-892-3939

(office) 714-438-4848

E-Mail: jmoreno@ccd.edu

EDUCATION

Certificates/Degrees: Graduate Degree in Public Administration, Cal State Northridge; Bachelor of Arts, California State Long Beach

PROFESSIONAL EXPERIENCE

Present Occupation: Coast Community College District, Vice President, Board of Trustees

Other: Served as Chief Deputy to a Member of the Los Angeles County Board of Supervisors

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: Coast Community College District

Years of Service on Local Board: Elected to the Board in November 2006, Re-Elected November 2010

Offices and Committee Memberships Held on Local Board: Board President, 2009; Board Clerk;

2010; Board Vice President 2011; Chair, Board of Trustees Budget and Audit Committee; Chair,

Board of Trustees Career Technical Education Committee; Member; Political Action Committee for the Orange County School Boards Association

State Activities (*CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc*)

Member, Advisory Committee on Education Services, 2008-Present;

National Activities (ACCT and other organizations, boards, committees, etc.): ACCT National Conference, Member ACCT, Workshop Presenter, National Leadership Summit, Fall 2009

CIVIC AND COMMUNITY ACTIVITIES

Member, Coastline Community College Paralegal Advisory Board, Past Chairman, Citizen Participation Advisory Board of the City of Huntington Beach, Volunteer at the Live Oak Adult Literacy Program, Member of the CHP Community Advisory Board

OTHER

Author, " Establishing Budget Transparency at the Coast Community College District" within ACCT Trustee Quarterly, Winter 2009; Author, Op-Ed, " State Budget Raises Student Fees at Coast Community Colleges," July 29, 2009; Author, Op-Ed, " Colleges Need Support from Residents, State," Daily Pilot Newspaper, October 13, 2009

CCCT BOARD NOMINATION FORM

Must be returned to the League office postmarked no later than February 15, 2011, along with the statement of candidacy and biographic sketch form. Faxed material will not be accepted.

Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the Yuba Community
David Wheeler
College District nominates _____ to be a
candidate for the CCCT Board.

This nominee is a member of the Yuba Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board

CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office postmarked no later than February 15, 2011 along with the nominating ballot and biographic sketch form. **Faxed material will not be accepted.**

CANDIDATE'S NAME: David Wheeler DATE: February 14, 2011

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

I believe we will need to focus on several issues: Allowing for growth in FTES, and
insuring our students, the public, and ourselves, that available funding is utilized
in the most productive manner. We must look "outside the box" for new technology,
calendar scheduling, etc., in order to achieve this.

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

A Community College Professor for 35 years, I have served in, and have extensive
knowledge of most areas of the college community: teaching, administration, union
negotiations, etc. I live in close proximity to Sacramento; have excellent connections
to state legislators, available time, and the energy to pursue our goals.

CCCT BOARD
BIOGRAPHIC SKETCH FORM

Must be returned to the League office postmarked no later than February 15, 2011, along with the nominating ballot and statement of candidacy. **Faxed material will not be accepted.**

PERSONAL

Name: David Wheeler Date: February 14, 2011
Address: 1795 Columbia Drive
City: Yuba City, CA Zip: 95991
Phone: (530) 673-3110 (530) 741-6972
(home) (office)
E-Mail: operawheel@comcast.net

EDUCATION

Certificates/Degrees: A.A. Yuba Community College, 1967; B.A. Theatre Arts, San Francisco State University, 1970; M.A. Theatre Arts, San Francisco State University, 1976.

PROFESSIONAL EXPERIENCE

Present Occupation: Vice-President, Wheeler Auto Center (Chevrolet, Cadillac, and Mazda); Trustee, Yuba Community College District
Other: Professor of Theatre Arts and Film Studies, Yuba College 1976-2010 (retired.)
Theatre Director, Walnut Creek Regional Arts Theatre, 1973-1976. Actor, Berkeley Repertory Theatre, 1972. Stage Manager, Assistant Director, San Francisco Opera and Western Opera Theatre, 1970-1971.

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: New Member
Years of Service on Local Board: New Member
Offices and Committee Memberships Held on Local Board: _____

State Activities (CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc) _____

National Activities (*ACCT and other organizations, boards, committees, etc.*): _____

Active member 1977-2010, Kennedy Center, American College Theatre Festival, various committees, boards, etc. Awarded the first Kennedy Center, American College Theatre Festival, Award for Excellence in Theatre Education, 1997.

CIVIC AND COMMUNITY ACTIVITIES

OTHER

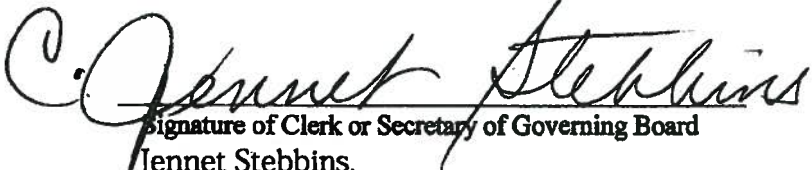
**CCCT BOARD
NOMINATION FORM**

Must be returned to the League office postmarked no later than February 15, 2011, along with the statement of candidacy and biographic sketch form. Faxed material will not be accepted.

Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the San Joaquin Delta Community
College District nominates Stephan Castellanos, FAIA to be a
candidate for the CCCT Board.

This nominee is a member of the San Joaquin Delta Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.


Signature of Clerk or Secretary of Governing Board
Jennet Stebbins,
Clerk of the Board

**CCCT BOARD
STATEMENT OF CANDIDACY**

Must be returned to the League office postmarked no later than February 15, 2011 along with the nominating ballot and biographic sketch form. **Faxed material will not be accepted.**

CANDIDATE'S NAME: Stephan Castellanos DATE: 2/13/2011

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

Community Colleges continue to face budget challenges. It will be important for
CCCT and the League to provide support in the area of advocacy, and to fight to
assure that the role of community colleges in developing workforce is maintained
and that they receive a fair share of education funding.

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

Board effectiveness is key to institutional success and strong advocacy. I am
committed to working toward the goal of strengthening boards, Board/CEO
relationships and advocating at every level. As a former California State Architect I
understand State government and the legislative process. I also have maintained
relationships in government.

**CCCT BOARD
BIOGRAPHIC SKETCH FORM**

Must be returned to the League office postmarked no later than February 15, 2011, along with the nominating ballot and statement of candidacy. Faxed material will not be accepted.

PERSONAL

Name: Stephan Castellanos Date: 2/13/2011

Address: 8115 S. Highway 26

City: Valley Springs Zip: 95252

Phone: 209-786-2630 209-462-2873
(home) (office)

E-Mail: stephancastellanos@mac.com

EDUCATION

Certificates/Degrees: Bachelor of Architecture

PROFESSIONAL EXPERIENCE

Present Occupation: Architect

Other: _____

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: San Joaquin Delta

Years of Service on Local Board: 2 years

Offices and Committee Memberships Held on Local Board: _____

CEO Search Committee

*Chair

State Activities (CCCT and other organizations boards, committees, workshop presenter;
Chancellor's Committees, etc. CCLC Advisory Committee on Education Services

*Member

American Institute of Architects, California

*President

*Vice-President

National Activities (*ACCT and other organizations, boards, committees, etc.*): _____

American Institute of Architects

*Secretary

*Board Member

Collaborative for High Performance Schools

*Board Member

CIVIC AND COMMUNITY ACTIVITIES

San Joaquin Hispanic Chamber of Commerce

*Member

City of Stockton Cultural Heritage

*Past Member

*Chair

US Green Building Council

*Board Member

OTHER

CCCT BOARD NOMINATION FORM

Must be returned to the League office postmarked no later than February 15, 2011, along with the statement of candidacy and biographic sketch form. Faxed material will not be accepted.

Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the Foothill-De Anza Community
College District nominates Laura Casas Frier to be a
candidate for the CCCT Board.

This nominee is a member of the Foothill-De Anza Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.


Signature of Clerk or Secretary of Governing Board

CCCT BOARD STATEMENT OF CANDIDACY

Must be returned to the League office postmarked no later than February 15, 2011 along with the nominating ballot and biographic sketch form. Faxed material will not be accepted.

CANDIDATE'S NAME: Laura Casas Frier DATE: January 30, 2011

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

Support statewide model for early assessment of college readiness and a careful, thoughtful, well researched approach to measurement of student progress

Work toward systemic change of CCC funding model while staying true to its mission

Support success of CCC students during fiscal crisis

Support local control and flexibility of funds

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

Past experience, community action and multiple advocacy roles demonstrate my commitment to education. My personal and heartfelt belief is that excellent academic preparation and student success along with a well-run community college system is worth fighting for. I will be a voice on the CCCT Board toward that end.

CCCT BOARD BIOGRAPHIC SKETCH FORM

Must be returned to the League office **postmarked no later than February 15, 2011**, along with the nominating ballot and statement of candidacy. **Faxed material will not be accepted.**

PERSONAL

Name: Laura Casas Frier Date: 1/30/2011

Address: 11626 Par Avenue

City: Los Altos Zip: 94024

Phone: (home) (650) 917-8382 (office) cell (650) 906-1514

E-Mail: lauracasasfrier@aol.com or casasfrierlaura@fhda.edu

EDUCATION

Certificates/Degrees: Juris Doctorate, University of Santa Clara, School of Law '82

Bachelor of Arts in Political Science, California State University, Northridge '78

PROFESSIONAL EXPERIENCE

Present Occupation: Education Advocate - Member of several non-profit boards related to education

Other: Senior Legal Claims Representative - American International Group, an international commercial liability carrier

Legal Claims Representative - Allstate Insurance

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: Foothill - De Anza Community College District Board

Years of Service on Local Board: 2005 - Present

Offices and Committee Memberships Held on Local Board:

President - 2008

Audit and Finance Committee - Past Member

Foothill - De Anza Foundation Board of Directors - Member

Bond Oversight, Audit and Finance Committees - Board sub-committee representative, review community member applicants

Trustee Scholarship Committee - Member

Foothill Entrepreneur Center, College Business Plan Competition - Judge since 2007

Asian Pacific American Leadership Institute (APALI) - Advisory Board and Speaker

Puente Project, statewide academic preparation program - mentor since 1999

State Activities (CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc

Appointed to the California Community College Trustees Board in 2011

California Community College League, Advisory Committee on Legislation, Chair 2010-2011, member since 2003

Nominating Committee of California Community College Trustee Officers for 2011-2012

Community College League's Advocacy Days - Team Leader for Foothill - De Anza District

Puente Project - Speaker at statewide conference

National Activities (ACCT and other organizations, boards, committees, etc.):

ACCT Conference - Board representative for the Foothill - De Anza District

Children Now, National organization where children are a public policy priority - Board member and Audit and Finance committee member,

HOPE - Hispanas Organized for Political Equality, a graduate of the HOPE Leadership Institute, 1999

HOPE - Advocacy team in Washington, DC promoting Federal Legislation

CIVIC AND COMMUNITY ACTIVITIES

ALearn is a non-profit organization committed to helping under-represented students get to and succeed in college - Board member

Los Altos Community Foundation, Scholars Program - Scholarship Review Committee member and mentor to assigned college student

PTA 6th District, Santa Clara County - Past Legislative Director

PTA, Los Altos -Mountain View Council, Present Legislation Chair

OTHER

Harbour Community - Founder and Past Board member - Battered women's shelter, protecting families and enrolling victims in community colleges.

Adelente Higher Education Conference - Past Chair (five years), designed to encourage high school girls to persue higher education.




**CCCT BOARD
NOMINATION FORM**

Must be returned to the League office postmarked no later than February 15, 2011, along with the statement of candidacy and biographic sketch form. Faxed material will not be accepted.

Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the PALOMAR Community
College District nominates NANCY C. CHADWICK to be a
candidate for the CCCT Board.

This nominee is a member of the PALOMAR Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.


Signature of Clerk or Secretary of Governing Board



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office postmarked no later than February 15, 2011 along with the nominating ballot and biographic sketch form. Faxed material will not be accepted.

CANDIDATE'S NAME: NANCY C. CHADWICK DATE: January 11, 2011

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

1) Legislative Agenda for Prop 98 Mandated Funding, Property Tax Backfill Mandate,

Budgetary Hold Harmless Provisions, Suspension of 75/25 and 50% Rules, and

Career Technical Education & Basic Skills Funding

2) Transfer Policy and Student Success Measures

3) Green Campuses and Sustainability Policy

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

1) Community College Board of Trustees President

2) Nearly 30 years in higher education with experience in budget and planning, capital planning,

academic management, and adjunct clinical faculty

3) Retired from the University of California with service on four campuses: UC Los Angeles,

UC Riverside, UC Davis Medical Center, and UC San Francisco

National Activities (ACCT and other organizations, boards, committees, etc.): _____

CIVIC AND COMMUNITY ACTIVITIES

Served on Boards of Directors for Public Television and Public Foundations _____

Chaired City Planning Commission and Redevelopment Design Review Organization _____

OTHER

Association of Community College Trustees _____

American Association for Women in Community Colleges _____

California Women Lead _____

Mana _____

Run Women Run _____



CCCT BOARD NOMINATION FORM

Must be returned to the League office **postmarked no later than February 15, 2011**, along with the statement of candidacy and biographic sketch form. **Faxed material will not be accepted.**

Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the Riverside Community
College District nominates Mary Figueroa to be a
candidate for the CCCT Board.

This nominee is a member of the Riverside Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office postmarked no later than February 15, 2011 along with the nominating ballot and biographic sketch form. **Faxed material will not be accepted.**

CANDIDATE'S NAME: Mary Figueroa DATE: February 11, 2011

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

* Expanding workforce curriculum and partnership development to lead the economic recovery of the state.

* Increasing the student retention rate and thereby increasing the success of the most diverse student population in higher education.

* Increasing faculty diversity reflective of student population and community demographics.

* Supporting basic skills efforts for student success.

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

First in my family to graduate from high school and attend college, I experienced firsthand the value of education to an individual's life. Working 21 years in the prison system, I have professionally observed the consequences of the lack of education and its resulting negative economic impact on the community.

**CCCT BOARD
BIOGRAPHIC SKETCH FORM**

Must be returned to the League office postmarked no later than February 15, 2011, along with the nominating ballot and statement of candidacy. **Faxed material will not be accepted.**

PERSONAL

Name: Mary Figueroa Date: February 11, 2011
Address: 1258 Shakespeare Drive
City: Riverside Zip: 92506
Phone: 951/780-4962 951/317-2648
(home) (office)
E-Mail: maryfig50@sbcglobal.net

EDUCATION

Certificates/Degrees: University of California, Riverside (1979) - B.A.,
Chicano Studies/Political Science

PROFESSIONAL EXPERIENCE

Present Occupation: Retired - California Department of Corrections: Correctional
Counselor (21 years)

Other: Victim Witness Advocate: District Attorney's Office; Riverside Unified
School District: Substitute Teacher; City of Riverside Summer Youth Employment:
Placement Counselor; Inter-Tribal Council of California: Community Outreach
Specialist

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: Riverside Community College District

Years of Service on Local Board: 16 years (1995)

Offices and Committee Memberships Held on Local Board: President (6 terms); Vice
President (1 term); Secretary (2 terms); Chair, Governance, Personnel &
Labor, Planning & Development; Vice Chair, Academic Affairs & Finance committees

State Activities (*CCCT and other organizations boards, committees, workshop presenter;*
Chancellor's Committees, etc) Member, ACCT Latino Trustee Association; Member, ACCT;
CCCT Board Member (second term); California Community College League Board
of Trustees

National Activities (*ACCT and other organizations, boards, committees, etc.*): _____

ACCT Pacific Regional Nominating Committee, 2010. ACCT Workshop Presenter,
Toronto, Canada (2010).

CIVIC AND COMMUNITY ACTIVITIES

See attached bio

OTHER

California Department of Corrections (CDC) Statewide Chair - Women's
Liaison Council. CDC - Equal Employment Opportunity Committee.

National Latino Peace Officers Association member and Board of Directors,
local Riverside Chapter.

MARY FIGUEROA

Mary Figueroa was first elected to the Riverside Community College District Board of Trustees on November 7, 1995, having emerged from a crowded field of 11 candidates and one open seat. Winning re-election in 1999, 2004, and in November of 2008 for a fourth term as a member of the Board of Trustees, she has held the position of President for six total terms as well as serving as past Vice President and Secretary of the Board. Committee assignments have included Finance and Audit, Personnel and Labor Relations, Academic Affairs and Student Services, Planning and Development, and the Legislative Committee. In 2007, Ms. Figueroa was elected to a statewide position on the California Community College Trustee Board (CCCCT), one of 21 directors elected from 72 statewide governing boards of which she is currently serving her second term. Additionally, as of 2011 she is now a member of the California Community College League Board of Directors.

Ms. Figueroa knows that providing the best possible education ultimately benefits the local community and society overall, but especially those students motivated to seek and achieve their goal through education. Ms. Figueroa's community involvement began at the age of 16, when she volunteered for a local election campaign in order to earn high school credit in a government class. From there, she became involved in the neighborhood youth organizations formed in the 1970's to deal with local community gang activity and police conflict. Her community organization involvement includes past and/or present membership in:

- Eastside Social Services Center Advisory Board
- Action Before Crisis Committee
- Riverside Youth Development Council
- Inland Community Design Center
- Riverside Area Rape Crisis Center Board of Directors
- City of Riverside Human Relations Commission
- San Geronio Girl Scout Council Board of Directors
- Blueprint for Volunteer Diversity Planning Committee
- American Diabetes Association Board of Directors
- LATINO Network
- Greater Riverside Hispanic Chamber of Commerce Board of Directors
- Riverside Mayor's Use of Force Panel
- State of California Attorney General's Civil Rights Commission on Hate Crimes
- Eastside Think Tank
- National Latino Peace Officers Association
- Community Settlement Association Board of Directors
- American Association of University Women
- NAACP
- RCC Friends of Forensics Board of Governors
- LaVista Recovery & Wholeness Center for Women Board of Directors
- University of California, Riverside Chancellor's Community Advisory Committee for School of Medicine
- UCR School of Medicine Dean position Search Committee
- South Coast Air Quality Management District/Environmental Justice Advisory Group
- UCR Chancellor's Campus Council on Climate, Culture and Inclusion

Ms. Figueroa is retired from the State of California Department of Corrections/California Institution for Men, where she served as a correctional counselor for 21 years. Ms. Figueroa has been employed by the Inter-Tribal Council of California, Inc., as an Outreach & Community Specialist; the Riverside County

District Attorney's Office as a Victim Witness Advocate in the Sexual Assault and Child Abuse Unit; RUSD as a Substitute Teacher; City of Riverside as a Placement Counselor in the Summer Youth Employment Program; and with the Riverside County American Red Cross.

Ms. Figueroa realizes that having received her high school diploma from John W. North High School (1974) and graduation from the University of California, Riverside with a B.A. in Chicano Studies and Political Science (1979) has provided her with the self esteem and confidence needed to return her services to the community. Having grown up in the Eastside of Riverside, to a single mother, but with the family support and additional mentoring from individuals who have crossed her life, Ms. Figueroa advocates that given the opportunity, every child can be a success. Ms. Figueroa believes that she is a living example of that concept.


CCCT BOARD NOMINATION FORM

Must be returned to the League office **postmarked no later than February 15, 2011**, along with the statement of candidacy and biographic sketch form. **Faxed material will not be accepted.**

Community College League of California
2017 "O" Street
Sacramento, CA 95814

The governing board of the LOS RIOS Community College
District nominates ROBERT JONES to be a candidate for the
CCCT Board.

This nominee is a member of the LOS RIOS Community
College District governing board which is a member in good standing of the Community College
League of California. The nominee has been contacted and has given permission to be placed
into nomination. Enclosed is the Statement of Candidacy and the CCCT Biographical Sketch
Form for our nominee.



Brice W. Harris, Chancellor and Board Secretary
January 19, 2011

CCCT BOARD STATEMENT OF CANDIDACY

Must be returned to the League office postmarked no later than **February 15, 2011**, along with the nominating ballot and biographic sketch form. **Faxed material will not be accepted.**

CANDIDATE'S NAME: Robert Jones	DATE: February 1, 2011
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What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? (50 words or less; any portion of the statement beyond this limit will not be included.)

Provide leadership to reconcile established institutional purposes and available resources with affordable student access and shifting public priorities. Engage other individuals, organizations and agencies of government to protect and expand high values and effective programs of instruction for transfer, CTE and basic skills.

What do you feel you can contribute in these areas? (50 words or less; any portion of the statement beyond this limit will not be included.)

Four decades of practical experience as a student, professor and administrator in all three of California's public higher education systems. Substantive competence in public higher education policy and fiscal affairs; and conversant with key socio-economic and demographic variables related to strategic planning and advocacy.

CCCT BOARD BIOGRAPHIC SKETCH FORM

Must be returned to the League Office postmarked no later than February 15, 2011, along with the nominating ballot and statement of candidacy. **Faxed material will not be accepted.**

PERSONAL	
Name: Robert Jones	Date: February 1, 2011
Address: 9130 River Look Lane	
City: Fair Oaks	Zip: 95628
Phone: 961.3061 (home)	Office: Same
Email: rgjones@csus.edu	

EDUCATION
Certificates/Degrees: AA: Contra Costa Community College; MA: San Francisco State University; Post Graduate: Harvard and UC Santa Barbara Universidad Nacional Autonoma de Mexico

PROFESSIONAL EXPERIENCE
Present Occupation: Vice President Emeritus, California State University Sacramento; Trustee, Sacramento Valley Conservancy
Other: Four decades of practical experience as a student, professor and administrator in all of California's systems of public higher education (UC Office of the President and UC Santa Barbara; CSU Chico, SF, Dominguez Hills, and Sacramento; Colleges of San Mateo, Lassen, Shasta and Contra Costa)

COMMUNITY COLLEGE ACTIVITIES
College District Where Board Member: Los Rios
Years of Service on Local Board: Four
Offices and Committee Memberships Held on Local Board: Participant in District's 2010 Strategic Planning Process and Interest Based Alliance governance courses

State Activities (CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc.):
Member of CCLC's Commission on the Future; active participant in CCLC's legislative advocacy initiatives

National Activities (ACCT and other organizations, boards, committees, etc.):

District representative for ACCT's Annual Legislative Summit in Washington, DC

CIVIC AND COMMUNITY ACTIVITIES

Former member of Fiscal Sustainability Commission for the California State Parks

OTHER

I have been an active participant in the reaccreditation of our campuses; strategic planning for future enrollment; budget review and authorization; the appointment and review of campus presidents; the full restoration of seamless student transfer to California's public universities; and affordable access to job training programs.



CCCT BOARD
NOMINATION FORM

Must be returned to the League office postmarked no later than February 15, 2011, along with the statement of candidacy and biographic sketch form. Faxed material will not be accepted.

Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the Gavilan Joint Community
College District nominates Michael Davenport to be a
candidate for the CCCT Board.

This nominee is a member of the Gavilan Joint Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board



CCCT BOARD STATEMENT OF CANDIDACY

Must be returned to the League office postmarked no later than February 15, 2011 along with the nominating ballot and biographic sketch form. Faxed material will not be accepted.

CANDIDATE'S NAME: Michael Davenport DATE: 1/31/11

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

Provide a model that is resilient to economic and political tides
resulting in stable and predictable resources that directly drives
Student Success. Reduce the achievement gap and influence the
method of calculation to provide a clear measure. Critically assess
students for "right placement" to increase completion rates.

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

Experienced in vetting a fiscal model that has proven predictability
and leveling of economic swings protecting resources for Students,
Faculty, and Operations. Also, I have over 15 years professional
experience in innovating, analyzing, and certifying measures and
metrics that will be used to drive clear and defensible
achievement gap assessment.

CCCT BOARD
BIOGRAPHIC SKETCH FORM

Must be returned to the League office postmarked no later than February 15, 2011, along with the nominating ballot and statement of candidacy. Faxed material will not be accepted.

PERSONAL

Name: Michael Davenport Date: 1/31/11
Address: 1961 Alpet Dr
City: Morgan Hill Zip: 95037
Phone: (408) 623-2432 (home) _____ (office)
E-Mail: miked@myxhome.com

EDUCATION

Certificates/Degrees: B.S. CIS/Physics, M.S. Software Engineering

PROFESSIONAL EXPERIENCE

Present Occupation: Manager, Business Operations, Cisco Systems
Other: Chief of Staff, Engineering at Cisco Systems
Director/Board Member, Pauchon Foundation
Director/CEO Bue Enterprises, Inc.

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: Gavilan Joint Community College
Years of Service on Local Board: 2
Offices and Committee Memberships Held on Local Board: Chair, Budget, Clerk

State Activities (CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc)

National Activities (ACCT and other organizations, boards, committees, etc.): _____

CIVIC AND COMMUNITY ACTIVITIES

Director, Rotary Morgan Hill

President, Morgan Hill Hometown Holidays

Vice Chairman, Pauchen Research Foundation

President + CEO, BWC Enterprises, Inc.

Past Planning Commissioner, City of Morgan Hill

Past President, Jackson Home + School Club

OTHER



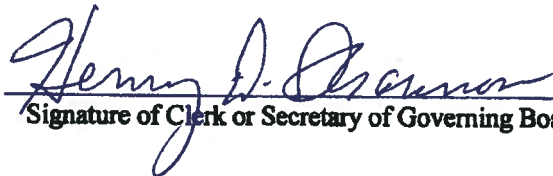
**CCCT BOARD
NOMINATION FORM**

Must be returned to the League office postmarked no later than February 15, 2011, along with the statement of candidacy and biographic sketch form. Faxed material will not be accepted.


Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the _____ Chaffey _____ Community
College District nominates _____ Paul J. Gomez _____ to be a
candidate for the CCCT Board.

This nominee is a member of the _____ Chaffey _____ Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office postmarked no later than February 15, 2011 along with the nominating ballot and biographic sketch form. **Faxed material will not be accepted.**

CANDIDATE'S NAME: Paul J. Gomez DATE: February 11, 2011

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

The major issues are identified in the recently completed "A Report of the Commission on the Future of the Community College" of the Community College League of California. Working with the Chancellor's Office, CCLC and its member organizations should develop a work plan to advocate for implementation of Commission recommendations.

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

My experience and understanding of the mission and core purpose of community colleges, both nationally and statewide, offer a perspective that would add to the Commission's focus on "Success, Equity, and Success." This value supports the Commission's call for fuller economic and political participation through greater educational attainment by Californians.


CCCT BOARD
BIOGRAPHIC SKETCH FORM

Must be returned to the League office postmarked no later than February 15, 2011, along with the nominating ballot and statement of candidacy. Faxed material will not be accepted.

PERSONAL

Name: Paul J. Gomez Date: February 11, 2011
Address: 8545 Calle Carabe
City: Rancho Cucamonga, CA Zip: 91730
Phone: 909-985-2914 909-238-6444
(home) (office)
E-Mail: paul.gomez@verizon.net

EDUCATION

Certificates/Degrees: - Associate of arts degree, Bakersfield College, 1970
- Bachelor of arts degree, California State University, Los Angeles, 1971

PROFESSIONAL EXPERIENCE

Present Occupation: - Retired; City of Ontario, CA; City Manager's Office and Public Works Administration; 26 years
- City of South El Monte, CA; Community and Planning Assistant; 2 years
Other: _____

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: Chaffey Community College District, Rancho Cucamonga, CA
Years of Service on Local Board: 20 1/2 years
Offices and Committee Memberships Held on Local Board: _____
President, (3 terms); Vice-President, (7); Clerk (2), Board Liaison-District Budget; Member, ad-hoc committee on Trustee Orientation, and Continuing Education and Development Program; Chair, Presidential Search Committee, (2)

State Activities (CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc - California Community College Board (CCCT), present
- Member, K-12 and community college committee on statewide vocational education
- Workshop presenter: "Combating Illiteracy: Basic Skills and Developmental Education"
- Member, ACCJC accreditation team, (2)
- Past vice-president, and treasurer, California Association of Latino Community College Trustees (CALCCT)
- Chair, planning committee; CCLC Partner Conference (Associations of Latino & African American & Asian Pacific American Trustees); Riverside, CA; 2001

National Activities (ACCT and other organizations, boards, committees, etc.): _____

- ACCT board member, 2001-2007
- ACCT board committees: Finance and Audit, Governance and Bylaws, Member Communications and Education, and Public Policy
- Workshop presenter: "Effective Board Governance: Policy Governance, Traditional Models, and Adaptations"; ACCT Annual Congress; Toronto, Canada; 2010
- Past president, Association of Latino Community College Trustees (ALCCT)

CIVIC AND COMMUNITY ACTIVITIES

- Founder and board member emeritus; The Esperanza Scholarship Foundation/Dollars for Scholars; awards academic scholarships and academic support programs to high school graduates and college-going students
- American Association of University Women, Ontario-Upland-Rancho Cucamonga branch, "Status of Women Award," 2008
- Past president; Kiwanis Ontario Parkway Club; Ontario, CA; 2004-05
- Congressional "Community Leadership Award," 2004
- Vice-president, Genealogical Society of Hispanic America-Southern California branch (GSHA-SC), 2011

OTHER

- Veteran, U.S. Army, 1965-68; Ft. Ord, CA, 1965-66; Republic of South Vietnam, 1966-67; and Ft. Bliss, TX, 1967-68
- Founding member; Inland Valley Trustees & CEO Association; consisting of the following CCDs: Chaffey, Riverside, Imperial, Palo Verde, Desert, Antelope Valley, San Bernardino, Mt. San Jacinto, Copper Mountain, Victor Valley, and Barstow
- Founding member; San Gabriel/Foothill Association of Community Colleges; consisting of the following colleges: Chaffey, Citrus, Glendale Community, Mt. San Antonio, Pasadena City, and Rio Hondo



CCCT BOARD NOMINATION FORM

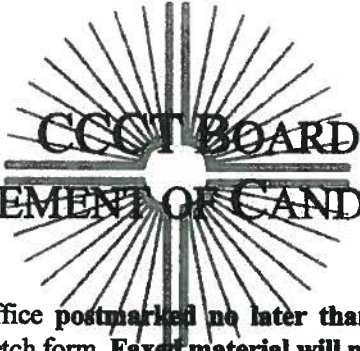
Must be returned to the League office postmarked no later than February 15, 2011, along with the statement of candidacy and biographic sketch form. Faxed material will not be accepted.

Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the Ohlone Community
College District nominates Greg Bonaccorsi to be a
candidate for the CCCT Board.

This nominee is a member of the Ohlone Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.

Greg Bonaccorsi
Signature of Clerk or Secretary of Governing Board



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2011** along with the nominating ballot and biographic sketch form. **Faxed material will not be accepted.**

CANDIDATE'S NAME: Greg Bonaccorsi DATE: February 14, 2011

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

It is my position that the League must continue to be a strong advocate for and coordinate its actions with other allied agencies for publicly funded California Community Colleges so that these institutions of higher education can continue to meet the demands of our ever-increasing and diverse student population.

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

My background as a public school teacher and a life-long public education advocate have prepared me well by providing the context and the connections needed to focus on meeting student needs through the goals of the CCCT Board of the League. Now is the time for action.



CCCT BOARD
BIOGRAPHIC SKETCH FORM

Must be returned to the League office ~~postmarked~~ **no later than February 15, 2011**, along with the nominating ballot and statement of candidacy. ~~Faxed~~ **material will not be accepted.**

PERSONAL

Name: Greg Bonaccorsi Date: February 14, 2011

Address: 4494 Burke Way

City: Fremont Zip: 94536

Phone: (home) (510) 793-6326

(office) (510) 656-3500 Extension 38030

E-Mail: greg4ohlone@yahoo.com

EDUCATION

Certificates/Degrees:

BA in Biology with a Minor in Mathematics (1986) -- Humboldt State University, Arcata, California

California Single-Subject Clear Credential in Biology with Supplementary Authorizations in Mathematics, General Science, and Music (1987) -- Humboldt State University, Arcata, California

Specialist Certification in Gifted and Talented Education (1991), Fremont Unified School District, Fremont, California

PROFESSIONAL EXPERIENCE

Present Occupation: Honors and Non-Honors Science Teacher, William Hopkins Junior High School Fremont Unified School District, Fremont, California (1989 - Present)

Other: President, Fremont Unified District Teachers Association/CTA/NEA (2000 - 2005)

Elected Delegate, California Teachers Association State Council of Education (2002 - Present)

Elected Chair, California Teachers Association Professional Rights and Responsibilities Committee (2009 - Present)

Elected Alternate to the National Education Association Board of Directors (2004 - 2010)

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: Ohlone Community College District

Years of Service on Local Board: 2008 - Present

Offices and Committee Memberships Held on Local Board: Vice-Chair, Ohlone CCD Board

Member, Policy Sub-Committee to the Ohlone CCD Board of Trustees

Member, Ohlone Foundation Board

State Activities (*CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc* _____)

None

National Activities (*ACCT and other organizations, boards, committees, etc.*): _____

None

CIVIC AND COMMUNITY ACTIVITIES

Member, City of Fremont Redevelopment Appeals Board

Past Member, Fremont Unified School District Financial Advisory Committee

Member, Tri-Cities Democratic Forum

Member, League of Women Voters for Fremont, Newark, and Union City

Member (On-Leave), Ohlone Wind Orchestra

Past Member, Fremont Youth Symphony Board of Directors

OTHER

Who's Who Among America's Teachers (1995)

Member, California State Parks Foundation

Member, The Marine Mammal Center

Member, The Honor Society of Phi Delta Kappa

Member, The Honor Society of Phi Kappa Phi



CCCT BOARD
NOMINATION FORM

Must be returned to the League office postmarked no later than February 15, 2011, along with the statement of candidacy and biographic sketch form. Faxed material will not be accepted.

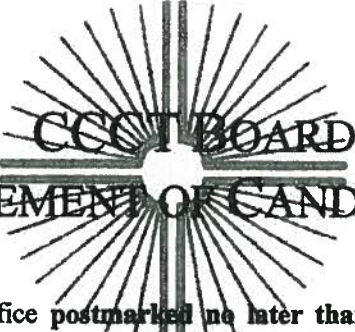
Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the _____ Kern _____ Community
College District nominates _____ Pauline Larwood _____ to be a
candidate for the CCCT Board.

This nominee is a member of the _____ Kern _____ Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2011** along with the nominating ballot and biographic sketch form. **Faxed material will not be accepted.**

CANDIDATE'S NAME: Pauline Larwood DATE: February 10, 2011

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

Community colleges turned away 140,000 students in 2009-10. This negatively impacts the health of the California economy. Increased funding must be found to address this need.

We must improve student success by implementing best practices that promote student retention, course completion, degree attainment, transfer, and workforce readiness.

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

Effective leadership, workable solutions, and teamwork have been hallmarks of my 24 years in public service. I will utilize these years of successful experience to work together with CCCT board members, district leaders, and other state leaders to address the issues of inadequate funding and student success.



CCCT BOARD
BIOGRAPHIC SKETCH FORM

Must be returned to the League office ~~postmarked no later than February 15, 2011~~, along with the nominating ballot and statement of candidacy. ~~Faxed material will not be accepted.~~

PERSONAL

Name: Pauline Larwood Date: February 10, 2011
Address: 3709 Harmony Drive
City: Bakersfield Zip: 93306
Phone: (home) 661-871-6090 (office) _____
E-Mail: plarwood@bak.rr.com

EDUCATION

Certificates/Degrees: BA - Fresno State University; MA - California State University, Bakersfield; Life Elementary Credential, Secondary Credential

PROFESSIONAL EXPERIENCE

Present Occupation: Retired

Other: Executive Director, Smart Growth Coalition of Kern County, 1999 - 2005; Owner, Larwood Associates Consulting, 1995 - 2007; Adjunct Professor, Bakersfield College, 1995 - 2000; Member of the Kern County Board of Supervisors, 1983 - 1994; Teacher: 1970 - 1974, 1981

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: Kern Community College District

Years of Service on Local Board: Twelve

Offices and Committee Memberships Held on Local Board: President, Vice-President, Clerk, Legislation Chairperson, and member of the Finance Committee

State Activities (*CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc*) _____

Member of the California Community Colleges Board of Governors from 2005 - 2010; Workshop Presenter: CLASS (California Leadership Alliance for Student Success) at the November, 2010 CCLC Annual Conference

National Activities (*ACCT and other organizations, boards, committees, etc.*): _____

CIVIC AND COMMUNITY ACTIVITIES

Member, Board of Directors, Valley Fever Americas Foundation, 1998 - ; Chairman, Valley Fever Vaccine Policy Advisory Committee, 2007 - ; Government Review Council of Greater Bakersfield Chamber of Commerce, 1998 - 2010; Rotary Club of Bakersfield, 2001 - Present; League of Women Voters, 1995 - Present; American Association of University Women, 1972 - Present

OTHER

Community Recognition: California State University, Bakersfield Alumni Hall of Fame, 2009; Woman With a Heart for Bakersfield, 2007; Woman of Distinction, CEWAER 2003; Lifetime Achievement, Regional Award of Merit by the Kern Council of Governments, 1995; Larwood Grove established by P.G.&E. and the California Releaf Foundation in honor of Pauline Larwood's support for Kern County Aviation and the Environment, 1994; James S. Gilstrap Award, Independent Oil Producers Agency - for promoting understanding between government and the oil industry; Woman of Distinction, Soroptomist International of Bakersfield, 1993; John W. Doubenmier Award, American Society of Public Administrators, Bakersfield Chapter, for distinguished service in public administration; Paul Harris Fellowship in recognition of community service, East Bakersfield Rotary Club; 1989 Distinguished Leadership Award for Excellence in Public Planning from the California Chapter of the American Planning Association; 1989 Recipient of the California Clean Air Award from the American Lung Association of Kern County; 1987 Outstanding Alumna of the School of Arts and Sciences, California State University, Bakersfield; 1981 Recipient of the Barbara Leask Award, Bakersfield Chapter of the American Association of University Women; 1970 Phi Kappa Phi; Academic Honorary Society

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 2011. 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

March 10, 2011

TO: Board Members of Orange County School Districts, Community Colleges, and Regional Occupational Programs

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.

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 2011. 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 to the OCSBA Board of Directors, please complete the attached form and return it by **March 28, 2011**. You may also send your application via email to Blanca Zimmerman: bjzimmerman@ocde.us. If you have any questions, please call Ellin Chariton, OCSBA Liaison, at (714) 966-4312.

SW:bz

cc: Superintendents, Chancellors, and CEOs



**OCSBA Interest Form
OCSBA Board of Directors
2011-2013**

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



OCSBA Board of Directors Open Positions for 2011-2013

Please identify with a check mark the board positions you are interested in.

- * President
- * President-Elect
- * Vice President of Programs
- *Secretary
- * Treasurer
- Elementary District Representative
- Unified District Representative
- Regional Occupational Program
- Community College District
- Legislative Chair

* One Year Term

* Recommended prior OCSBA board of director's experience.

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Board Policy Revision: BP 3610-Auxiliary Organizations, BP-5401-Student Conduct, BP-5610.1-Student Fees, BP-3510-Lost Money or Property, BP-4040-Public Disclosure of Employee Compensation, BP-104-Student Member of the Board of Trustees

ACTION: Discussion/Approval

BACKGROUND

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

STATUS

Six board policies are presented to the board for "Discussion/Approval." 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 Cabinet on February 10, 2011 for review and recommendation to the Chancellor and presented to the Board of Trustees for review and study at the February 28, 2011 board meeting.

RECOMMENDATION

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

BOARD POLICY

3610

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BUSINESS

AUXILIARY ORGANIZATIONS

The Board of Trustees Board may recognize and approve auxiliary organizations established for the purpose of providing to the District any and all supportive services, specialized programs, and functions identified in Title 5, Calif. Code of Regulations.

The Chancellor shall establish administrative regulations necessary to fully comply with California law relating to auxiliary organizations, and to submit this policy and those regulations to the Chancellor for the California Community Colleges as required by law. At a minimum, the regulations shall address the subjects required by Title 5.

Recognition and establishment of auxiliary organizations shall include a public hearing on the recommendation to recognize or establish an auxiliary organization; Board of Trustees' Board approval of the auxiliary organization; and approval of a written agreement between the District and the auxiliary organization describing the services, programs or functions to be performed. All such written agreements shall comply fully with the requirements of Title 5.

Any auxiliary organization recognized by the Board of Trustees Board shall conduct its business in accordance with the administrative regulations adopted by the Chancellor pursuant to this policy. Notwithstanding, anything contained in the administrative regulations, any auxiliary organization recognized by the Board of Trustees Board shall comply with Education Code provisions regarding:

1. The composition of a board of directors and the way in which it conducts its meetings;
2. Conducting an annual audit;
3. Employing its work force;
4. Expending and appropriating its funds, and keeping its records.

No funds or resources, other than funds or resources derived from gifts or bequests, shall be transferred by the District to any of its auxiliary organizations for the purpose of either avoiding laws or regulations that constrain community college districts or providing the District with an unfair advantage with respect to any state funding mechanism. Such state funding mechanisms include, but are not limited to, general apportionment funding, capital outlay funding, Extended Opportunity Programs and Services funding, and funding for programs and services for disabled students.

References:

California Education Code, Section 72670, et seq.;

Title 5, California Code of Regulations, Sections 59250, et. seq.

Adopted: 3-29-04

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

5401
STUDENTS

STUDENT CONDUCT

Students ~~shall be expected to conduct themselves with~~ respect for the right of all members of the college community to teach and learn in a safe and academically stimulating environment. ~~The Board of Trustees or District's Administration shall hold~~ ~~students shall be held~~ responsible for observing the student conduct rules and regulations ~~for student conduct promulgated under the authority of this policy, by the Board of Trustees or the district's administration.~~ The Student Code of Conduct shall be published in both College catalogs and other publications and websites. Violation of such rules shall constitute good cause for imposition of disciplinary action as provided in rules and regulations. ~~(Calif. Ed. Code, Section 66300).~~

Reference:

California Education Code, Section 66300

Adopted: 3-21-88
Revised: 5-15-89
Technical Update: 4-26-99

BOARD POLICY
SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

5610.1
STUDENTS

STUDENT FEES

Students shall be assessed an enrollment fee at the time of enrollment. The amount of the fee is established by law and published in the College catalog(s) and on other print and electronic publications. The District may adjust, waive, or partially refund the fee as provided in the California Education Code, ~~Section 70902, 76141, and Title 5, California Code of Regulations, Sections 58500-58510.~~

Students may also be charged health fees, materials fees, parking fees, and nonresident application fees as permitted by law, ~~and stated in the schedules of classes and the college catalogs.~~ These fees are published in the College catalogs and on other print and electronic publications.

~~All student fees shall be refunded in full upon request by a student who is compelled to withdraw due to military orders as described in Board Policy 5300.~~

~~(NOTE: See Administrative Regulation-5625-Fee Refund for Military Withdrawal)~~

Reference:

California Education Code, Section 70902, 76141
Title 5, Sections 58500-58510

Adopted: 5-15-89
Revised: 4-08-91
Technical Update: 4-26-99
Revised: 5-27-03

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

3510
BUSINESS

LOST MONEY OR PROPERTY

~~The President of each college shall establish administrative regulations for lost property. When property is found on campus, the finder shall make every attempt to deliver the property to the rightful owner, if known; otherwise, the finder shall deliver the property to the police department in accordance with administrative regulations, and maintain a depository for lost property. A signed record shall be maintained regarding item, finder/loss date, time, and miscellaneous information.~~

~~When property is found on any campus, it shall be the duty of the finder to deliver the property to the rightful owner, if known; otherwise, the finder shall deliver the property to the designated depository.~~

~~The property shall be held for a period of at least three (3) months. During this period, the lawful owner may claim the property. The lawful owner shall submit an affidavit identifying and describing the lost property and present all the pertinent facts concerning the loss, including, but not limited to, when, where and how the property was lost. The lawful owner shall make a request that the property be returned.~~

~~If the property is unclaimed after three (3) months, the appointed designee shall examine the property. Items that are determined to have no marketable value shall be destroyed or disposed of as authorized by the Chancellor or an appointed designee. All remaining property shall be sold at auction after a notice of sale has been published once in a newspaper of general circulation in the District at least five (5) days prior to the date of sale. The finder of the property may submit a finder's claim to the property at the public auction if the property is not claimed by the owner. (Employees of the district are excluded from this provision.) All unsold or unclaimed property shall be destroyed or disposed of as authorized by the Chancellor or Chancellor's designee (Calif. Ed. Code, Section 70902, and Civil Code, Section 2080 et. seq., and 2080.6).~~

Reference:

California Education Code, Section 70902

Civil Code, Section 2080 et. Seq. and 2080.6

Adopted: 2-13-79
Revised: 3-09-81
Revised: 5-23-88
Revised: 4-26-99
Revised: 9-29-03

BOARD POLICY

4040

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

PERSONNEL

PUBLIC DISCLOSURE OF EMPLOYEE COMPENSATION

The Board of Trustees is committed to public accountability and disclosure of employee compensation. A publically available report shall be submitted each year to the Board of Trustees, at the September board meeting, listing compensation of all employees by position title.

BOARD POLICY

104

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

STUDENT MEMBER OF THE BOARD OF TRUSTEES

A. There shall be one nonvoting (advisory) student member of the Board of Trustees. ~~(California Education Code, Section 72023.5).~~

B. Qualifications

Candidates for Student Trustee must meet the following criteria:

1. At the time of nomination and during the term of service the student shall be a resident of California as determined pursuant to California Education Code, Section 68000 et. seq., including but not limited to Section 68062 (a-i).
2. Be currently enrolled in the South Orange County Community College District (SOCCCD) for at least five units and is in good standing (i.e., not on academic or social probation). The student member is not required to give up employment with the District.
3. Have completed no ~~less~~ fewer than 12 units in the SOCCCD.
4. Have a minimum cumulative 2.0 G.P.A.
5. Candidates must be students of record of the designated college prior to and during their term of office.

C. Requirements of Office

While in office the Student Trustee must:

1. Maintain eligibility as defined in Section B, 1., 2., 3., and 4 (above), during his/her term of office.
2. Hold no other elected or appointed ASGSC/ASIVC~~Associated—Student Government (ASG)~~ positions within the SOCCCD.

D. Term of Office

1. The term of the Student Trustee is one year (May through the following April).
2. A Student Trustee term of office terminates upon a determination of disqualification under the provisions of Section E.

E. Disqualification from Office

1. Automatic and immediate forfeiture of office, including all rights and privileges thereof, will be required if the Student Trustee:
 - a. Does not maintain the requirements of office contained in Sections B, C, and K; or
 - b. Is suspended for more than 10 days pursuant to student conduct policies or regulations.
2. A student disqualified from office under the provisions above, shall be liable for any compensation received after he or she became ineligible for office.
3. Upon disqualification from office, the student must immediately return all District property provided to him or her while in office.

F. Election

There shall be ~~an general~~ election during the spring semester, ~~at each campus.~~ The student trustee position shall be rotated between Irvine Valley College and Saddleback College. The election shall be held only on the campus of the college that is designated for the student trustee position for the upcoming year. ~~All eligible Districtwide candidates shall be placed on one ballot at each campus.~~ The Student Member of the Board of Trustees will be elected by students enrolled at the designated college within the SOCCCD.

G. Recall

The Student Trustee is subject to recall procedures established for recalling officers of the Associated Student Governments at each campus. ~~If the recall vote fails at any campus, the recall fails.~~ No recall election will be held if the petition to recall is received within 90 days prior to the scheduled student elections, which are held in April.

H. Selection of a Replacement

If a Student Trustee position becomes vacant due to qualification, recall, resignation, or other reasons, the board shall:

1. Order a special election, or

Adopted: 7-14-80
 Revised: 4-23-82
 Revised: 3-07-88
 Revised: 1-17-89

Revised: 5-11-92
 Revised: 4-25-94
 Revised: 4-26-99
 Revised: 8-26-02

Revised: 11-29-03
 Revised: 11-14-05
 Revised: 8-27-07
 Revised: 8-26-08

STUDENT MEMBER OF THE BOARD OF TRUSTEES

2. Make an appointment to fill the vacancy within 60 days. All rules of eligibility shall apply and the replacement Student Trustee shall serve out the remainder of the one-year term.

No special election will be called if the vacancy occurs within 90 days prior to the scheduled April student elections. The student member position on the board will remain vacant for that time.

I. Installation in Office

1. The person elected or appointed student trustee will be sworn into office at the first board meeting following his or her election, or at the meeting at which he or she is appointed by the board.
2. The President of the Board of Trustees may appoint a Trustee to serve as his or her mentor.

J. Rights and Privileges

On or before the regular meeting in April of each year, the Board shall consider whether to afford the student member any of the following privileges:

1. The Student Trustee shall be seated with the board and be recognized as a full member of the Board at public meetings, and shall receive all materials presented to board members for open session, and to participate in discussion at board meetings.
2. The Student Trustee shall have the right to make and second motions.
3. The Student Trustee shall be compensated in the amount of \$200 per month paid by the District.
4. The Student Trustee shall receive mileage reimbursement (BP-4051, Reimbursement) paid by the District.
5. The Student Trustee shall receive the same college health services available to all college students, and said services shall be paid for by the District.
6. With prior Board of Trustee approval, the Student Trustee may attend State of California conferences which relate to their duties as a student member of the Board of Trustees. Reimbursement will be paid by the District.
7. The Student Trustee shall receive college parking fee reimbursement paid by the District.

Adopted: 7-14-80
 Revised: 4-23-82
 Revised: 3-07-88
 Revised: 1-17-89

Revised: 5-11-92
 Revised: 4-25-94
 Revised: 4-26-99
 Revised: 8-26-02

Revised: 11-29-03
 Revised: 11-14-05
 Revised: 8-27-07
 Revised: 8-26-08

K. Duties and Responsibilities

The Student Trustee shall agree to perform to the best of his/her ability the following duties and responsibilities:

1. Attend all regular and special meetings of the board, except closed sessions. In addition to any of the disqualifying event set forth above, the office of Student Trustee will become vacant upon the occurrence of any of the events set forth in Government Code, Section 1770.
2. Review the agenda of the board prior to each meeting.
3. Confer with leaders at least monthly of the ASGSC/ASIVC ~~Associated Students~~ at each campus prior to each meeting of the board.
4. When appropriate, confer with students, student groups and organizations, and/or college and District administrators in relation to District policies and board actions and/or agenda items.
5. Participate in the discussion of agenda items presented.
6. Cast an advisory vote on public agenda items; however, the Student Trustees vote will not be included in determining the vote required to carry any measure before the board.
7. When appropriate, provide feedback to all students, student groups, and leaders of the associated student governments at each campus concerning District and board policies and actions.

See J. (above), Rights & Privileges

Reference:

California Education Code Section 72023.5

Adopted: 7-14-80
Revised: 4-23-82
Revised: 3-07-88
Revised: 1-17-89

Revised: 5-11-92
Revised: 4-25-94
Revised: 4-26-99
Revised: 8-26-02

Revised: 11-29-03
Revised: 11-14-05
Revised: 8-27-07
Revised: 8-26-08

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Board Policy Revision: BP-4306: Calendar
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

One board policy is presented to the board 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 Cabinet on March 10, 2011 for review and recommendation to the Chancellor.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees accept for review and study the board policy, as shown in Exhibit A.

BOARD POLICY

4306

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

PERSONNEL

CALENDAR

The Board of Trustees will annually adopt a calendar for the academic year.

~~The school week at South Orange County Community College District is defined as follows:~~

~~Regular: 7:30 a.m. to 4:30 p.m., Monday through Friday
Extended Day: 4:30 p.m. to 10:30 p.m., Monday through Friday
Weekend College: 7:30 a.m. to 10:30 p.m., Friday, and
7:30 a.m. to 2:00 p.m., Saturday~~

The following days are recognized as holidays by the Board of Trustees:

- Independence Day
- Labor Day
- * Admission Day
- Veterans' Day
- Thanksgiving Days
- Winter Recess
- New Year's Day
- Martin Luther King, Jr. Day
- Lincoln's Day
- Presidents' Day
- Friday of Spring Break
- Memorial Day

* Authorized state holiday, which may be designated on a non-instructional day in lieu of September 9. ~~(Calif. Ed. Code, Section 88205.5).~~

Reference:

California Education Code, Section 88205.5

Adopted: 12-09-85
Revised: 4-10-89
Technical Update: 4-26-99

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Initial Proposal from CSEA
ACTION: Review and Study

BACKGROUND

Government Code 3547 requires that all initial proposals from an exclusive representative of public school employees shall be presented at a public meeting of the Board of Trustees and shall thereafter be a matter of public record. In addition, before collective bargaining may take place, both the initial proposal of the exclusive representative and the community college district shall be made public for a reasonable time so that members of the public have the opportunity to express themselves regarding either of the initial proposals to the Board of Trustees.

STATUS

The district has received an initial proposal from CSEA Chapter 586 (Exhibit A) to modify, amend, or terminate the Master Agreement and to begin negotiations. A public hearing on this proposal will be held at the April 2011 Board meeting.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees accept the CSEA proposal for review and study, and set a public hearing on the proposal at the regularly scheduled April 2011 Board meeting.

Initial Successor Agreement Proposal of
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
South Orange County Community College District 586
February 9, 2011

ARTICLE 3- CSEA RIGHTS

- 3.1.11 The Association has an interest in increasing the amount of weekly release time hours.
- 3.2.1.2 The Association has an interest in revising the list of applicable committees.

ARTICLE 7- HOURS AND OVERTIME

- 7.1; 7.2 The Association has an interest in conforming the district shift standards to the provisions of Education Code section 88026 and 88030.
- 7.3.2 **DELETE:** Replace with: In the event the district proposes to modify an employee's shift or days of employment, said change shall not be effective unless and until the district negotiates an agreement to make said modifications with the Association.
- 7.8.2 The amount of time which any employee may accumulate as compensatory time shall be limited to a maximum of 80 hours on the books at any time. Time beyond this amount shall be paid as overtime.
- 7.13 Flexible Work Schedule: Upon mutual agreement between the unit member and the unit member's supervisor and /or manager, a unit member may be placed on an alternate work schedule. An alternate work schedule is defined as either a 4/10, 9/80 or 36/4 schedule. The alternate work schedule may be modified or eliminated by the unit member's supervisor and/or manager with twenty [20] days prior notice.
- 7.14 The Association has an interest in discussing options relative to the establishment of telecommuting working conditions.

ARTICLE 8- PAY AND ALLOWANCES

- 8.1 The Association has an interest in examining options relative to increasing the classified salary schedule .
- 8.6 The Association has an interest in discussing a modification to the annual Pay Increases (COLA).
- 8.10 The Association has an interest in discussing a modification to the longevity pay schedule.

- 8.10.1 The Association has an interest in discussing a modification or deletion based upon modification to 8.1 and 8.10.
- 8.14 Parking: Employees may park at no cost in classified staff parking areas as well as campus designated student parking areas. [Remainder of article as written].
- 8.17 The Association has an interest in discussing a modification to Salary Review.
- 8.18 Fee Waiver: Employees enrolled in classes within the South Orange County Community College District shall have all enrollment fees waived by the district.

ARTICLE 9- HEALTH AND WELFARE BENEFITS

- 9.1 District Contribution: Effective July 1, 2011, the District shall provide up to a maximum contribution of \$19,146.44 per fiscal year for medical insurance for benefit eligible bargaining unit members and their eligible dependents. For each succeeding fiscal year, the district shall raise its annual maximum contribution by 10% over the previous year's district contribution. Any premium increase above the 10% over the previous year's district maximum contribution shall be paid by active employees through payroll deduction, provided however that the district contribution shall not drop below the annual cost of the lesser of the HMO or PPO composite rate plan premium.
- 9.2.2 In all instances, any changes in any aspect of plan designs as set forth in Article 9.1 above shall be subject to negotiations and agreement with the Association prior to modification.
- 9.3 Eligibility: Bargaining unit members who work at least 50% of a fulltime assignment shall be covered under the programs provided in accordance with Section 9.1 above. Bargaining unit members shall be enrolled in insurance programs on the first of the month following fulfillment of eligibility requirement.
- 9.5 Effective July 1, 2011, bargaining unit members who retire from the district at age fifty-five [55] years of age or older who have been employees in the district for at least ten [10] consecutive years, during which they were health benefit eligible under the terms of this agreement immediately prior to retirement shall receive the same district contribution as provided active bargaining unit members under Article 9.1 above, toward health benefits specified under 9.2 above, excluding long term disability, and life insurance, the legal assistance program and long care insurance, until 65 or until the bargaining unit member becomes eligible for Medicare, whichever is sooner. Any premium increase above the district contribution under Article 9.1 above shall be paid by personal check by retiree in advance of the month of coverage.

- 9.5.1 DELETE replace with: The district shall pay all retiree costs to provide supplemental Medicare Coverage after age 65.
- 9.5.3 The Association has an interest in exploring early retirement options for classified bargaining unit members.
- 9.8 Emeritus Benefits: Employees who retire from district service shall be provided with a lifetime free district identification card, free district parking as well as reduced fees for campus events such a theater and sporting events.

ARTICLE 10- HOLIDAYS

- 10.1 Scheduled Holidays: The district agrees to provide all employees in the bargaining unit twenty-three [23] paid holidays including a winter recess of no fewer than 7 working days, a spring recess of no less than four [4] days. In addition, each employee shall have one floating holiday.
- 10.1.1 A calendar committee will be convened each year to provide a recommendation for the 23 days to be designated as paid holidays.

ARTICLE 11- VACATIONS

- 11.3.5 Typographic correction on line two – 11 years should read 10 years
- 11.7 Vacation Carry-Over: Employees may not accumulate and accrue more than two times their annual vacation accrual as of August 31. [Remainder of language as written]

ARTICLE 12- LEAVES

- 12.1 Bereavement Leave: Employees shall be granted a leave with full pay in the event of the death of any member of the employee's immediate family. The leave shall be granted for a period of five [5] days under all circumstances. The immediate family is defined as parent, grandparent, or grandchild of the employee or of the spouse of the employee, and the spouse, legally designated domestic partner, child, son in law, daughter in law, sibling, and brother in law, sister in law, former spouse, or any relative living in the immediate household of the employee. This is effective July 1, 2011.
- 12.4.9 The Association has an interest in refining the terms of the Catastrophic Leave Policy.

ARTICLE 13- TRANSFERS AND REASSIGNMENT

- 13.1.1 Unit members shall have the right to receive lateral transfers in order of seniority within classifications.

- 13.8 Temporary Out-of-Class Assignments: All temporary out-of-classification assignments shall be posted in accordance with the provisions of Articles 13.2 and 13.3.

ARTICLE 17- LAYOFF AND REEMPLOYMENT PROCEDURES

- 17.1.1 Notwithstanding any other provision of this agreement, any reduction of assignments shall not occur unless and until the Association is provided with an opportunity to bargain the decision and the effects of any decision to reduce assignments. Nothing in this agreement shall constitute a waiver of the Association's right to negotiate over the decision and the effects of the decision to reduce bargaining unit assignments.

All other provisions of the collective agreement in force to June 30, 2011 shall remain in full force and effect and shall be incorporated within the provisions of the successor agreement

The Association reserves the right to make additional proposals at any time during the bargaining process; including but not limited to responses to proposals made by the District.

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

RECOMMENDATION

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

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. ELSEROAD, ARLEEN, ID #16296, is to be employed as Dean of Enrollment Services, Academic Administrator Salary Range II, Step 1, Admissions, Records and Enrollment Services, Office of Student Services, Irvine Valley College, pursuant to reorganization as defined in Title V Education Regulation, Section (c), Recruitment 53021, effective April 1, 2011. This item is contingent upon approval by the Board of Trustees of items B1 of this agenda and items C2 of the Classified Personnel agenda, for the elimination of Director of Admissions, Records and Enrollment Services.
 - b. NELSON, MONICA, ID #14157, is to be employed as Acting Director of Student Health Center, Academic Administrator Salary Range I, Step 1, Student Health Center, Office of Student Services, Saddleback College, the classification has been changed from Classified Management to Academic Administrator as required by Title V, and Education Codes 87001(a) and 87356(a) on minimum qualifications established by the Board of Governors for health services professional with overall responsibility for developing and directing student health services, effective March 29, 2011.
2. **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>
Hastings, Rachel	PhD/Speech	Speech/IVC	V/6	03/21/11
Kaiser, Kai	MA/Special Education	Child Dev./SC	II/6	08/22/11

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.

A. NEW PERSONNEL APPOINTMENTS

2. ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF

EQUIVALENCY

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Li, Ying	Ph.D./Comp. Literature	Chinese/IVC	V/6	06/20/11

Equivalency is based upon a Doctorate of Philosophy degree in Comparative Literature from University of California, Riverside. Ms. Li's undergraduate and graduate coursework includes Chinese language, Chinese literature, Chinese history, and Chinese culture. Ms. Li taught beginning Chinese for University of California, Riverside from 2004-2008 and taught beginning Chinese and intermediate courses for the University of Massachusetts, Amherst, from 2008-2010. Ms. Li has taught both heritage students and non-background students in which she has applied her teaching skills to strategic language course planning.

3. 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>
Lister, J. Darren	MBA/Marketing	Business/IVC	II/6	02/22/2011
Person, Kathryn	MM/Music Performance	Music/SC	II/6	02/10/2011
¹ Poertner, Rachel	MA/Music Theory/Comp	Music/SC	V/6	02/10/2011

B. AUTHORIZATION TO ESTABLISH AND ANNOUNCE ACADEMIC ADMINISTRATOR POSITION

1. DEAN OF ENROLLMENT SERVICES, Academic Administrator Salary Range II, Admissions, Records and Enrollment Services, Office of Student Services, Irvine Valley College seeks authorization to establish a full-time, 40 hours per week, academic administrator position, to its staff complement, pursuant to reorganization as defined in Title V Education Regulation, Section (c), Recruitment 53021, effective April 1, 2011. This item is contingent upon approval by the Board of Trustees of item C2 of the Classified Personnel agenda, for the elimination of Director of Admissions, Records and Enrollment Services. (Exhibit B, Attachment 1)
2. DEAN OF ONLINE EDUCATION AND LEARNING RESOURCES, Academic Administrator Salary Range II, Office of Instruction, Saddleback College seeks authorization to establish and announce this full-time position to its staff complement effective March 29, 2011. (Exhibit B, Attachment 2)

¹ Emergency Hire for Fine Arts. Daughter of Gary Poertner, Chancellor, District.

B. AUTHORIZATION TO ESTABLISH AND ANNOUNCE ACADEMIC ADMINISTRATOR POSITION - Continued

- DIRECTOR OF STUDENT HEALTH CENTER, Academic Administrator Salary Range I, Student Health Center, Office of Student Services, Saddleback College seeks authorization to establish and announce a full-time Academic Administrator position to its staff complement, as required by Title V, and Education Codes 87001(a) and 87356(a) on minimum qualifications established by the Board of Governors for health services professional with overall responsibility for developing and directing student health services, effective March 29, 2011. (Exhibit B, Attachment 3)

C. ADDITIONAL COMPENSATION: GENERAL FUND

- It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for the 2010/2011 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount</u>	<u>Effective Date</u>
Brass, Monique	Facilitator, Life Fitness Ctr./TVC	\$ 3,442.00	08/23/10-12/12/10
Camerini, David	Facilitator, ECP Classroom/TVC	200.00	01/10/11-05/11/11
Carnie, Henry	Facilitator, ECP Classroom/TVC	100.00	01/10/11-05/11/11
Faseler, Shannon	Facilitator, ECP Classroom/TVC	100.00	01/10/11-05/11/11
Ross, Priscilla	Facilitator, ECP Classroom/TVC	100.00	01/10/11-05/11/11
Seraphin, Eva	Facilitator, ECP Classroom/TVC	100.00	01/10/11-05/11/11
Stone, Lee Ann	Consultant, ESL/Language Ctr./TVC	3,442.00	03/21/11-05/20/11

- 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 2010/2011 fiscal year.

<u>Name</u>	<u>Assignment/Project</u>	<u>Effective Dates</u>
Bander, Carol	ESL/Writing Sample Reader/SC	08/22/11-12/18/11
Lam, Chin	ESL/Writing Sample Reader/SC	08/22/11-12/18/11
Lebauer, Roni	ESL/Writing Sample Reader/SC	08/22/11-12/18/11
Schultz, Dolores	ESL/Writing Sample Reader/SC	08/22/11-12/18/11
Smith, Kathleen	ESL/Writing Sample Reader/SC	08/22/11-12/18/11

D. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND

- It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for 2010/2011 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount</u>	<u>Effective Date</u>
Barrows, Morgan	Tech Prep Activity Training/SC	\$ 100.00	04/11/11-04/30/11
Bhakta, Asmita	Prog. Dev./Phlebotomy/SC	860.50	10/25/10-12/07/10
Cox, Barbara	Tech Prep Activity Training/SC	100.00	04/11/11-04/30/11
Dieu, Jasmine	Participate Basic Skills Wksp./TVC	68.84	01/10/11-05/11/11
Evancoe, Eugene	Tech Prep Activity Training/SC	100.00	04/11/11-04/30/11
Farnsworth, Robert	Tech Prep Activity Training/SC	100.00	04/11/11-04/30/11
Fennell, Patrick	Tech Prep Activity Training/SC	100.00	04/11/11-04/30/11

D. 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 2010/2011 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount</u>	<u>Effective Date</u>
Fox, Lindsey	Tech Prep Activity Training/SC	\$ 100.00	04/11/11-04/30/11
Hesse, Doug	Participate Basic Skills Wksp./IVC	68.84	01/10/11-05/11/11
Hewitt, Suzanne	Tech Prep Activity Training/SC	100.00	04/11/11-04/30/11
Hughes, Luther	Jazz Combo/Foundation/SC	35.00	10/13/10-10/13/10
Hughes, Luther	Jazz Combo/Foundation/SC	225.00	01/24/11-01/31/11
Inlow, Lisa	Classified Senate Workshop/SC	300.00	01/09/11-01/09/11
Konishi, Hiro	Tech Prep Activity Training/SC	100.00	04/11/11-04/30/11
Marr, John	Musical Performance Concert/SC	250.00	04/25/11-04/25/11
McFann, Kent	Tech Prep Activity Training/SC	100.00	04/11/11-04/30/11
Meyer, Clifford	Perkins/VTEA Activities/SC	500.00	08/23/10-12/19/10
Meyer, Clifford	Tech Prep Activity Training/SC	100.00	04/11/11-04/30/11
Myers, Charlie	Tech Prep Activity Training/SC	100.00	04/11/11-04/30/11
Nguyen, Steve	Participate Basic Skills Wksp./IVC	68.84	01/10/11-05/11/11
Patel, Ashish	Prog. Dev./Phlebotomy/SC	860.50	10/25/10-12/07/10
Pinter, Gerald	Jazz Combo/Foundation/SC	225.00	01/26/11-01/31/11
Quade, Joyce	Tech Prep Activity Training/SC	100.00	04/11/11-04/30/11
Stephens, Blake	Tech Prep Activity Training/SC	100.00	04/11/11-04/30/11
Stout, Ronald	Jazz Combo/Foundation/SC	225.00	01/24/11-01/31/11
Tamialis, Barbara	Tech Prep Activity Training/SC	100.00	04/11/11-04/30/11
Taylor, Karen	Tech Prep Activity Training/SC	100.00	04/11/11-04/30/11
Teng, Anthony	Tech Prep Activity Training/SC	100.00	04/11/11-04/30/11
Thomas, Arlene	Tech Prep Activity Training/SC	100.00	04/11/11-04/30/11
Thorpe, Terry	Mentor Students/TPP Program/IVC	1,000.00	01/10/11-05/19/11
Vogel, Sarah	Participate Basic Skills Wksp./IVC	68.84	01/10/11-05/11/11
Welc, Martin	Tech Prep Activity Training/SC	100.00	04/11/11-04/30/11
Wolff, Michele	Research Pediatrics Simulation/SC	2,753.60	01/10/11-05/20/11

E. WORKLOAD BANKING

1. CLARK, JEFFREY, ID #2501, English Composition Instructor, Pos #1767, Division of Liberal Arts and Learning Resources, Saddleback College, is requesting a leave of absence for the Spring, 2012 Semester, based on the equivalent of 15 banked LHE, in accordance with Article XXVIII, Academic Employee Master Agreement 2007-2010, in compliance with the Workload Banking Program.

F. CLARIFICATION FOR PRIOR PERSONNEL AGENDA

1. ACADEMIC PERSONNEL AGENDA, Exhibit A, from January 20, 2011 Board Meeting footnote read as January 20, 2010, should read as January 20, 2011.

ATTACHMENT 1

South Orange County Community College District

DEAN OF ENROLLMENT SERVICES, Academic Administration Salary Schedule II

DEFINITION

To provide leadership for the Enrollment Services division of Student Services; to provide administration, supervision, management, and evaluation of the activities of three areas of Student Services: Admissions and Records, International Student Center, and the Assessment Center; to plan and direct the development and organization of the division's goals and objectives; and to plan, organize, schedule and direct the development, improvement and operation of the division's programs and services. This Dean is responsible for the interpretation of all legal and regulatory provisions, ensuring conformance to all applicable Federal mandates, State laws including the Education Code, Title 5 regulations and District policies; and is charged by the Board of Trustees with the satisfactory implementation of Board policy and applicable District or College procedures.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Vice President for Student Services. Exercises functional and technical supervision over professional, technical and support staff as assigned.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Provide leadership in the administration of the Enrollment Services division of Student Services, including personnel management, in accordance with laws, regulations, District policy and collective bargaining agreements; participate and show leadership in strategic planning, including service on the Student Success, Access and Matriculation Committee among others; direct and evaluate the programs and services assigned to the division, which currently include: Admissions and Records, International Student Center and the Assessment Center.

Formulate and develop long and short-range goals and strategic plans, including staffing, facilities, curriculum and educational philosophy; assure consistency of plans with other college and District plans; prepare long-range plans and statements of goals and objectives; and assess effectiveness, accomplishments, and future needs of all areas of responsibility.

Supervise, plan, develop, organize, coordinate, direct and evaluate admissions, records and enrollment programs, services, operations, activities and staff including the application, admission and enrollment processes for U.S. and international students; student attendance accounting; collection of grades; awarding of all degrees and certificates and ensuring the legal maintenance and release of student records; ensure that appropriate methods and procedures are developed, modified and implemented to optimize efficient and effective delivery of services to students.

Ensure the timely and accurate planning, development, coordination, management and evaluation of other related operations and program activities, including registration, transcript evaluation, grade reporting, transcript evaluation, grade point average (GPA) calculation, and graduation; compile, analyze and report data related to program participation and evaluation; develop organizational structures and work processes which facilitate attainment of established program goals and objectives.

South Orange County Community College District
Page 2 - Dean of Enrollment Services

EXAMPLES OF DUTIES

Supervise, plan, develop, organize, coordinate, direct and evaluate all aspects of the International Student Center; ensure the timely and accurate evaluation of international student college applications; ensure the accurate determination of legal College and Immigration and Naturalization Service (INS) eligibility; ensure the certification of eligibility and approval of College admission; ensure that the approved local (INS) official issues proper documents, such as I-20s, required for international student visas in accordance with INS regulations; ensure the management of the extensive, complex international student tracking system for the INS and the US State Department.

Supervise, plan, develop, organize, coordinate, direct and evaluate all aspects of the Assessment Center, ensuring the timely and accurate dissemination of assessment information and compliance with pertinent requirements of Title 5 and Education Code related to matriculation; prepare and submit annual matriculation report; provide leadership in preparing for accreditation, the Assessment Program Review and data reporting.

Meet with potential or enrolled students regarding grade, curriculum or equivalency challenges, appeals on actions taken during the general petition process; issues with US and international student compliance with federal laws and College policies or other requests; research, review, evaluate, determine and adjudicate issues, petitions and other challenges based on State and federal law, District board policy, the College catalog and student records; assist the Vice President of Student Services in the resolution of student and other concerns as needed.

Develop, prepare, submit, administer, monitor and review annual program budgets for assigned areas, including annual budget requests for equipment, supplies and personnel; direct the acquisition, maintenance and use of equipment; and maintain an equipment-replacement plan; direct the maintenance of adequate records and controls to assure that expenditures and operations remain within established budget limitations.

Manage assigned facilities and approve all usage; direct the preparation and maintenance of detailed and comprehensive reports, records and files regarding assigned personnel, facilities and activities.

Participate in the selection of new personnel in accordance with various District policies and legal requirements; train, supervise and evaluate the performance of assigned professional, technical and support personnel in keeping with the policies of the Board of Trustees and administrative procedures; delegate and review assignments and projects; evaluate work products and results; establish and monitor timelines and prioritize work, visit assigned work sites and observe and evaluate methods and effectiveness.

Organize, attend or chair a variety of administrative and staff meetings related to strategic planning, budget, area of assignment, advisory committees and other activities; participate in collegial consultation, participatory governance and appropriate advisory committee meetings.

Organize, attend or chair campus and District committees; represent the District in local, regional and statewide meetings and committees; attend workshops and professional conferences related to the planning and development of Enrollment Services programs and services; interface with the community and external agencies in all matters of community relations and meet with representatives of local, State and federal agency and government representatives as needed.

South Orange County Community College District
Page 3 - Dean of Enrollment Services

EXAMPLES OF DUTIES

Make oral presentations to students, parents, counselors and professional colleagues at various gatherings; conduct workshops to provide specialized information regarding admissions, records and enrollment and related student services; ensure the timely and accurate development, production and distribution of printed or digital materials to publicize enrollment and registration opportunities for students.

Maintain current knowledge of the regulations, policies and application requirements and eligibility criteria for admissions, records, and enrollment programs, international students, and matriculation; ensure compliance and provide College leaders with information and interpretation of District policy, administrative regulations and local, State and federal statutes, including the California Education Code, Title 5, relevant court decisions and legal opinions affecting the Office of Admissions, Records and Enrollment, International Students, and Assessment.

Review and certify the accuracy of data concerning program participation; monitor and ensure the accuracy of data related to areas of responsibility. prepare and submit a variety of statistical and narrative reports concerning enrollment, class rosters, closed classes and related data; prepare budget reports, annual recap data and special reports, proposals, recommendations and other materials as requested; coordinate and respond to periodic audits.

Communicate with other student services program personnel, District administrators and support personnel, representatives of State and federal agencies, educational institutions, social service organizations, counselors and others to coordinate programs and activities and improve delivery of services.

Create a positive campus climate that fosters innovation for improvement of programs and services in development for programs and services in assigned areas; work with the community and other educational institutions regarding Enrollment Services; contribute to the development and implementation of a coordinated outreach, marketing and public relations process and plans for assigned programs and services.

Work collaboratively and develop partnerships/agreements with advisory boards, professional associations, K-12 and transfer institutions, business and industry; cultivate and promote positive and substantive relationships with local business and industry; serve as a leader of and advocate for the College within the community.

Monitor and approve purchase requisitions and prepare agenda items for Board approval as needed.

Maintain current knowledge of methods and new technologies pertinent to areas of assignment; monitor legislation, new State Education Code regulations and other State guidelines to determine program impact.

Demonstrate sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of students.

Perform related duties as assigned.

South Orange County Community College District
Page 4 - Dean of Enrollment Services

QUALIFICATIONS

Knowledge of:

Applicable District policies and local, State and federal laws, codes and regulations.
Community relations and external resource development.
Computer systems and software applications related to area of assignment.
District and College organization, operations and objectives.
Interpersonal skills including tact, patience and diplomacy.
Oral and written communication skills.
Organizational and management practices as applied to area of assignment.
Principles and practices of budget preparation and management.
Principles and practices of leadership and administration, including organization, budget administration and grant writing.
Principles and practices of strategic planning, institutional research and alternative funding for public agencies.
Principles and practices of training and supervision.

Ability to:

Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
Assist in forecasting current and future needs and costs affecting area of assignment.
Assist in the development and implementation of technology-based solutions to student services issues.
Collect, compile and analyze data.
Communicate clearly and concisely, both orally and in writing.
Demonstrate leadership, management, supervisory, and team-building skills.
Demonstrate sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of students.
Demonstrate strong and effective writing, editing and verbal communication skills
Develop, prepare and administer program and project budgets.
Establish and maintain cooperative and effective working relationships with those contacted in the course of work.
Exercise initiative and work independently.
Exercise judgment or choice among possible actions, sometimes without clear precedents and often with concern for the consequences of the action.
Facilitate and coordinate the activities of large groups for the purpose of institutional planning.
Interpret, apply and explain applicable District policies and procedures and local, State and federal laws and regulations.
Operate computer/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.
Plan and organize work.
Plan, design and produce extensive reports, proposals, position papers, recommendations and other formal documents.

South Orange County Community College District
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QUALIFICATIONS

Ability to:

Plan, organize and coordinate assigned activities in a manner conducive to full performance and high morale.

Plan, organize and execute effective oral presentations, supported by sophisticated multi-media programs for large audiences.

Plan, organize and execute effective written reports supported by facts, documentation and research.

Plan, organize, coordinate, manage and expedite projects related to assignment.

Prepare oral and written reports and recommendations.

Relate effectively to people of varied academic, cultural and socio-economic background using tact, diplomacy and courtesy.

Train and provide supervision and work direction to others as assigned.

Work effectively with diverse individuals and groups including, but not limited to, race, ethnicity, physical ability, religion and sexual orientation.

Work independently with little direction in a multi-project, fast-paced environment while meeting concurrent deadlines.

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 Master's degree from an accredited college or university. An earned doctorate from an accredited college or university is highly preferred.

Experience:

At least of three years of successful postsecondary supervisory experience and evidence of a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, physically challenged, and ethnic backgrounds of community college students.

Desirable Qualifications:

Preference will be given to those candidates demonstrating a high level of professional expertise on the basis of:

Administrative leadership experience in the development, organization, and management of student service programs, such as Admissions and Records, International Students and Assessment; evidence of an understanding of and experience with the principles of participatory governance; evidence of experience in presenting summary analytical reports about enrollment trends, FTES trends and fluctuations, accreditation reports, cost/benefit analyses, among other reports; experience in budget development and management at department levels; and the ability to develop and implement technology-based solutions to student services issues.

LICENSES AND OTHER CERTIFICATION:

Valid California driver's license.

South Orange County Community College District
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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 setting. Typically, duties are performed in an office environment while sitting at a desk or computer workstation. An incumbent also visits other work sites and is subject to contact with others, frequent interruptions, noise from talking or office equipment and demanding legal timelines. At least minimal environmental controls to assure health and comfort.

Physical Demands

The incumbent regularly sits for long periods, walks short distances on a regular basis, travels to various locations to visit instructional sites, attend meetings and conduct work; uses hands and fingers to operate a computer keyboard or other office machines; reaches with hands and arms, speaks clearly and distinctly to answer telephones and to provide information; sees to read fine print and operate computer; hears and understands voices over telephone and in person; and lifts, carries, and/or moves objects weighing up to 10 pounds.

Finalized by Marlys Grodt February 4, 2011.

ATTACHMENT 2

South Orange County Community College District

DEAN, ONLINE EDUCATION AND LEARNING RESOURCES – Academic Administrator Salary Range II

DEFINITION

Serve as administrator and supervisor of an instructional support area of a community college by planning and directing the development and organization of the area's goals and objectives and by providing leadership and vision for distance and online education, library services, foundational skills, the Center for Instructional Design and Distance Education (CIDDE), the Institute for Teaching and Learning (ITL), and the Learning Assistance Program (LAP).

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Vice President for Instruction.

Exercises functional and technical supervision over academic and classified staff as assigned.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

1. Work with faculty and college administration in the expansion of a creative, effective, and responsive distance and online education program in concert with the college's mission and strategic plan.
2. Oversee the provision of instructional support to a variety of distance and online education programs services across the campus.
3. Support the successful integration and continual upgrading of instructional technology into online and web-enhanced distance education courses and programs, as well as in traditional courses and programs.
4. Oversee the enhancement and maintenance of the college's websites related to the division.
5. Develop, implement and promote resources and services for online education, library services, CIDDE, ITL, and the LAP.
6. Represent the college on district-wide committees related to the area supervised.
7. Develop, implement and manage the division budget in support of the college strategic plan.
8. Analyze, interpret and monitor the student success rates of the distance and online education program and student preparedness and recommends change as needed.
9. Supervise and evaluate the staff assigned to the area; review, approve and conduct performance appraisals; participate in the selection of staff; and administer employment contracts.
10. Implement and promote technology that supports library services and learning resources.
11. Manage traditional and digital library learning services and information technology.
12. Facilitate communication within and between areas supervised and the greater college community.
13. Seek external sources of funding for the college with an emphasis on the programs and services supervised.
14. Serve as a liaison among online education courses, services, the academic divisions, and student services departments.
15. Develop and implement division policies and procedures.
16. Oversee the completion of student learning outcomes (SLO), administrative unit outcomes (AUO), and program reviews in all areas within the division; provide curriculum coordination and supervision as appropriate.
17. Provide leadership in the development, implementation and assessment of foundational skills and monitor student preparedness and success rates.
18. Promote and facilitate information competency instruction across the curriculum.

South Orange County Community College District
Page 2 - Dean, Online Education and Learning Resources

EXAMPLES OF DUTIES

19. Coordinate the implementation of the Basic Skills Initiative effective practices by collaboratively developing foundational skills action plans.
20. Ensure that programs and courses delivered through foundational skills and learning assistance are in compliance with college, state and federal codes, guidelines, and policies.
21. Serve as a liaison among the College Vice Presidents, deans, faculty and staff engaging in foundational skills activities.
22. Participate in the planning and budgeting process in cooperation with faculty, managers and classified staff, and in concert with college goals.
23. Coordinate ongoing faculty training in current pedagogy and effective practices in education, through flex workshops, division and department meetings, and individual sessions through the ITL.
24. Perform other related duties as assigned.

QUALIFICATIONS

Knowledge of:

Library, online education and foundational skills development and learning resources operations.
Web page design, Blackboard and/or other course management systems, and other instructional software.

Principles and practices of budget preparation and management

Principles and practices of training and supervision.

Applicable District policies and local, State and federal laws, codes and regulations.

Organizational and management practices as applied to area of assignment.

Computer systems and software applications related to area of assignment.

District safety policies.

Title V and California Education Code regulations and procedures, particularly related to Distance Learning and curriculum mandates.

All instructional divisions and their inter-relationships; a thorough knowledge of the various student support services required to enhance instruction.

Role and purpose of technological systems in providing online instruction and instructional support.

Principles of program evaluation, student assessment, and organizational development.

Participatory governance process and venue fostering open communication among division, programs and services.

Curriculum development.

Basic data collection and analysis related to student learning outcomes, retention, and success.

California Community Colleges basic skills initiative.

Interpersonal skills including tact, patience and diplomacy.

Evidence of sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of students, faculty and staff.

Evidence of understanding and experience with the principles of collegial consultation.

A community college system.

Team-oriented leadership style.

Management techniques that encourage creativity, improve efficiency and increase productivity.

Ability to

Communicate clearly, concisely and effectively both orally and in writing, including writing complex proposals.

Plan, organize, coordinate, manage and expedite assigned projects and activities related to assignment in a manner conducive to full performance and high morale.

South Orange County Community College District
Page 3 - Dean, Online Education and Learning Resources

QUALIFICATIONS

Ability to:

Plan, evaluate and supervise delivery of instructional programs and strategies.
Develop markets and promotional strategies for distance learning courses, library services and projects related to foundational skills that will promote enrollment growth, retention and student success.
Interact effectively with diverse students, staff, faculty and administrators.
Read, interpret, and explain laws, rules and regulations, and to develop and implement personnel policies and procedures.
Use independent judgment in the interpretation and application of rules, regulations, policies and procedures.
Establish and maintain effective, harmonious, and collaborative relationships with a diverse population of students, staff and community.
Lead, train, supervise, and evaluate assigned staff.
Serve as an effective management team member.
Work in a fast paced environment with numerous interruptions.
Embrace and work effectively within a system of participatory governance.
Manage complex budgets including grants.
Demonstrate commitment to academic and professional excellence.
Demonstrate flexibility and adaptability.
Perform with tact, patience and sensitivity.
Provide leadership, training, and support for faculty who wish to explore innovative approaches to student learning using instructional technology.
Learn District and College organization, operations, and objectives.
Exercise judgment or choice among possible actions, sometimes without clear precedents and often with concern for the consequences of the action.
Assist in forecasting current and future needs and costs affecting area of assignment.
Develop, prepare and administer project budgets.
Interpret, analyze, apply and explain applicable local, State and federal laws and regulations.
Interpret, apply and explain applicable District policies and procedures.
Assess, manage, implement, use and apply technology in the management and delivery of instructional or training programs.
Advocate for the division's programs and needs.
Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
Train and provide supervision and work direction to others as assigned.
Work collaboratively with administration, classified management, faculty, staff and students.
Relate effectively to people of varied academic, cultural and socio-economic background using tact, diplomacy and courtesy.
Establish and maintain cooperative and effective working relationships with those contacted in the course of work.
Collect, compile and analyze data.
Prepare oral and written reports and recommendations.
Plan and organize work.
Operate modern office equipment such as computer, printer, calculator, copier and facsimile machine.

South Orange County Community College District
Page 4 - Dean, Online Education and Learning Resources

QUALIFICATIONS

Ability to

- Operate computer/applications software, including database management, spreadsheet, word processing and software related to area of assignment.
- Exercise initiative and work independently.
- Resolve conflicts and solve problems.
- Represent the college at the community, State and national levels.
- Develop and implement technology-based solutions to curriculum and instructional issues.

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:

Master's degree in a discipline commonly taught in a community college or an MLS or MLIS degree from an accredited institution. An earned Doctorate Degree from an accredited college or university preferred.

Minimum Experience:

At least one year of increasingly responsible experience involving the following:

- Online teaching at the post-secondary level, including course development.
- A leadership role specifically associated to online education and/or in managing the daily operations of a library facility. providing leadership in a multidisciplinary environment.
- Administering budgets, personnel and facilities.
- Demonstrated evidence of participation in activities with campus, business or community organizations such as a member of a planning body or committee.
- Understanding and commitment to working with culturally and ethnically diverse groups.
- Managing and assessing technology needs and implementation in an instructional or training environment.
- Demonstrated evidence of working collaboratively with faculty, staff, students, and managers.
- Communicating complex facts and ideas both in writing and in group presentations.
- Evidence of a sensitivity, understanding and commitment to working with community college students of diverse academic, socioeconomic, cultural, physically challenged and ethnic backgrounds.

Desirable Experience:

A minimum of two years of administrative experience managing at least one of the following areas: library or information science, instructional technology, online education, or foundational skills support.

LICENSES AND OTHER CERTIFICATION

Valid California driver's license.

South Orange County Community College District
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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 setting. Typically, duties are performed in an office environment while sitting at a desk or computer workstation. An incumbent also visits instructional sites and is subject to contact with others, frequent interruptions, noise from talking or office equipment and demanding legal timelines. At least minimal environmental controls to assure health and comfort.

Physical Demands

The incumbent regularly sits for long periods, walks short distances on a regular basis, travels to various locations to visit instructional sites, attend meetings and conduct work; uses hands and fingers to operate an electronic keyboard or other office machines; reaches with hands and arms, speaks clearly and distinctly to answer telephones and to provide information; sees to read fine print and operate computer; hears and understands voices over telephone and in person; and lifts, carries, and/or moves objects weighing up to 10 pounds.

Prepared by Marlys Grodt October 11, 2010

ATTACHMENT 3

South Orange County Community College District

DIRECTOR OF STUDENT HEALTH CENTER – Academic Administrator Salary Range I

DEFINITION

To plan, develop, organize, coordinate, implement, administer, direct and evaluate the programs, operations, activities and staff of the Student Health Center to ensure appropriate and adequate levels of a variety of health care services identified as the routine, chronic, urgent, and emergent healthcare issues of students, or emergency care of employees and visitors; prepare and administer annual program budgets; ensure compliance with District policies and applicable State and federal regulations related to healthcare; and serve as the custodian of student health records.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from the Vice President, Student Services or President's designee. Exercises functional and technical supervision over professional, technical and office personnel.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

1. Assess, treat, and/or triage ill or injured students, staff and visitors; refer ill or injured students, employees or visitors to appropriate internal and/or external healthcare providers as necessary; consult with laboratory, pharmaceutical, medical supply, and medical services representatives as needed.
2. Plan, develop, organize, coordinate, implement, administer, direct and evaluate programs, services, operations, activities and staff of the student health center; develop and implement organizational structures; write and review protocol, policy and procedures for all health center programs and services to optimize efficient and effective delivery of services and facilitate attainment of established program goals and objectives.
3. Prepare and administer annual program budgets; prepare recommendations and justifications regarding budget requests; authorize expenditures according to District policies and applicable regulations.
4. Train, supervise and evaluate the performance of assigned professional, technical and support personnel; delegate and review assignments and projects; evaluate work products and results; establish and monitor timelines and prioritize work.
5. Coordinate program activities with other student services functions and instructional programs; serve on campus and District committees, task forces and other work groups; provide technical expertise concerning healthcare.
6. Attend to and investigate departmental complaints and conflicts; write and review quality assurance programs and program reviews; ensure compliance with District policies as well as State and federal laws related to assigned program; review and certify the accuracy of data concerning program participation.
7. Compile and analyze data related to program participation and evaluation; prepare and submit a variety of statistical and narrative reports; prepare budget reports, annual recap data and special reports, proposals, recommendations and other materials as requested; coordinate and respond to periodic audits and program reviews and serve as the custodian of student health records.
8. Communicate with other student services program personnel, District administrators and support personnel, representatives of State and federal agencies, educational institutions, social service organizations, counselors and others to coordinate programs, services, operations and activities.
9. Monitor and analyze trends in on-campus healthcare needs; maintain current knowledge of the regulations, policies and application requirements and eligibility criteria for healthcare programs, including computer hardware and software enhancements.

South Orange County Community College District
Page 2 - Director of Student Health Center

EXAMPLES OF DUTIES

10. Make oral presentations to students, parents, counselors and professional colleagues at various gatherings; conduct workshops to provide specialized information regarding healthcare and related student services; develop and direct the distribution of brochures, flyers and other materials to publicize healthcare opportunities for students.
11. Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

Clinical records maintenance.

Correct English composition, grammar, spelling and vocabulary.

Current healthcare issues and public health concerns.

Health issues, including, but not limited to, nutrition, stress management, reproductive health, mental health, substance abuse and recovery, and communicable diseases.

Interpersonal skills including tact, patience and diplomacy.

Local, State and federal laws and regulations related to student healthcare at a community college.

Operation of computer, peripherals and software programs, including student information systems, database management, spreadsheet, word processing and specialized software.

Oral and written communication skills.

Principles and practices of training and supervision.

Principles of public administration, including marketing, budget preparation and control and negotiation.

Principles, practices, methods and procedures of professional nursing.

Public relations and public speaking techniques.

Research methods and report writing techniques.

Ability to:

Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations.

Collect, compile and analyze data.

Communicate clearly and concisely, both orally and in writing.

Develop, implement and evaluate the delivery of healthcare services to students.

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 program.

Learn District and College organization, operations and objectives quickly.

Maintain current knowledge of healthcare practices.

Maintain records and prepare reports.

Maintain the security of confidential information and materials.

Meet schedules and timelines.

Operate computer, peripherals and applications software, including database management, spreadsheet, word processing and software related to area of assignment.

Operate office equipment such as digital telephone, calculator, copier and facsimile machine.

Plan, develop, organize, coordinate, implement, direct and evaluate a comprehensive health care services program at a community college student health center.

Plan, prioritize, schedule, organize and assign work.

Prepare and administer budgets for assigned program areas.

South Orange County Community College District
Page 3 - Director of Student Health Center

QUALIFICATIONS

Ability to:

- Prepare oral and written reports and recommendations.
- Provide emergency and crisis care intervention to students, employees and visitors and administer treatment as needed.
- 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.
- Work effectively with others to achieve common goals.
- Work efficiently and effectively in a fast paced, complex and highly accountable setting.

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:

An earned Master's degree from an accredited college or university with a degree in nursing or closely related field. An earned doctorate is preferred.

Experience:

At least five years of increasingly responsible experience as a supervising registered nurse or manager of a health care facility including at least two years of experience supervising registered nurses and other staff.

LICENSES OR OTHER REQUIREMENTS:

- License as a California Registered Nurse.
- Current CPR, first aid and automatic external defibrillation certification issued by an authorized agency.
- Documentation of three hepatitis immunizations or immune titer.
- Documentation of TB skin test within previous year.
- Rubella titer or documentation of immunization.
- Valid California driver's license.

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.

Working Environment

Typically, duties are performed in a community college student health center. An incumbent must walk or drive to respond to campus emergencies as needed; subject to exposure to body fluids and communicable diseases while treating patients; frequently must travel to other campus locations to attend meetings or conduct other work; occasionally must travel to other locations in the County such as the Health Department or other community agencies.

South Orange County Community College District
Page 4 - Director of Student Health Center

WORK ENVIRONMENT AND PHYSICAL DEMANDS

Physical Demands

Must frequently stand for long periods; use hands and fingers to examine or test patients and handle medical equipment, keyboard or other objects; reach with hands and arms. Must speak clearly and distinctly to ask questions and provide information; hear and understand voices over the telephone and in person; and must drive or walk quickly to respond effectively to campus emergencies. Must see and hear adequately to perform accurate physical assessments of patients. Occasionally must lift injured, ill or disabled students.

Recommended by Grodt to be changed from Classified Management to Academic Administration,
Finalized March 11, 2011

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.

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. BREZOI, ION is to be employed as Custodian, Pos #1404, Office of Physical Plant, Saddleback College, Classified Bargaining Unit Salary Range 113, Step 1, plus 7.5% shift differential, 40 hours per week, 12 months per year, effective March 14, 2011. This is a replacement position for Don Pifer, who was granted a lateral transfer.
 - b. DAVIS, WILLIAM is to be employed Police Officer, Pos #4234, Office of Safety and Security, Irvine Valley College, Classified Bargaining Unit Salary Range II, Step 1, 16 hours per week, 12 months per year, effective March 15, 2011. This position was approved by the Board of Trustees on February 22, 2010.
 - c. MORA, DAVID is to be employed as Custodian, Pos #1113, Office of Physical Plant, Saddleback College, Classified Bargaining Unit Salary Range 113, Step 1, 40 hours per week, 7.5% shift differential, 12 months per year, effective March 14, 2011. This is a replacement position for Rosa Lothian, who was granted a lateral transfer.
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>
Cruz, Jose	Custodian/SC	113/1	02/25/11
Hsiao, Evans	Testing Center Specialist/IVC	121/1	01/31/11
Klinge, Elliot	Ticket Office Operations Assistant/SC	116/1	02/28/11
O'Connor, Patricia	Administrative Assistant/SC	121/1	01/21/11
Placek, Nancy	Program Assistant/SC	118/1	02/01/11
Yirak, Andrew	Student Development Office Assistant/IVC	121/1	02/22/11

3. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2010/2011** 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>
Ackelberry, Haylee	Adapted Knes. Aide/IVC	\$ 11.50	01/14/11-06/30/11
Billings, Christine	Project Specialist/SC	9.50	01/15/11-06/30/11
Di Tommaso, Craig	TPP Aide/SC	10.00	02/10/11-06/30/11
Fletcher, Samuel	TPP Aide/SC	10.00	02/10/11-06/30/11
Gibson, Patrick	Project Specialist/SC	12.00	02/02/11/06/30/11
Han, Jackie	Project Specialist/SC	20.00	02/05/11-06/30/11
Harris, Ashleigh	TMD Aide/SC	8.50	02/08/11-06/30/11
Heavlin-Martinez, Shawn	Project Specialist/SC	8.50	02/24/11-06/30/11
Link, Inna	Project Specialist/SC	12.50	03/01/11-06/30/11
Luu, Tiffany	Clerk, Short-Term/IVC	9.00	01/15/11-06/30/11
Metcalf, Andria	Clerk, Short-Term/SC	10.00	03/01/11-06/30/11

A. NEW PERSONNEL APPOINTMENTS - Continued

3. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2010/2011** 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>
Olsen, Andrew	Project Specialist/SC	\$ 15.50	11/17/10-06/30/11
Pacific, Sarah	Project Specialist/SC	20.00	02/17/11-06/30/11
Plessney, Linda	Clerk, Short-Term/SC	10.00	02/24/11-06/30/11
Porter, Sean	Project Specialist/IVC	9.50	02/23/11-06/30/11
Ramirez, Ana	Adapted Kines. Aide/IVC	8.50	02/04/11-06/30/11
Shamlou, Reza	TMD Aide/IVC	10.50	01/15/11-06/30/11
Switzer, Mike	Project Specialist/SC	15.50	11/17/10-06/30/11
Tsang, Taylor	TPP Aide/SC	10.00	02/25/11-06/30/11

4. 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 **2010/2011** academic year.

<u>Name</u>	<u>Start/End Date</u>
Bower, Matthew	09/01/10-06/30/11
Brown, Ashley	01/01/11-06/30/11
Chavez, Kristina	01/01/11-06/30/11
DeMarco, Jacqueline	02/01/11-06/30/11
Du, Kimberly	02/17/11-06/30/11
Elbezri, Rana	01/01/11-06/30/11
Hatter, Kelly	02/08/11-06/30/11
Malik, Amber	01/01/11-06/30/11
Michael, Adrian	01/02/11-06/30/11
Murphy, Erin	02/04/11-06/30/11
Perez, Denice	03/01/11-06/30/11
Poblete, Jordan	01/28/11-06/30/11
Qader, Sheila	01/01/11-06/30/11
Rasouli, Monira	01/01/11-06/30/11
Shahid, Ahlam	01/01/11-06/30/11
Sosa Duenas, Jennifer	02/03/11-06/30/11

5. 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 **2010/2011** 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>
Hernandez, Arthur	Tutor/IVC	12.00/hr	01/15/11-06/30/11
Hernandez, Mark	Clinical Skills Spec./SC	30.00/hr	02/10/11-06/30/11
Huggins, Jennifer	Cert. Test Proctor/IVC	12.00/hr	02/04/11-06/30/11
Kandel, Marlene	Interpreter IV/IVC & SC	42.00/hr	02/01/11-06/30/11
Mayenzet, Maria	Comm. Ed./IVC	2500.00/cs	02/03/11-06/30/11
Pitts, Meaghan	Clinical Skills Spec./SC	30.00/hr	02/24/11-06/30/11

B. AUTHORIZATION TO REORGANIZE REPORTING STRUCTURE FOR A CLASSIFIED POSITION

1. SENIOR ACCOUNTING SPECIALIST, Pos #4116, Classified Bargaining Unit Salary Range 131, 40 hours per week, 12 months per year, Irvine Valley College seeks authorization to reorganize the reporting structure for this Classified Bargaining Unit position from the Director of College Foundation, to begin reporting to the Director of College Fiscal Services, pursuant to reorganization as defined in Title V Education Regulation, Section (c), Recruitment 53021 and Article 13.6.2 of the CSEA Bargaining Unit agreement, effective April 11, 2011. This position is assigned to Dennis Gordon, ID #16460. (Position Approved: May 26, 2008)

C. AUTHORIZATION TO ELIMINATE CLASSIFIED POSITION AND/OR POSITION NUMBERS

1. COMMUNITY EDUCATION PROGRAM SPECIALIST, Pos #3426, Classified Bargaining Unit Salary Range 127, Office of Community Education and Contract Services, Irvine Valley College seeks authorization to eliminate this full-time, 40 hours per week, 12 months per year position from its staff complement, pursuant to Title V, effective April 11, 2011. (Position approved: February 27, 2006)
2. DIRECTOR OF ADMISSIONS, RECORDS AND ENROLLMENT SERVICES, Pos #3035, Classified Management Salary Range 09, Office of Admissions, Records and Enrollment Services, Irvine Valley College seeks authorization to eliminate this full-time, 40 hours per week, 12 months per year position from its staff complement, effective April 1, 2011. (Position approved: August 30, 2004)
3. DIRECTOR OF STUDENT HEALTH CENTER, Pos #3032, Classified Management Salary Range 07, Student Health Center, Office of Student Services, Saddleback College seeks authorization to eliminate this full-time, 40 hours per week, 12 months per year position from its staff complement as required by Title V, and Education Codes 87001(a) and 87356(a) on minimum qualifications established by the Board of Governors for health services professional with overall responsibility for developing and directing student health services, effective March 29, 2011. (Position Approved: August 30, 2004)
4. SENIOR ADMINISTRATIVE ASSISTANT, Pos #3396, Classified Bargaining Unit Salary Range 127, Office of Human Resources, District seeks authorization to extend the temporary elimination of this full-time, 40 hours per week, 12 months per year position from its staff complement, pursuant to a temporary reorganization as defined in Title V Education Regulation, Section (c), Recruitment 53021, effective March 11, 2011 through April 25, 2011. This position was approved to extend temporary elimination on January 20, 2011. (Position approved: February 27, 2006)

D. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION

1. HUMAN RESOURCES SPECIALIST, Pos #4302, Classified Bargaining Unit Salary Range 127, Office of Human Resources, District seeks authorization to extend this temporary full-time, 40 hours per week position in its staff complement, pursuant to a temporary reorganization as defined in Title V Education Regulation, Section (c), Recruitment 53021 effective March 11, 2011 through April 25, 2011. This position is a temporary replacement per item C4 of this agenda and will be eliminated upon completion of assignment.

D. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION-
Continued

2. SAN JOSE STATE UNIVERSITY ARRA GRANT PROJECT COORDINATOR (CATEGORICAL FUNDED), Classified Management Salary Range 6, Division of Health Sciences and Human Services, Saddleback College seeks authorization to establish this part-time temporary, grant funded, hourly position at 68 percent FTE, to its staff complement, effective February 1, 2011. Employment in this temporary, grant funded position is contingent upon the ARRA sub-award agreement and the availability of funding through the SJSU grant.

E. CHANGE OF STATUS

1. CLASSIFIED EMPLOYMENT (Information Items – Pursuant to Board Policy 4002.1)
 - a. HARADA, CONSTANCE, ID #17036, Accounting Assistant, Pos #4309, Classified Bargaining Unit Salary Range 118, Step 1, 25 hours per week, 12 months per year, has been given a temporary increase in hours to 40 hours per week, without benefits, pursuant to Article 7.3.1.1 and 9.3 of the CSEA Bargaining Unit agreement, effective March 1, 2011 through April 30, 2011.
 - b. HEREDIA, GRISEL, ID #17280, Admissions and Records Specialist I, Pos #2727, Classified Bargaining Unit Salary Range 116, Step 1, 25 hours per week, 12 months per year, Office of Admissions, Records and Enrollment Services, Saddleback College has been granted a lateral position transfer to Admissions and Records Specialist I, Pos #2743, Classified Bargaining Unit Salary Range 116, Step 2, 40 hours per week, 12 months per year, Office of Admissions, Records, and Enrollment Services, Saddleback College, effective March 1, 2011. This is a replacement position for Kimia Fahimi.
 - c. LOUIE, SHARON, ID #14781, Community Education Program Specialist, Pos #3426, Classified Bargaining Unit Salary Range 127, Step 6, 40 hours per week, 12 months per year, Office of Community Education and Contract Services, Irvine Valley College is to be given a permanent change in assignment to Senior Administrative Assistant, Pos #3367, Classified Bargaining Unit Salary Range 127, Step 6, 40 hours per week, 12 months per year, Office of Extended Education, Saddleback College, pursuant to Title V, effective April 11, 2011. This is a replacement position for Georganne McClusky, who received a change in status. This item is contingent upon the approval of item C1 of this agenda.

F. OUT OF CLASS ASSIGNMENTS

1. FRANCO, LIONEL, ID #16073, Copy Center Technician, Pos #3772, Classified Bargaining Unit Salary Range 118, Step 4, 29 hours per week, 12 months per year, Office of Technology Services, Irvine Valley College, has been given a temporary change in assignment to Senior Copy Center Technician, Pos #3255, Classified Bargaining Unit Salary Range 124, Step 2, 40 hours per week, Office of Technology Services, Irvine Valley College, waiver pursuant to Articles 7.3.1.1 and 7.3.2 of the CSEA Bargaining Unit agreement, effective March 7, 2011. This is a temporary replacement for Juan Fraustro, who resigned.

F. OUT OF CLASS ASSIGNMENTS - Continued

2. HAZZARD, RUBY, ID #16706, Receptionist, Pos #3409, Classified Bargaining Unit Salary Range 113, Step 4, 40 hours per week, 12 months per year, Office of Human Resources, District, is to be extended in temporary change in assignment as Human Resources Assistant, Pos #4287, Classified Bargaining Unit Salary Range 121, Step 2, Office of Human Resources, District, effective March 11, 2011 through April 25, 2011. This is a temporary replacement for Sokha Song, who was received a change in status.
3. MC DONALD, ANITA, ID #16094, Human Resources Assistant, Pos #3669, Classified Bargaining Unit Salary Range 121, Step 3, 40 hours per week, 12 months per year, Office of Human Resources, District, is to be extended in temporary change in assignment as Human Resources Specialist, Pos #4302, Classified Bargaining Unit Salary Range 127, Step 2, 40 hours per week, Office of Human Resources, District, effective March 11, 2011 through April 25, 2011. This is temporary reassignment in a temporary position effective March 11, 2011, contingent upon approval by the Board of Trustees of items C4 and D1 of this agenda.
4. ONTIVEROS, MANUEL, ID #4096, Custodian, Pos #1042, Classified Bargaining Unit Salary Range 113, Step 6, 40 hours per week, 12 month 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 hour per week, Office of Physical Plant, Saddleback College, effective February 17, 2011 through March 8, 2011. This was a temporary reassignment for Francisco Salinas, who was on leave.
5. PRIBYL, DONNA, ID #14728, Senior Graphic Designer, Pos #3624, Classified Bargaining Unit Salary Range 134, Step 6, Office of College Publications, Saddleback College, temporary increase in hours at 40 hours per week ended effective February 15, 2011, returned to 29 hours per week, 12 months per year, effective February 16, 2011.

G. LEAVE OF ABSENCE

1. ASHTON, GILLIAN, ID #9285, Admissions and Records Evaluator, Pos #3273, Classified Bargaining Unit Salary Range 126, Step 6, 40 hours per week, 12 months per year, Office of Admissions, Records and Enrollment Services, Irvine Valley College, has been granted an unpaid leave, with benefits effective March 25, 2011 through May 1, 2011.
2. CROWE, DAWN, ID #12866, Custodian, Pos #1037, Classified Bargaining Unit Salary Range 113, Step 6, 40 hours per week, 12 months per year, Facilities Custodial, Office of Physical Plant, Saddleback College concluded administrative leave with pay and benefits effective February 21, 2011.
3. MUCHIRAHONDO, DORIS, ID #9286, Senior Admissions and Records Specialist, Pos #3945, Classified Bargaining Unit Salary Range 126, Step 4, 40 hours per week, 12 months per year, Office of Admissions, Records and Enrollment Services, Saddleback College, has been granted an unpaid leave, with benefits effective April 28, 2011 through May 8, 2011.

H. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

1. FRAUSTRO, JUAN, ID #6661, Senior Copy Center Technician, Pos #3255, Office of Technology Services, Irvine Valley College, 40 hours per week, 12 months per year, resignation effective April 6, 2011. Payment is authorized for any compensated time off. (Permanent Hire date: September 20, 1994)
2. LOPEZ, SONIA, ID#17928, Accounting Assistant, Pos #4310, Office of College Fiscal Services, Irvine Valley College, 25 hours per week, 12 months per year, resignation effective February 18, 2011. (Probationary Hire date: January 3, 2011)
3. OSZ, HELEN, ID #16145, Administrative Assistant, Pos #3124, Office of Administrative and Business Services, District, 25 hours per week, 12 months per year, resignation effective March 18, 2011. Payment is authorized for any compensated time off. (Permanent Hire date: April 1, 2008)

I. VOLUNTEERS

1. The following individuals are to be approved as Volunteers for the 2010/2011 academic year.

Advanced Technology and Applied Science, Saddleback College

Acosta, Moises	Aloi, Alvaro	Ambrosio, Aggie
Ambrosio, Nathan	Andara, Diana	Anderson, Dylan
Anderson, Zachary	Appelzoller, Samantha	Archiable, Adam
Arroyo, Mario	Berry, Andrew	Bersiek, Sean
Butler, Daniel	Canty, Ryan	Charnitski, Courtney
Chavez, Melissa	Cincotta, Kristine	Coins, Julien
Cromelin, Lane	Dedomenico, Erik	Delos Reyes, Jeffrey
Dennin, Kailei	Desmarais, Ashley	Diaz, Kayla
Dibernardo, Vincent	Donohue, Sean	Dougherty, William
Dunn, Morgan	Edlund, Sandy	Ehlers, Allyson
Elliott, Michael	Ellis, Cassidi	Evans, Grant
Farrington, Matthew	Finney, Kyle	Fisher, Tyler
Fitzpatrick, Kevin	Flores, Nathan	Flynn, Christopher
Gaines, Emily	Gala, Ryan	Gallin, Lisa
Garcia, Hector	Gardner, Kyle	Garduno, Anthony
Geller, Emily	Grane, Zach	Grosso, Samuel
Guntrum, Ciara	Hall, Alexandra	Harper, Katy
Harrigan, Michael	Havlena, Kaitlyn	Haynes, Ryan
Hermelin, Jared	Hojjaty, Cyrus	Houston, Lindsey
Ionescu, Luminita	Jahangir, Arash	Jameson, Sean
Johnson, Abigail	Johnson, David	Johnson, Dylan
Johnson, Kyle	Johnson, Nicholas	Kashanchi, Amir
Kavanaugh, Crysta	Kavanaugh, Morgan	Kentera, Brenden
Kephart, Dennis	Khoshhanjar, Sanaz	Kim, Anne
King, Paige	Kirkwood, Alexander	Lagunas, Melissa
Lagunas, Patricia	Ledoux, Jacqueline	Macdonald, Cameron
Maceri, Grant	Martin, Daniel	Martinez, Isabella
Masoudikashani, Golnaz	Matthews, John	Mccartin, Cheyenna

I. **VOLUNTEERS** - Continued

1. The following individuals are to be approved as Volunteers for the 2010/2011 academic year.

Advanced Technology and Applied Science, Saddleback College

McGuire, Chase	Milton, Kyle	Moazzen, Naghmeh
Montgomery, Ashley	Moore, Westlee	Morris, Hayley
Moser, Andrew	Moshfegh, Barbode	Murphy, Kyle
Narciso, Frances Nicolle	Nazemitabrizi, Yalda	Nelson, Travis
Nordskog, Alexandra	O'Donnell, John	O'Malley, Michael
Orchard, Ryan	Oro-Duag, Kayana	Orozco, Jessica
Pacheco, Rocio	Peredo, Antonio	Perlman, Jamie
Phillips, Sky	Porzio, Casey	Rader, Mike
Reininga, Matt	Riddle, Spring	Robinson, Jordan
Rose, Sara	Ryanen, Zach	Sabet, Jason
Sabino, Alec	Saldivar, Christopher	Sanfilippo, Domonic
Schley, Megan	Shafer, Skylar	Sierra Monroy, Stephanie
Sikorski, Jason	Smith, Ryan	Solis, Cecilia
Soltan-Mohammadi, Soheila	Staheli, Pascal	Stead, Corey
Stjepovic, Dylan	Sullivan, Michael	Sylvia, Brooke
Talens, Steve	Talley, Andrew	Tan, Kann
Taylor, Krystal	Taylor, Ricky	Truuvert, Nikolaus
Tydon, Derek	Ushino, Lisa	Van Winkle, Ricky
Vasquez, Noe	Venditti, Gianni	Walling, Taylor
Wendy, Samantha	Werner-Lawrence, Taylor	Whittemore, Katie
Wiechmann, Anna	Willis, Jessica	Winder, Richard
Yacobucci, Madelyn	Yovin, Stephanie	Zapp, William
Zermeno, Manny		

Counseling Services and Special Services, Saddleback College

Casteel, Jennifer	Culp, Margaret	Cummings, Ricky	Goldrup, Sandra
Hooper, Gail	Quinn, Kristina	Reister, Julie	Stoldan, Martin
Thierry, Pace			

Fine Arts and Media Technology, Saddleback College

Bayless, Gerry	Carter Jr., Gary	Cohen, Robert
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Kinesiology, Physical Education and Athletics, Saddleback College

Swiatkowski, Paulina

DSP&S, School of Guidance and Counseling, Irvine Valley College

Hanson, Laurie	Kamyab, Anahita	Pizula, Matthew	Willis, Kristen
Youngs, Roy	Zosh, Jillian		

Social and Behavioral Sciences, Saddleback College

Aboga-A, Kimverly	Gause, Tiffany
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Health Sciences and Human Services, Saddleback College

Delos Santos, Raslyn

I. VOLUNTEERS - Continued

1. The following individuals are to be approved as Volunteers for the 2010/2011 academic year.

Health, Physical Education and Athletics, Irvine Valley College

Harris, Ashley	Minor, Linda	Pallatio, Dominick	Saenz, Guadalupe
Santamaria, Nicole	Solidum, Ferdinand	Whitfield, Colleen	

Humanities and Languages, Irvine Valley College

Heinze, Amy Celeste	Nozaki, Mari	Onodera, Takehiro	Osakabe, Kazuko
Yoshida, Ayako			

Learning Assistance Program, Liberal Arts and Learning Resources, Saddleback College

Green, Mariko	Guajardo, Bayron	Karimi, Maryam	Norton, Logan
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Learning Center, Irvine Valley College

Gulati, Satinder

Public Information and Marketing, Irvine Valley College

Nattagh, Shahla

School of Physical Sciences and Technology, Irvine Valley College

Mariguina-Vazquez, Karina	Shafiq, Mohammad	Ward, Alfred John
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J. CLARIFICATION FOR PRIOR PERSONNEL AGENDA

1. CLASSIFIED PERSONNEL AGENDA, Exhibit A, from January 20, 2011 Board Meeting footnote read as January 20, 2010, should read as January 20, 2011.

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Adopt Resolution No. 11-06 to Establish Facilities Corporation Capital Outlay Fund

ACTION: Approval

BACKGROUND

At the February 28, 2011 meeting of the Board of Trustees the Board authorized the Chancellor and the law firm of Atkinson, Andelson, Loya, Ruud, & Romo to proceed with actions necessary to form a new California nonprofit benefit corporation known as Facilities Corporation 2011 of the South Orange County Community College District.

STATUS

The Facilities Corporation 2011 of the South Orange County Community College District is being established for the purpose of facilitating transactions related to the pending New Market Tax Credit proceedings and future transactions. Fiscal Services staff has recommended the establishment of a separate Capital Outlay Projects Fund within the capital outlay funds group to account solely for the revenues, expenditures, assets, liabilities, and balances of the Facilities Corporation 2011 of the South Orange County Community College District for purposes of this first New Market Tax Credit transaction and future transactions.

RECOMMENDATION

The Chancellor recommends the Board of Trustees adopt Resolution No. 11-06 as represented in Exhibit A authorizing the establishment of a Facilities Corporation Capital Outlay Projects Fund through the County Treasury and the transfer of funds to establish a beginning balance.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

RESOLUTION 11-06

ESTABLISHMENT OF FACILITIES CORPORATION CAPITAL OUTLAY FUND

WHEREAS the Board of Trustees has approved a new California nonprofit public benefit corporation to be known as Facilities Corporation 2011 of the South Orange County Community College District, and

WHEREAS, Education Code Section 84030 declares that the accounting system including the uniform fund structure of all community college districts shall be in accordance with the California Community Colleges Budget and Accounting Manual as approved by the Board of Governors, and

WHEREAS, the California Community Colleges Budget and Accounting Manual allows districts to establish any number of funds, sub-funds or accounts for internal accounting for separate activities as defined by the Manual, including other capital outlay projects funds to account for the accumulation and expenditure of monies for the acquisition or construction of significant capital outlay items, and Scheduled Maintenance and Special Repairs (SMSR) projects, and

WHEREAS, the Fiscal Services staff of the South Orange County Community College District have recommended that the District establish a separate Capital Outlay Projects Fund within the capital outlay funds group to account solely for the revenues, expenditures, assets, liabilities, and balances of the Facilities Corporation 2011 of the South Orange County Community College District.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of the South Orange County Community College District does hereby establish in the County Treasury a capital outlay fund, said fund to be known as the Facilities Corporation Capital Outlay Projects Fund and that said fund shall become operational on April 1, 2011.

Gary L. Poertner
Secretary of the Board of Trustees

TO: Board of Trustees
FROM: Gary Poertner, Chancellor
RE: Saddleback College and Irvine Valley College: Professors of the Year
ACTION: **Information**

BACKGROUND

The James Hines Teacher of the Year Foundation annually provides substantial awards to Orange County's outstanding classroom teachers. The awards honor teachers who have inspired and enabled students to improve their lives in ways specifically attributed to the teachers. Each year among the honorees is an Orange County community college faculty member currently employed in one of the Orange County community college districts. Nominees for the community college award are selected by the community colleges in Orange County.

STATUS

For the selection process for the community college award, Saddleback College and Irvine Valley College follow the guidelines established by the Orange County Department of Education. A committee to screen nominees was formed at each college by the Saddleback College Associated Student Government and the Associated Students of Irvine Valley College. The committees included administrators, faculty, and students who made the final selection. The names were forwarded to the academic senates at Saddleback College and Irvine Valley College and were approved by the appropriate college senate.

Saddleback College is proud to announce Kris Leppien-Christensen, Social and Behavioral Sciences, as the 2012 Full-Time Professor of the Year and Teresa Bear, Mathematics, Science, and Engineering, as the Part-Time Professor of the Year.

Irvine Valley College is proud to announce Kay Ryals, Humanities and Languages, as the 2012 Full-Time Professor of the Year; David Lacy, Humanities and Languages, as the Part-Time Professor of the Year; and Richard Caramagno as the Emeritus Institute Professor of the Year.

The nominations will be forwarded to the Orange County Department of Education for the county-wide competition.

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

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 since the last board meeting. Exhibit A lists invited speakers and other pertinent information.

SPEAKERS APPROVED BY CHANCELLOR/COLLEGE PRESIDENT**SADDLEBACK COLLEGE**

<i>Presentation Date/Time</i>	<i>Location</i>	<i>Faculty Member</i>	<i>Course Title/Activity</i>	<i>Speaker</i>	<i>Topic</i>
2/4/11 8 am	HS 134	Barbara Penland	PM 240 / Paramedic Internship	Julie Nace	National Registry Test Preparation
2/22/11 9 am	HS 102	Martine Wehr	HS 182 / Adolescent Substance Abuse	Lance Christensen	Adolescent Subculture & Current Drug Trends
3/1/11 1:30 pm	BGS 252	Kent McFann	TA 40 / Stagecraft	Bob Barnhart	Entertainment Industry Employment Opportunities
3/4/11 10 am	BGS 119	Kathryn Kaminski	Fashion 207/254	Phil Ferhel	Fair Trade
3/11/11 12 noon	BGS 119	Diane McGroarty	Fashion a la Mode Event	Diane Jenning	Stylist Workshop – Wardrobe Board
3/11/11 12 pm	BGS 146	Michelle Craner	Fashion a la Mode Event	Beth Jones	Trend Forecasting in Fashion
3/11/11 12 noon	BGS 144	Malia Hill	Fashion a la Mode Event	Francis Harder	Global Apparel Business
3/11/11 12 noon	BGS 131	Tracy West	Fashion a la Mode Event	Carmen Cortez Avalos	Fashion Illustration and Drawing
3/11/11 12 noon	Outside BGS	Lindsay Fox	Fashion a la Mode Event	Reem Khalil	Dye Processes on Fabric – Tie Die a T-Shirt
3/11/11 12 noon	BGS 110	Kyla Benson	Fashion a la Mode Event	Cindy Harriagan	Accessory Design – Sew a Coin Purse
3/11/11 12 noon	BGS 149	Joan Goodspeed	Fashion a la Mode Event	Megan MacLean	Costume Design – Sew a Fabric Flower Hair Accessory
3/11/11 12 noon	BGS 135	Lisa Elston	Fashion a la Mode Event	Alexandra Swanson	Draping Half Scale Fashion Designs
3/11/11 12 noon	BGS 104	Judith Nowland	Fashion a la Mode Event	Remy Villeno	Sewing Workshop
3/21/11 12 noon	FA 210	Larry Jones	Beginning Jewelry	Stacey Van Hanswyk	Glass Bead Workshop
3/22/11 9 am	HS 102	Martine Wehr	HS 182/ Adolescent Substance Abuse	Laurie Burns	The Teen Project
3/22/11 10:30 am	HS 102	Martine Wehr	HS 182/ Adolescent Substance Abuse	David Lindquist	Adolescent & Family Therapy
3/28/11 12 noon	FA 210	Larry Jones	Beginning Jewelry	Stacey Van Hanswyk	Glass Bead Workshop

Presentation Date/Time	Location	Faculty Member	Course Title/Activity	Speaker	Topic
4/5/11 12 noon	SSC 212	Allison Camelot	Sociology Department Speaker Series	Aids Services Foundation Speaker Panel	STDS, AIDS, Research Data
4/12/11 3 m	SSC 212	Georgia Guy	EOPS/CARE/CalWorks Student Recognition	Martin Ramirez	EOPS Program Testimony
4/12/11 3 pm	SSC 212	Georgia Guy	EOPS/CARE/CalWorks Student Recognition	Fran Newman	A Celebration to Remember
4/12/11 3 pm	SSC 212	Georgia Guy	EOPS/CARE/CalWorks Student Recognition	Keila Rodriguez	A Celebration to Remember
4/13/11 10:30 am	SSC 212	Amira Wegenek	Psychology 1, 2,16, & 37	Dr. Lisa Mori	Multi-Cultural Psychology and Undergraduate Research Opportunities in Psychology
4/14/11 6:30 pm	FA 210	Richard White	All Art Classes	Mia Tavonatti	Drawing/Painting Mosaic
4/14/11 1:30 pm	SSC 212	April Cabbage-Vega	Women's and Gender Studies Advisory Speaker Series	Dawn Foor	Things That Ought To Bother You
4/26/11 12 noon	SSC 212	Allison Camelot	Sociology Department Speaker Series	PFLAG Speaker Panel (Parents, Friends, & Family of Lesbians & Gays)	Lesbian, Gay & Transsexual Individuals in Society, their Experiences with Acceptance, Prejudice, & Discrimination
5/2/11 10:30 am	SSC 212	April Cabbage-Vega	Women's and Gender Studies Advisory Speaker Series	Dr. Stephanie D'Auria	Women and Crime Pathways, Prison, and Halfway Houses

IRVINE VALLEY COLLEGE

Presentation Date/Time	Location	Faculty Member	Course Title/Activity	Speaker	Topic
5/20/11 4 pm	Performing Arts Center Lawn	n/a	Keynote Commencement Speaker	Martin J. Smith, Journalist, Author	Becoming The Person You Wanted To Be When You Were 17

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

EXHIBIT A shows actual Basic Aid receipts since the District became a Basic Aid District in 1999/2000, as well as the projects that the Board of Trustees has approved for funding with Basic Aid Funds. As of 2/28/11 Total Basic Aid Estimated Receipts of \$394.2M less Total Approved Projects in the amount of \$390.5M leaves a \$3.7M balance for uncommitted Basic Aid Funds. EXHIBIT B shows actual and estimated expenditures for Basic Aid Funds. 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.

The District estimates receipts in future years as follows:

<u>Year</u>	<u>Basic Aid Receipts</u>
2010 – 2011	\$38,984,025
2011 – 2012	\$39,538,907
2012 – 2013	\$38,545,185
2013 – 2014	\$37,493,544

**South Orange County Community College District
Board Approved Basic Aid Project Distribution
As of February 28, 2011 Board Meeting**

	1999-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	Total
Actual Basic Aid Receipts	\$74,365,248	\$40,162,878	\$46,899,203	\$52,896,017	\$50,692,873	\$51,179,365	\$39,022,021	\$355,217,605
Estimated Basic Aid Receipts 2010/11								\$38,984,025
								Total Receipts
								\$394,201,630
								Total Approved Projects
								\$390,509,234
								Uncommitted Basic Aid Funds
								\$3,692,396

Approved Projects	District-wide Gen. Exp.	ATEP	District Services	IVC	SC	Total
2005/06 Allocation for Salary Schedule Restructure			\$354,301	\$1,422,791	\$2,467,908	\$4,245,000
College Instructional Equipment Allocation				\$468,000	\$924,000	\$1,392,000
College Retiree Benefit Liability Contribution				\$11,919,662	\$23,498,276	\$35,417,938
College/District Contributions for Debt Retirement			\$101,000	\$1,727,469	\$2,552,232	\$4,380,701
College Scheduled Maintenance Projects				\$1,673,000	\$3,327,000	\$5,000,000
Campus Appearance Improvement				\$335,000	\$665,000	\$1,000,000
Technology Needs for IVC, SC, ATEP & District		\$136,477	\$5,297,000	\$5,203,275	\$8,667,343	\$19,304,095
ATEP First Building Phase 3A		\$12,500,000				\$12,500,000
ATEP Operating Budget		\$11,303,957				\$11,303,957
ATEP Staffing, Equipment, Program Development		\$891,611				\$891,611
ATEP Renovation/Temp Bldgs		\$7,964,191				\$7,964,191
ATEP Building Demolition		\$7,000,000				\$7,000,000
ATEP Hangar & Chapel Utilities		\$0				\$0
ATEP Site Development Negotiations		\$4,265,883				\$4,265,883
ATEP Development		\$3,750,000				\$3,750,000
ATEP Parking Lot Renovation		\$176,414				\$176,414
College Science Equipment & TV Studio Updates				\$500,000	\$500,000	\$1,000,000
College Sports Facilities				\$896,000	\$817,310	\$1,713,310
COPS Debt Retirement Contribution	\$34,400,000					\$34,400,000
IVC Business & Technology Innovation Center				\$12,882,000		\$12,882,000
IVC Design and Install Entrance from Barranca				\$2,850,000		\$2,850,000
IVC Fine Arts Building				\$4,652,000		\$4,652,000
IVC Floor Repairs				\$58,340		\$58,340
IVC Life Sciences Project				\$17,410,000		\$17,410,000
IVC Lot Expansion and Phase 1 of Lot 6				\$1,476,759		\$1,476,759
IVC Maintenance and Police Facility				\$4,553,656		\$4,553,656
IVC Modular Building - AT100				\$370,000		\$370,000
IVC Landscaping (PAC & BSTIC)				\$1,796,000		\$1,796,000
IVC Performing Arts Center				\$17,006,209		\$17,006,209
IVC Utility Service Project				\$416,000		\$416,000
IVC Remove/Relocate IVC Maint., Police, Whse, & A-500 Bldgs				\$484,122		\$484,122
IVC Modular Building Replacement (CEC)				\$197,402		\$197,402
IVC Science Lab Addition & Remodel				\$6,980,000		\$6,980,000
IVC A-300 Building Remodel				\$2,481,000		\$2,481,000
IVC A-400 Building Remodel				\$1,000,000		\$1,000,000

Approved Projects	District-wide Gen. Exp.	ATEP	District Services	IVC	SC	Total
IVC Early College Program				\$60,000		\$60,000
IVC Replace Main Water Valves				\$275,000		\$275,000
IVC Replace Natural Gas Piping A&B Quads				\$230,000		\$230,000
IVC Repair Exteriors A100, A200, A300, A400, B100				\$400,000		\$400,000
IVC SSC HVAC System				\$800,000		\$800,000
SC M/S/E Bldg, Soil, & Slab Repairs					\$128,710	\$128,710
SC M/S/E Plaza Repair					\$69,288	\$69,288
SC M/S/E Renovation					\$39,000	\$39,000
SC M/S/E Bldg Ventilation System					\$0	\$0
SC Building Repairs TAS Building					\$1,956,000	\$1,956,000
SC Building Repairs/Library Remodel					\$20,141,000	\$20,141,000
SC Demolition of Lower Campus Buildings					\$1,719,000	\$1,719,000
SC Demolition 2007/08					\$1,000,000	\$1,000,000
SC Village Remodel					\$4,130,000	\$4,130,000
SC Village Expansion					\$3,942,000	\$3,942,000
SC Golf Driving Range Net Replacement					\$300,000	\$300,000
SC Health Science/District Office Building			\$7,012,875		\$8,238,780	\$15,251,655
SC Hire Consultant for Parking/Traffic Study					\$48,500	\$48,500
SC McKinney Theater Lighting and Sound Systems Upgrade					\$1,335,000	\$1,335,000
SC BGS Mold Abatement and Air Quality Improvements					\$8,724,200	\$8,724,200
SC Sciences Building					\$47,656,346	\$47,656,346
SC Science/Applied Science Bldg					\$14,850	\$14,850
SC Bridge Replacement					\$1,700,000	\$1,700,000
SC Pool Deck Replacement					\$1,500,000	\$1,500,000
SC Roof Replace Tech & Applied Science, Village Bldg 3-8					\$1,500,000	\$1,500,000
SC Temporary Classroom Facilites					\$7,269,285	\$7,269,285
SC McKinney Theater Restroom Remodel					\$2,542,000	\$2,542,000
SC Loop Road					\$3,442,000	\$3,442,000
SOCCCD Replace HR & Bdgt Dev Systems			\$897,740			\$897,740
SOCCCD Student Information System Upgrade-Phase I/Phase II			\$14,102,260			\$14,102,260
SOCCCD Districtwide Telephone System	\$4,499,498					\$4,499,498
SOCCCD Fiscal and HR Systems Repl.			\$27,500			\$27,500
SOCCCD Consultant for District Educational & Facilities Master Plan	\$735,010					\$735,010
SOCCCD HR Recruitment Work Plan			\$85,911			\$85,911
SOCCCD Legislative Advocacy Services - Basic Aid	\$210,000					\$210,000
SOCCCD Enrollment Mgmt, Mktg, Outreach & Recruitment Efforts	\$329,830					\$329,830
SOCCCD IT Projects SC/IVC/ATEP Instruction & Student Services			\$7,976,770			\$7,976,770
SOCCCD Legal Defense for Invocation Complaint	\$2,000,000					\$2,000,000
SOCCCD Additional 1% Contingency	\$1,278,101					\$1,278,101
SOCCCD Special Trustee/General Election Expense	\$1,874,192					\$1,874,192
Total Approved Projects	\$45,326,631	\$47,988,533	\$35,855,357	\$100,523,685	\$160,815,028	\$390,509,234

**South Orange County Community College District
Expenditure History for Approved Projects**

Project Description	Approved Amount	1999/04 Actual	2004/05 Actual	2005/06 Actual	2006/07 Actual	2007/08 Actual	2008/09 Actual	2009/10 Actual	2011 and Forward	Total
College Scheduled Maintenance Projects	5,000,000		381,124	900,200	431,327	161,938	1,428,062	1,184,918	512,432	5,000,000
2005/06 Allocation for Salary Schedule Restructure	4,245,000			4,245,000						4,245,000
2005/06 College Instructional Equipment Needs	1,392,000			438,461	41,503	378,311	473,955	55,237.32	4,532	1,392,000
Technology Needs for IVC, SC & District	19,304,095		2,394,995	3,580,783	3,178,825	3,647,238	3,919,852	1,226,921	1,355,481	19,304,095
Campus Appearance Improvement IVC & SC	1,000,000						378,837	215,312	405,851	1,000,000
ATEP Operating Budget*	11,303,957		266,981	706,587	1,119,887	1,841,834	2,273,645	2,401,548	2,693,475	11,303,957
ATEP Staffing, Equipment, Program Development	891,611						20,689	171,285	699,637	891,611
ATEP Renovation	7,964,191	370,243	630,096	1,035,239	3,838,068	1,318,978	103,660	450,213	217,693	7,964,191
ATEP Building Demolition	7,000,000						61,693	12,192	6,926,115	7,000,000
ATEP Hangar & Chapel Utilites	-						-	-	-	-
ATEP Site Development Negotiations	4,265,883				12,066	887,067	1,080,568	592,509	1,693,674	4,265,883
ATEP Development	3,750,000					565,425	1,041,250	750,807	1,392,519	3,750,000
ATEP Parking Lot Renovation	176,414							176,205	209	176,414
ATEP First Building Phase 3A	12,500,000								12,500,000	12,500,000
College/District Contributions for Debt Retirement - COPS	4,380,701	1,543,653	1,351,330	1,485,718	-	-	-	-	-	4,380,701
Debt Retirement Contribution	34,400,000	21,000,000	5,000,000	4,200,000	4,200,000	-	-	-	-	34,400,000
IVC Business & Technology Innovation Center	12,882,000			25,860	981,852	5,563,594	2,392,351	1,477,228	2,441,115	12,882,000
IVC Design and Install Entrance from Barranca	2,850,000			9,950				41,576	2,798,474	2,850,000
IVC Fine Arts Building	4,652,000					61,163	115		4,590,722	4,652,000
IVC Floor Repairs	58,340		57,458	882						58,340
IVC Life Sciences Project	17,410,000						81,776	793,360	16,534,864	17,410,000
IVC Lot Expansion and Phase 1 of Lot 6	1,476,759		1,500	222,418	1,183,432	69,409				1,476,759
IVC Maintenance and Police Facility	4,553,656		90,046	1,575,308	1,412,747	1,475,172	383			4,553,656
IVC Modular Building	370,000	369,456	544							370,000
IVC Landscaping (PAC & BSTIC)	1,796,000							105,493	1,690,507	1,796,000
IVC Performing Arts Center	17,006,209	57,850	623,625	4,235,617	10,727,931	1,137,271	38,469	185,445		17,006,209
IVC Science Equip & TV Studio	500,000	492,814	7,186							500,000
IVC Sports Facilities	896,000	896,000								896,000
IVC Replace Main Water Valves	275,000							6,035	268,965	275,000
IVC Replace Natural Gas Piping A&B Quads	230,000							3,088	226,912	230,000
IVC Repair Exteriors A100, A200, A300, A400, B100	400,000								400,000	400,000
IVC SSC HVAC System	800,000							1,346	798,654	800,000
IVC Utility Service Project	416,000			125,332	220,576	315			69,778	416,000
IVC Remove/Relocate IVC Maint., Police, Whse, & A-500 Bldgs	484,123			35,700	413,103	29,853	5,466			484,123
IVC Modular Bldg Replacement (CEC)	197,402				197,402					197,402
IVC Science Lab Addition & Remodel	6,980,000				276,823	86,014	2,373,462	2,024,161	2,219,540	6,980,000
IVC A-300 Bldg Remodel	2,481,000				49,177	94,785	1,529,452	228,508	579,078	2,481,000
IVC A-400 Bldg Remodel	1,000,000								1,000,000	1,000,000
IVC Early College Program	60,000					19,626	40,374		0	60,000
Retiree Benefits	35,417,938	2,819,497	3,055,490	3,361,039	4,681,912	10,500,000	500,000	2,500,000	8,000,000	35,417,938
SC M/S/E Bldg, Soil, & Slab Repairs	128,710		57,748		9,684	61,163	115			128,710
SC M/S/E Plaza Repairs	69,288						69,288			69,288
SC M/S/E Renovation	39,000						39,000			39,000
SC Building Repairs - TAS Building	1,956,000		26,775	97,135	28,465		1,048		1,802,576	1,956,000
SC Building Repairs - Library Remodel	20,141,000	40,000	37,892					511,511	19,551,596	20,141,000
SC Demolition of Lower Campus Buildings	1,719,000	965,373	15,917	737,255					455	1,719,000
SC Demolition and Upper Quad Remodel	1,000,000								1,000,000	1,000,000
SC Village Remodel	4,130,000					244,229	2,014,945	1,311,975	558,852	4,130,000
SC Village Expansion	3,942,000						463,110	2,942,595	536,294	3,942,000
SC Golf Driving Range Net Replacement	300,000			1,800	43,400	46,600	5,000	5,000	198,200	300,000
SC Health Science/District Office Building	15,251,655	7,156,088	7,887,463	189,994	5,096	13,014			0.460	15,251,655
SC Hire Consultant for Parking/Traffic Study	48,500		24,250						24,250	48,500
SC McKinney Theater Lighting and Sound Systems Upgrade	1,335,000	46,200	1,288,800							1,335,000
SC BGS Mold Abatement and Air Quality Improvements	8,724,200			682,740	3,735,624	4,277,090	28,746			8,724,200

**South Orange County Community College District
Expenditure History for Approved Projects**

Project Description	Approved Amount	1999/04 Actual	2004/05 Actual	2005/06 Actual	2006/07 Actual	2007/08 Actual	2008/09 Actual	2009/10 Actual	2011 and Forward	Total
SC Sciences Building (M/S/E annex)	47,656,346				29,595	-	-	-	47,626,751	47,656,346
SC Science Equip & TV Studio	500,000	499,908	92			-	-	-	-	500,000
SC Science/Applied Science Bldg	14,850		14,850	-	-	-	-	-	-	14,850
SC Sports Facilities	817,310	778,625	26,695	11,990		-	-	-	-	817,310
SC Bridge Replacement	1,700,000							2,693	1,697,307	1,700,000
SC M/S/E Bldg Ventilation System Upgrade	-							-	-	-
SC Pool Deck Replacement	1,500,000							23	1,499,977	1,500,000
SC Roof Replace Tech & Applied Science, Village Bldg 3-8	1,500,000							166,833	1,333,167	1,500,000
SC Temporary Classroom Facilities	7,269,285		714	3,729,338	3,341,007	105,308	450	300	92,168	7,269,285
SC McKinney Theater Restroom remodel	2,542,000				162,708	105,248	2,023,613	72,862	177,569	2,542,000
SC Loop Road	3,442,000					-	-	5,740	3,436,260	3,442,000
SOCCCD: Replace HR & Bdgt Dev Systems	897,740			208,797	672,943	16,000	-	-	-	897,740
SOCCCD: Student Information System Upgrade-Phase I/Phase II	14,102,260				3,515,073	5,304,918	4,111,633	1,099,661	70,975	14,102,260
SOCCCD: Districtwide Telephone System	4,499,498	127,271	3,636,911	627,911	107,404	-	-	-	0	4,499,498
SOCCCD: Fiscal and HR Systems Repl.	27,500			27,500		-	-	-	-	27,500
SOCCCD: Consultant District Educational & Facilities Master Plan	735,010			370,010		-	-	-	365,000	735,010
SOCCCD: HR Recruitment Work Plan	85,911		85,911			0	-	-	-	85,911
SOCCCD: Legislative Advocacy Services - Basic Aid	210,000	15,700	24,002	24,298	24,000	14,000	34,354	13,140	60,506	210,000
SOCCCD: Enrollment Mgmt/Mktg, Outreach & Recruit Strategy	329,830			184,690	85,327	59,813	-	-	-	329,830
SOCCCD: IT Projects SC/IVC/AATEP Instruct & Student Svc	7,976,770							2,906,089	5,070,681	7,976,770
SOCCCD: Legal Defense for Invocation Complaint	2,000,000							-	2,000,000	2,000,000
SOCCCD: Additional 1% Contingency	1,278,101							-	1,278,101	1,278,101
SOCCCD: Trustee Election/General Election Expense	1,874,192	453,867					527,830	-	892,495	1,874,192
Totals	390,509,234	37,632,547	26,988,395	33,077,552	44,726,959	38,085,375	27,063,190	23,641,810	159,293,407	390,509,234

	1999/04 Actual	2004/05 Actual	2005/06 Actual	2006/07 Actual	2007/08 Actual	2008/09 Actual	2009/10 Actual	2011 and Forward
Commitments	83,542,630	57,751,446	11,145,072	34,465,912	70,908,593	54,256,170	37,446,916	40,992,495
Cumulative Commitments	83,542,630	141,294,076	152,439,148	186,905,060	257,813,653	312,069,823	349,516,739	390,509,234
Receipts	74,365,248	40,162,878	46,899,203	52,896,017	50,692,873	51,179,365	39,022,021	38,984,025
Cumulative Receipts	74,365,248	114,528,126	161,427,329	214,323,346	265,016,219	316,195,584	355,217,605	394,201,630
Cumulative Expenses	37,632,547	64,620,942	97,698,494	142,425,453	180,510,828	207,574,018	231,215,828	390,509,234
Cash Balances	36,732,701	49,907,184	63,728,835	71,897,893	84,505,391	108,621,566	124,001,777	3,692,396

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 7.4
DATE: 3/28/11

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
March 28, 2011**

SADDLEBACK COLLEGE

1. JAMES B. UTT LIBRARY REMODEL

Reallocation of basic aid funding has allowed this project to move forward. Bid opening was March 31, 2010. Board awarded construction in May with Notice to Proceed issued on June 14, 2010. Construction is underway with abatement and demolition 100% complete. A progress meeting was held with Division Heads and the Dean in October. The final furniture and equipment selection meetings were held on January 11, 2011 with all eight departments, Division Heads and the Dean. *Staff is formulating a purchasing strategy for project furniture, fixtures and equipment.* Overhead and in-wall MEP installation continues on all three floors. Steel erection for the new stairway and curtain wall system continues. Project updates may be viewed at: <http://soccgd.edu/businessservices/ProjectUpdates.html>. The overall project budget is \$21,124,000 with a state contribution of \$16,139,000 and a basic aid contribution of \$4,985,000.

2. SCIENCES BUILDING

The FPP was re-submitted to the State Chancellor's Office on September 30, 2010 with a shift for funding to the 2012-2013 fiscal year. *On February 28, 2011, the Board approved moving forward with the Sciences building with awareness that State funding is compromised and reassigned \$14,789,346 basic aid dollars from other Saddleback College projects to the Sciences building. The Board of Trustees approved Dougherty and Dougherty as the Architect. The college, under the direction of President Burnett, selected the Design Team members and the design kick off meeting was held in April. College and District representatives are reviewing parking lots #5 and #7 as potential building locations.* Though final budget numbers will not be resolved until the State Chancellor's Office completes the funding process, the overall project budget is anticipated at \$58,835,000 with \$35,635,000 anticipated from the state and \$23,200,000 proposed as funded through basic aid.

3. MATH/SCIENCES/ENGINEERING BUILDING

The District re-submitted a Final Project Proposal to the State Chancellor's Office on June 30, 2009 and again on September 1, 2010. The State Chancellor's Office has asked the District to re-submit with a shift for funding to the 2013-2014 fiscal year. Though final budget numbers will not be resolved until the State Chancellor's Office has completed the funding process, the overall project budget is anticipated at \$30,120,000 with \$21,084,000 anticipated from the state and \$9,036,000 proposed as funded through basic aid.

4. LOOP ROAD

The Board approved the Loop Road project in March, 2009. Currently, the project is estimated at \$5,650,000 which may be inadequate. Architectural selection was Board approved in February, 2010. The kick-off meeting was held in May with monthly

progress meetings. In September, the project team including the engineering group met with the City of Mission Viejo. In October the Army Corp of Engineers reviewed site drainage and discharge planning. A follow up meeting was held with the City of Mission Viejo this month. The city accepted the design and the project related reports. The discovery phase is on schedule. *The architect submitted the final report for review to the district and college late this month. On February 28, 2011, the Board approved moving forward with phase II of the design and secondary effects.* \$3,442,000 of the overall project budget is approved for funding through basic aid. Recent estimates identify the project cost at \$7,914,000.00.

5 M/S/E PLAZA RENOVATION

The Board approved the Math/Science/Engineering (M/S/E) building plaza project in March, 2009. Uneven settlement under the plaza area between the Library and the M/S/E building has resulted in slab heaving, cracking and water penetration at the M/S/E building. The College has requested that this project be temporarily postponed. The overall project budget is \$5,081,000 ~~funded through basic aid.~~ *Funding for this project has been transferred to the Sciences Building to allow that project to move forward failing state funding.*

6. VILLAGE EXPANSION PROJECT

The Board approved the Village Expansion project in November, 2008. There were two construction packages, one for site work and one for the buildings. The Surety for MJ Contractors and the District executed a Takeover Agreement. Construction is complete. The Notice of Completion for the building portion was filed in June 2010. The final for the site work was filed in August 2010. DSA Close Out and close out of the outstanding stop notices filed with the surety are underway. The overall project budget is \$3,942,000 funded through basic aid.

7. BRIDGE REPLACEMENT PROJECT

In March 2010, the Board approved an architect and basic aid funding of \$1,700,000 for the southeast library bridge due to a finding of failing structural integrity. Construction documents were submitted to DSA in September and DSA completed the plan check review in early December and returned the plans with minor corrections. A required supplemental soils report was sent to DSA. No modification to the original design was required as a result of the soils report findings. The corrected plans were returned to DSA in *January* for back check and approval. DSA approval of plans for construction was obtained *last* month. Final bid documents are being prepared and the bidding process has commenced.

8. DISTRICT I.T. SERVER ROOM RENOVATION PROJECT

On July 28, 2008, the Board approved a basic aid allocation of technology funding for the colleges and the District. On July 26, 2010, the Board approved the Award of Bid to upgrade the HVAC System and other utilities in the District Server Room. Construction of the project commenced on November 15, 2010. The project construction is complete at this time *and punch list items have been completed. The Notice of Completion is*

submitted to the Board this month for approval. DSA close out is underway. The overall budget for the project is \$489,133.00 funded through basic aid.

9. TAS RENOVATION PROJECT

On February 28, 2011, the Board approved moving forward with the renovation of the ATAS building. The preliminary budget estimate for this project is \$8,755,055. Budget will be finalized early in the design phase anticipated for Spring/Summer 2011. The current basic aid assignment of \$1,956,000 is sufficient to meet anticipated design costs.

IRVINE VALLEY COLLEGE

1. PERFORMING ARTS CENTER AND PARKING LOT 5 EXTENSION

The building construction is 100% complete. Total change orders represent 2.75% of the original contract amount. There were 69 change orders requiring DSA approval. Approximately 12 remain outstanding.

2. BUSINESS SCIENCES & TECHNOLOGY INNOVATION CENTER

The final equipment order is complete and *State reimbursement requests are complete.* DSA closeout is complete. The overall project budget is \$25,593,000 with \$12,711,000 from the state and \$12,882,000 funded through basic aid.

3. B-200 SCIENCE LAB ANNEX AND B-239 REMODEL

In addition to the Annex and Remodel, the Board approved funding for accessible restroom facilities February 20, 2008. The Notice of Completion was filed on July 8, 2010. DSA close out is underway. The overall project budget is \$6,980,000 funded through basic aid.

4. LIFE SCIENCES PROJECT

The Board of Trustees approved the architects for the Life Sciences project in November, 2008. DSA approval was received on December 2, 2010 and the State Chancellor's office *approved moving* into the bid phase *on February 11, 2011. Once construction begins,* project updates may be viewed at: <http://socccd.edu/businessservices/ProjectUpdates.html>. The overall project budget is \$24,848,000 with \$17,377,000 from the state and \$7,468,000 funded through basic aid. The Board has funded this project to \$17,410,000 to address the lack of bond funding from the state. A full budget assessment will be addressed at bid anticipated in *April.*

5. FINE ARTS BUILDING

The District submitted a Final Project Proposal to the State Chancellor's Office on June 30, 2008. Funding was pushed back first to December, 2009, and again to September, 2010. The State Chancellor's Office has asked the District to re-submit with a shift to funding to the 2013-2014 fiscal year. There is a reduction in the allocated points. If this project is required to recomplete for funding, it will not be as competitive. Though final budget will be resolved after the State Chancellor's Office has completed the funding process, the overall project budget is anticipated at \$34,552,000 with \$24,330,000 anticipated from the state and \$10,222,000 proposed as funded through basic aid.

7. BARRANCA ENTRANCE

The Board approved funding for the Barranca Entrance project March, 2010. *On February 28, 2011, the Board approved moving forward phase II of the design.*

Currently, the project is estimated at \$2,850,000. The first of two plan check fees has been submitted to the City of Irvine. This review precedes final design and submittal to DSA. The discovery phase is complete and a recommendation to move into design *was approved at the February 28, 2011, board meeting.* The overall project budget is \$2,850,000 funded through basic aid.

8. GREAT LAWN PROJECT

The Board of Trustees approved the Landscape Improvements project in March, 2009. Contractor's Contract was approved August, 2010. A kick off meeting was held on October 13, 2010. The Contractor declared bankruptcy on December 6, 2010. Staff is working with the Surety to re-engage for project completion. The schedule will be impacted. The overall project budget is \$1,796,000 funded through basic aid.

9. A400 RENOVATION PROJECT

On February 28, 2011, the Board approved moving forward with the renovation of the A400 building. The preliminary budget estimate for this project was \$3,004,051. Budget will be finalized early in the design phase anticipated for Fall, 2011. The current basic aid assignment of \$1,000,000 is sufficient to meet anticipated design costs.

ATEP

1. ATEP RENOVATION

ATEP campus was substantially complete in time for the start of fall 2008/09 semester. All windows have been tested for water tightness with a 62% failure rate. Repair procedures were accepted with remediation 99% complete. Contractor seems incapable of completing final work. A separate contractor will perform last 1% with deduction taken from final retention release. The contractor has requested a review of previously submitted change orders. District staff has partially released retention and is working with ModSpace on finalizing a few outstanding items. To date, total change orders represent 3.01% of the original contract amount.

2. ATEP BUILDING DEMOLITION

The Board approved both Phase A and B contractors on October 25, 2010. A preconstruction meeting was held with the Phase A contractor on October 29, 2010 with Notice to Proceed given for the week of November 22, 2010. *Phase B contractor has submitted insurance certifications which are currently under review with the City of Tustin.* A second demolition phase is under design to include the hanger at the southwest edge of the property. Project updates may be viewed at: <http://soccdd.edu/businessservices/ProjectUpdates.html>. The overall project budget is \$7,000,000 funded through basic aid.

3. ATEP MONUMENT SIGNAGE

A monument sign is needed at Valencia Loop Road that reflects the design of the City's monument sign on the opposite corner. Plans have been submitted to the City of Tustin and have been returned with comments. Comments have been addressed and resubmitted to the City.

4. ATEP FIRST BUILDING PHASE 3A

On February 28, 2011, the Board approved moving forward with the First Building of Phase 3A. The budget estimate for this project is \$23,500,000. The current basic aid assignment of \$12,500,000 is sufficient to meet anticipated design costs. Program level planning is underway.

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: List of Board Requested Reports
ACTION: Information

BACKGROUND

At the June 21, 2005 board meeting, members of the Board of Trustees requested a listing of reports requested by the board for the past six months. The listing is to include: date report is requested by the board, report topic, name of trustee requesting report, requested due date, person responsible for preparing the report and the date the report is scheduled to be submitted to the board for their review. At the July 19, 2005 board meeting, it was requested that this six-month report be a standing item on every board agenda, with old information dropped off and new requests added.

STATUS

The Board report listing (EXHIBIT A) for the past six months is coordinated and prepared by the Office of the Vice Chancellor of Business Services.

This report is intended to answer the questions of the South Orange County Community College District Board of Trustees. In the event, additional information would be useful or desired by the board, supplemental information will be provided.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
LISTING OF BOARD REPORTS REQUESTED**

Date Report Requested	Report Topic	Board Member Requesting Report	Report Due Date	Report Prepared By:	Date Submitted to the Board of Trustees
12/06/10	Report on construction of a Science Building at Saddleback College	Trustee Padberg	February 2011	David Bugay	January 20, 2011
12/06/10	Study of construction of new football stadium at Saddleback College	Trustee Padberg	February 2011	David Bugay	January 20, 2011

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 7.6

DATE: 3/28/11

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Monthly Financial Status Report

ACTION: Information

BACKGROUND

Monthly General Fund financial reports (EXHIBIT A) for the two colleges and the District are provided to the Board of Trustees to keep members regularly informed of current information and provide an alert to any significant changes in the projected year ending balance.

STATUS

The reports display the adopted budget, revised budget and transactions through February 28, 2011. A review of current revenues and expenditures for the 2010/11 fiscal year show that they are in line with the budget.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

General Fund Income and Expenditure Summary

As of February 28, 2011

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Difference	Beg Bal & Receipts/ Expenditures
SOURCES OF FUNDS					
BEGINNING FUND BALANCE:		32,509,540	32,509,540	0	32,509,540
REVENUES:					
Federal Sources	8100-8199	\$ 2,564,525	3,563,641	999,116	795,553
Other State Sources	8600-8699	16,296,621	16,439,539	142,918	10,135,453
Other Local Sources	8800-8899	173,259,570	173,259,570	0	109,747,055
Total Revenue		192,120,716	193,262,750	1,142,034	120,678,061
BASIC AID INCOMING TRANSFERS		8980-8989		0	0
TOTAL SOURCES OF FUNDS		224,630,256	225,772,290	1,142,034	153,187,601
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries	1000-1999	63,929,116	63,756,130	(172,986)	41,429,449
Other Staff Salaries	2000-2999	40,299,840	40,641,925	342,085	22,512,240
Employee Benefits	3000-3999	32,778,731	32,813,199	34,468	19,956,183
Supplies & Materials	4000-4999	5,896,551	5,597,307	(299,244)	1,756,054
Services & Other Operating	5000-5999	20,432,292	21,116,479	684,187	9,816,925
Capital Outlay	6000-6999	11,594,750	12,108,398	513,648	3,221,049
Payments to Students	7500-7699	141,406	186,096	44,690	120,514
Total Expenditures		175,072,686	176,219,534	1,146,848	98,812,414
OTHER FINANCING USES:					
Inter Fund Transfers Out	7300-7399	884,000	884,000	0	884,000
Basic Aid Transfers Out		35,991,530	35,991,530	0	8,000,000
Intra Fund Transfers Out	7400-7499	0	0	0	0
Debt Service	7100-7199	425,000	420,186	(4,814)	262,578
Total Other Sources (Uses)		37,300,530	37,295,716	(4,814)	9,146,578
TOTAL USES OF FUNDS		212,373,216	213,515,250	1,142,034	107,958,992
ENDING FUND BALANCE		12,257,040	12,257,040	0	45,228,609
Reserve for Economic Uncertainties		10,266,798	10,266,798	0	
Location Reserves for Economic Uncertainties		1,990,242	1,990,242	0	
Nondesignated Budget Allocation		\$ 0	\$ 0	\$ 0	\$ 0

SADDLEBACK COLLEGE
General Fund Income and Expenditure Summary
As of February 28, 2011

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Difference	Beg Bal & Receipts/ Expenditures
SOURCES OF FUNDS					
LOCATION BEGINNING BALANCE		12,067,376	12,067,376	0	12,067,376
REVENUES:					
Unrestricted Budget Allocation		\$ 79,713,405	79,713,405	0	49,312,929
Restricted Budget Allocation		8,776,364	9,280,477	504,113	5,788,586
Total Revenue		88,489,769	88,993,882	504,113	55,101,515
BASIC AID		0	0	0	0
INCOMING TRANSFERS 8980-8989		0	0	0	0
TOTAL SOURCES OF FUNDS		100,557,145	101,061,258	504,113	67,168,891
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries 1000-1999		39,244,469	39,225,387	(19,082)	25,591,909
Other Staff Salaries 2000-2999		20,624,933	20,679,938	55,005	11,415,268
Employee Benefits 3000-3999		18,070,410	18,208,119	137,709	11,219,509
Supplies & Materials 4000-4999		4,111,371	4,198,333	86,962	1,201,394
Services & Other Operating 5000-5999		8,776,517	9,060,665	284,148	3,907,963
Capital Outlay 6000-6999		7,672,742	7,622,498	(50,244)	2,582,096
Payments to Students 7500-7699		66,461	76,076	9,615	38,039
Total Expenditures		98,566,903	99,071,016	504,113	55,956,178
OTHER FINANCING SOURCES/(USES):					
Transfers Out 7300-7399		400,000	400,000	0	400,000
Other Transfers 7400-7499		0	0	0	0
Debt Service 7100-7199		0	0	0	0
Total Other Sources (Uses)		400,000	400,000	0	400,000
TOTAL USES OF FUNDS		98,966,903	99,471,016	504,113	56,356,178
LOCATION OPERATING BALANCE		1,590,242	1,590,242	0	10,812,713
Reserve for Economic Uncertainties		1,590,242	1,590,242	0	0
Nondesignated Budget Allocation		\$ 0	\$ 0	\$ 0	0

IRVINE VALLEY COLLEGE
General Fund Income and Expenditure Summary
As of February 28, 2011

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Difference	Beg Bal & Receipts/ Expenditures
SOURCES OF FUNDS					
LOCATION BEGINNING BALANCE		3,961,914	3,961,914	0	3,961,914
REVENUES:					
Unrestricted Budget Allocation		\$ 43,579,530	43,579,530	0	27,557,176
Restricted Budget Allocation		5,086,710	5,963,222	876,512	4,024,902
Total Revenue		48,666,240	49,542,752	876,512	31,582,078
BASIC AID		0	0	0	0
INCOMING TRANSFERS	8980-8989	0	0	0	0
TOTAL SOURCES OF FUNDS		52,628,154	53,504,666	876,512	35,543,992
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries	1000-1999	21,604,498	21,450,589	(153,909)	14,795,936
Other Staff Salaries	2000-2999	12,253,481	12,685,704	432,223	6,956,864
Employee Benefits	3000-3999	10,882,142	10,842,425	(39,717)	6,563,952
Supplies & Materials	4000-4999	1,535,181	1,143,269	(391,912)	496,048
Services & Other Operating	5000-5999	4,072,278	4,497,196	424,918	2,238,510
Capital Outlay	6000-6999	1,146,629	1,721,277	574,648	396,485
Payments to Students	7500-7699	74,945	110,020	35,075	82,475
Total Expenditures		51,569,154	52,450,480	881,326	31,530,270
OTHER FINANCING SOURCES/(USES):					
Transfers Out	7300-7399	234,000	234,000	0	234,000
Other Transfers	7400-7499	0	0	0	0
Debt Service	7100-7199	425,000	420,186	(4,814)	262,578
Total Other Sources (Uses)		659,000	654,186	(4,814)	496,578
TOTAL USES OF FUNDS		52,228,154	53,104,666	876,512	32,026,848
LOCATION OPERATING BALANCE		400,000	400,000	0	3,517,144
Reserve for Economic Uncertainties		400,000	400,000	0	0
Nondesignated Budget Allocation		\$ 0	\$ 0	\$ 0	0

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: Written Reports
ACTION: None

Written Reports

Reports by the following individuals and groups should be written and submitted through the docket process prior to distribution of the Board agenda packet.

President, Saddleback College
President, Irvine Valley College
Associate Vice Chancellor of Economic Development, ATEP
Associated Student Government of SC
Associated Students of IVC
Saddleback College Academic Senate
Irvine Valley College Academic Senate
Faculty Association
California School Employees Association
Saddleback College Classified Senate
Irvine Valley College Classified Senate
District Services Classified Senate
Police Officers' Association



MEMORANDUM

TO: Members of the Board of Trustees
Gary L. Poertner, Chancellor

FROM: Dr. Tod A. Burnett, President

SUBJECT: REPORT FOR MARCH 28, 2011 BOARD OF TRUSTEES' MEETING

Congratulations to Professor Kris Leppien-Christensen, Saddleback College's professor of the year, and Teresa Bear, associate faculty of the year. Professor Leppien-Christensen is a psychology professor and Teresa Bear teaches chemistry. We look forward to recognizing them throughout the year, particularly at Saddleback College's commencement ceremony on May 20th.

The college hosted the South Orange County Regional Chamber of Commerce Legislative Task Force on Friday, February 25th and had the pleasure of visiting with Congressman Gary Miller, who paid a visit to the college's VETS Center. As is everyone who visits the center, the Congressman was most impressed with the services the college provides to this very special student population. We look forward to working more with the Congressman in the future.

On March 22nd President Burnett spoke at the Technolink Association Presidents Club Forum at the Caltech campus. The title of the event was "Exploring New Frontiers...", featuring a CEO roundtable forum with industry leaders from Aerospace, Defense, Energy, Life Sciences, Public Safety, International and Political Arenas to share in conversations about business and societal solutions.

Congratulations to the college's men's basketball team, which is in the semifinals for the state championships. The Gauchos head to the final four as the lowest seed in the tournament for the second straight season, looking to defend their state title from a year ago.

The college's Senior Day was held on March 24th, with thousands of high school seniors descending on the college for information on the college's academic programs, transfer opportunities, Career Technical Education offerings, financial aid, and more.

Office of Instruction

Kia Motor America has donated a 2011 Kia Optima and a 2011 Kia Sorrento to the Auto Tech department at Saddleback College. These new cars will be used in "live" lab activities by our students. The value of these vehicles is well over \$50,000.

Two students have qualified for the Tuttle Click Scholarship program. They are Andrew Hutchins and Martin Marquina. They both will be receiving a \$750 scholarship each semester, a complete tool box and the opportunity to work at a local Tuttle Click dealership. Congratulations on a job well done.

The auto tech department is updating its shop equipment. We have just completed installing new vehicle hoists to replace our 20 year old vehicle hoists. This will provide our students with a safe lab environment! This has been a very exciting project and the students are very happy about using the new hoists now that our class lab activities have started.

The Department of Theatre Arts' production of *Wait Until Dark* closed on March 6th. The Art Gallery enjoyed a plethora of eager patrons to see Rassouli's *Journey of the Spirit from Dream to Reality*. Scott Farthing's Saddleback College Community Choir ensembles performed classic and popular choral favorites on March 12th at the Geneva Presbyterian Church in Laguna Hills. Joey Sellers' Saddleback Jazz Lab ensemble performed the music of "Fats" Waller in the McKinney Theatre on March 7th. The Professional Guest Artist series brought the Beatles tribute, *Yesterday & Today*, back by popular demand to a lively house on Friday, March 11th in the McKinney Theatre. The Saddleback College Symphony Orchestra, under the direction of Carmen Dominguez, presented the winners of the 2011 concerto competition in concert on March 12th in the McKinney Theatre. The Saddleback Wind Ensemble performed American Wind Literature at the end of the high school

music festival on March 16th in the McKinney Theatre. The Angels for the Arts presented a 1940's style dance party, *Big Band Swing Thing*, with the Saddleback Big Band on March 25th in the Saddleback College Gymnasium.

On Friday, March 11th, Saddleback College's Fashion Department hosted Fashion a la Mode, a series of free workshops for local high school students to experience college fashion courses and a course offered by the college's culinary arts department. Participants signed up for three workshops taught by Saddleback College faculty as well as industry professionals from Quiksilver, Hoffman Fabrics, Hurley, Element, Cach Cach, and South Coast Plaza.

The Division of Health Sciences and Human Services will host a Medical Lab Tech Program Information Session on Tuesday, April 5th at 6:00 p.m. in HS 134, and an information session on Health Information Technology Program on April 6th at 6:00 p.m. in HS 138.

Student Services

Saddleback College's Annual Ability Awareness Day presented Geri Jewell on Tuesday, March 22nd at 12:00 p.m. in SSC 212. Jewell is best known as Cousin Geri on the television show, "The Facts of Life," and was the first person with a disability to have a regular role on a prime time series. She inspired the audience with her humorous and enlightening presentation.


The Transfer Center sponsored and held an In-State Private & Out-Of-State College Fair where 40 plus universities were represented on the Transfer Center Quad on March 1st. The Transfer Center participated in Senior Day for the incoming high school students on March 24th. Website Alive, a live web chat transfer counseling service, was started this month.

On March 9, the representative from the Center for Careers in Teaching from California State University Fullerton met with individual students who are interested in a career in teaching. On March 9, the Student California Teachers' Association hosted a guest speaker from the UCI CalTeach program. On March 11, a TPP counselor and the TPP director attended the Southern California Course Identification Numbering System (C-ID) Discipline Input Group. On March 22, Ms. Geri Jewell joined DSPS at Saddleback College for Ability Awareness Day. This is an Annual Recognition and Celebration of Disability Awareness and featured Ms. Jewell in a motivational performance.

Saddleback College VETS participated with Region 8 colleges on March 2nd at a summit at the state Chancellor's Offices regarding veterans services. The Chancellor's Office requested and the VETS program trained other regions on creating inter-segmental and interagency partnerships to support Veterans when resources are minimal as Saddleback College is leading the way in this regard. Representatives from the VETS office presented at the Health Services Association of CA Community Colleges Conference on Veterans Services and Wellness on March 3rd. Representatives from Saddleback College VETS participated in the Spring Career and Education Expo at Camp Pendleton on March 6, 2011. The VETS office hosted several events on campus celebrating Women Veterans Week from March 20th-26th

On March 23rd, Saddleback College ASG and the Women Veterans Unity Group presented A Comedic Evening with Natasha Leggero in celebration of Women in the Military History Week! The groups raised the roof, and money for scholarships for women veterans and their families. On March 22nd and 23rd Saddleback College ASG and Student Development presented Multicultural Week on the Quad each day from 11am-1:00pm.



TO: Gary L. Poertner, Chancellor, and Members of the Board of Trustees
FROM: Glenn R. Roquemore, President 
DATE: March 10, 2011
SUBJECT: **President's Report for the March 28, 2011 Board of Trustees Meeting**

IVC Speech and Debate Take Awards

The IVC Speech and Debate team took sweepstakes awards at tournaments held at Southwestern College, Point Loma Nazarene University, and Glendale College. Sweepstakes are awarded to the teams who have individual awards that amass the highest points. The Southwestern tournament held on February 4 tested the individual events abilities of the team. Team members captured enough awards to receive second place. The Point Loma tournament had debate and individual events. Students competed in both areas in a marathon that lasted both February 5 and 6. The team earned a third place finish among community colleges. The Glendale tournament on February 12 had a range of individual events. The team came in third with nine awards.

Chinese/Japanese Open House

Irvine Valley College held a Chinese/Japanese Open House on Friday, March 4 from 5 to 7 p.m. in B209. The event included cultural activities and student presentations. IVC Professors Fumiko Ishii and Joanne Chen hosted the event which included: an introduction of Japanese and Chinese courses; a display of classroom activities; tai-ji performance; origami (paper folding); Chinese calligraphy; presentation of students group activities and songs and a kimono demonstration, as well as musical instruments performances.

IVC Holds Small Business Conference

On March 17, Irvine Valley College and the Exchange Club of Irvine hosted a small business conference in IVC's Performing Arts Center featuring Don Dressler, a national leader in human resources and risk management solutions and David Anderson, Director of IVC's Extended Education. Conference topics included health reform/health insurance problems, tax issues focusing on small business, getting small business loans, and getting funding for business laws affecting employers. Participants also had the opportunity to learn about IVC's custom-designed training programs and the college's small and large scale rental facilities.

Black History Month

On February 23, Irvine Valley College celebrated Black History Month. The celebration included Soul food, music by Renaissance, and remarks by Rev. Mark Whitlock, the director of community initiatives at the USC Center for Religion and Civic Culture, who also serves as the Pastor of Christ Our Redeemer AME Church in Irvine. The event was sponsored by ASIVC.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES: Thomas A. Fuentes, William O. Jay, David B. Lang, Frank M. Meldau, Ph.D., Marcia Milchiker, Nancy M. Padberg, T. J. Prendergast, III
Gary L. Poertner, Chancellor • Glenn R. Roquemore, Ph.D., President, Irvine Valley College

IVC Foundation Receives \$10,000 from Greenberg Traurig, LLP

The Irvine office of Greenberg Traurig LLP presented Irvine Valley College Foundation with a check for \$10,000, solidifying its commitment as the title sponsor of the 2011 Astounding Invention competition. This year's event was held on January 29 and boasted over 400 entrants, who competed for nearly \$10,000 in cash prizes. This is Greenberg Traurig's fifth year as the title sponsor. Other major sponsors include: Rosemount Analytical, SRS Labs, AT&T, Cox, Irvine Ranch Water District, Iwamoto Kong, Klein O'Neill & Singh, Wells Fargo and Western Digital.

Principals Breakfast

On March 4, President Glenn Roquemore hosted 14 local high school principals for a breakfast meeting and presentation. Presenters included SOCCCD Vice Chancellor Dr. Robert Bramucci, Vice President of Instruction Dr. Craig Justice, Vice President of Student Services Dr. Gwen Plano, and Research and Planning Analyst, Christopher Tarman. Following breakfast, tours of IVC were also offered.

IVC Receives Energy Savings Recognition

On March 2, Irvine Valley College President Glenn Roquemore was honored with an *ESA Environmental Stewardship Award* from Wisconsin-based Orion Energy Systems Corporation. Accompanying him at the award ceremony (held in IVC's Hart Gymnasium) was IVC's Director of Facilities and Maintenance, John Edwards. The award was bestowed in recognition of the significant reduction in energy costs and IVC's overall carbon footprint of the recent installation by Orion Energy Systems of new energy-saving fluorescent lighting in Hart Gymnasium and its adjoining tennis courts. IVC will save 102,000 kilowatt hours of electricity every year, which equates to \$16,000 in savings in its annual Edison bill. In addition, IVC will be able to reduce its air conditioning usage because these new fluorescent lights are approximately 1,000 degrees cooler than the older lighting fixtures.



MEMORANDUM

TO: Chancellor Gary Poertner
Members of the Board of Trustees

FROM: Dr. Randy W. Peebles, Associate Vice Chancellor

DATE: March 10, 2011

RE: ATEP Development Report for the March 28, 2011 Board of Trustees Meeting

DEMOLITION

The Phase I demolition at the Advanced Technology & Education Park site is in the final weeks of wrapping up operations. The Phase II demolition will begin in March or April and run for about 120 days. The contractor request for bids for the helicopter hangar demolition is slated to go out to bid in late March or early April.

ARCHITECTURAL PROGRAMMING

Architectural programming is the research and decision-making process that we go through to design a new building to conform to the desired needs of programs and educational use. The colleges have provided a number of proposed programs for the expanded facility on the ATEP site. Last December, college faculty and staff articulated their program priorities and related facility needs to GKK, development specialists and district staff in four focused sessions. A draft matrix of these programs has been developed along with the publishing of meeting minutes to the Education and Facilities Master Plan web site (www.socccdefmp.com) listed under each college's meeting schedule link ([Irvine Valley College](#), [Saddleback College](#)). The master planning process has coincided with the ATEP planning process supporting that the ATEP planning continues to be incorporated into the district Education and Facilities Master Plan.

One of the next steps in the process will be to capture detailed and specific information via an online survey sent to program / area faculty and staff experts. Following the survey, additional meetings will be held with college faculty, management and staff to continue the research gathering dialogue. To date, more programs have been submitted than potential available space, demonstrating a high level of interest by the colleges to engage at the ATEP site.

PARTNERSHIP DEVELOPMENT

The ATEP development staff is working with CB Richard Ellis (a commercial real estate broker) on developing marketing plans for a comprehensive, nationwide education institution partner search which will begin late this spring. Finding partners will provide opportunities for ongoing future income to the district and provide the community with expanded education choices at the Advanced Technology & Education Park.

POTENTIAL DEVELOPMENT FUNDING

The progress continues in efforts to obtain New Markets Tax Credits that are available for the ATEP site and would offset development costs by as much as \$17M. The fund guidelines require that these funds be used to improve economic value of the census tract in which ATEP resides. Additionally, ATEP development staff continues to review other revenue sources and funding models to assist with development costs.