

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, October 25, 2010

Call to order: 4:30 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

Donald P. Wagner – President, Nancy M. Padberg - Vice President, Marcia Milchiker – Clerk
Thomas A. Fuentes, William O. Jay, David B. Lang, John S. Williams, Eve Shieh – Student Trustee
Dixie Bullock - Acting Chancellor



Meeting of the Board of Trustees

October 25, 2010

CALL TO ORDER: 4:30 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 Appointment, Employment (2)
 - a. Chancellor
 - b. Saddleback Classified Member
Admissions and Records Specialist
 - 2. Public Employee Discipline, Dismissal (2)
- 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.
 - 4. Unrepresented Employee - Chancellor
 - a. Agency Designated Representative: Donald Wagner, Board President
- C. 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 (2 cases)
(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 Dave Lang

2.4 Resolutions / Presentations / Introductions

Resolution: Saddleback College Nursing Program, First in Nation in Licensure Exam Rates

Presentation: Commemoration of Irvine Valley College's 25th Anniversary

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

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 September 27, 2010.
- 5.2 **Irvine Valley College: Child Development Training Consortium**
Approve the continued participation in the Child Development Training Consortium for the 2010-11 academic year. There is no impact to general funds.
- 5.3 **Irvine Valley College: Life Science Architectural Services: Amendment No. 2 for Increased Services**
Approve Amendment No. 2 to contract with Dougherty and Dougherty increasing the fee in the amount of \$6,000. The total revised amount is \$1,105,810.
- 5.4 **Saddleback College: Grant Acceptance – MLT Program**
Accept the award of \$334,025 from the California Community College Chancellor's Office that will enable continued development of the Medical Laboratory Technician program at Saddleback College using funding provided through the Governor's 15% Workforce Investment Act Funds for Allied Health Programs.
- 5.5 **Saddleback College: Grant Acceptance, National Center For Rapid Prototyping and Additive Manufacturing Technologies (RapidTech)**
Accept award of \$50,000 from the National Science Foundation for the National Center for Rapid Prototyping and Additive Manufacturing Technologies (RapidTech), Grant No. 0702912.
- 5.6 **Saddleback College: Sub-Award Grant Acceptance from San Jose State University Research Foundation**
Accept the award of \$48,576 from the San Jose State University Research Foundation that will enable continued development of the Medical Laboratory Technician program at Saddleback College using funding provided through the Governor's 15% Workforce Investment Act Funds for Allied Health Programs.
- 5.7 **Saddleback College: Study Abroad Program to Oxford, England**
Approve the Saddleback College study abroad program: Oxford Semester in Oxford, England, in the spring of 2011.

- 5.8 **Irvine Valley College: California Early Childhood Mentor Program**
Approve the continued participation in the California Early Childhood Mentor Program for the 2010-2011 academic year. There is no impact on general funds.
- 5.9 **Saddleback College: Early Childhood Mentor Program**
Approve the participation of Saddleback College in the Orange County Regional Early Childhood Mentor Program.
- 5.10 **Irvine Valley College: ACCJC Substantive Change Proposal**
Accept as information the Irvine Valley College ACCJC Substantive Change Proposal dated October 5, 2010.
- 5.11 **Saddleback College: ACCJC Substantive Change Proposal**
Accept as information the Saddleback College ACCJC Substantive Change Proposal dated October 4, 2010.
- 5.12 **Saddleback College: Speaker**
Approve honoraria for a speaker at Saddleback College.
- 5.13 **SOCCCD: Amend Contract: Jackson/DeMarco/Tidus/Peterson/Peckenpaugh**
Approve amendment to engagement letter dated February 7, 2007.
- 5.14 **SOCCCD: Claim Against the District: Vickie Stevens**
Approve the rejection of claim Vickie Stevens dated October 5, 2010 and refer it to the District's insurance administrator for processing.
- 5.15 **SOCCCD: Auction No. 56-Surplus Property**
Approve the sale of surplus property and authorize the Director of Facilities Planning and Purchasing to hire a private auction firm to conduct the auction and to dispose of items not sold at the auction.
- 5.16 **SOCCCD: Transfer of Budget Appropriations**
Ratify transfer of budget appropriations as shown.
- 5.17 **SOCCCD: Budget Amendment: Adopt Resolution No. 10-18 to Amend 2010/2011 Restricted General Fund**
Adopt resolution to amend the adopted budget.
- 5.18 **SOCCCD: Purchase Order/Confirming Requisitions**
Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P11-01621 through P11-02081 amounting to \$2,484,339.85 are submitted to the Board of Trustees for approval. Confirming requisitions dated September 8, 2010 through October 5, 2010 totaling \$51,447.28 are also submitted.

- 5.19 **SOCCCD: Payment of Bills**
Approve Checks No. 096158 through 096977, processed through the Orange County Department of Education, totaling \$4,937,746.79; and Checks No. 009960 through 009991, processed through Saddleback College Community Education, totaling \$118,851.92; and Checks No. 008768 through 008779, processed through Irvine Valley College Community Education, totaling \$116,477.86.
- 5.20 **SOCCCD: September/October 2010 Contracts**
Ratify contracts as listed.

6.0 **GENERAL ACTION ITEMS**

- 6.1 **ATEP: Division of Responsibilities of Current and Future Development at the Advanced Technology & Education Park (ATEP) Site: Resolution 10-19**
Approve Resolution outlining responsibilities of Irvine Valley College, Saddleback College and SOCCCD administration in the operation and development of the current ATEP site and the undeveloped acres at ATEP.
- 6.2 **Saddleback College: Award of Bid: Pool Deck Replacement**
Approve award of bid and agreement to Condor, Inc. in the amount of \$1,058,000.
- 6.3 **ATEP: Award of Bid: Site Utility Severance and Demolition, Bid No. 8**
Approve award of bid and agreement for Phase A to US Demolition in the amount of \$1,275,166, and for Phase B to CST Environmental in the amount of \$600,000.
- 6.4 **Irvine Valley College: Administrative Reorganization**
Approve the Irvine Valley College administrative structure.
- 6.5 **Saddleback College: Management Reorganization**
Approve the Saddleback College management reorganization.
- 6.6 **Saddleback College and Irvine Valley College: 2011-12 Faculty Hiring**
Approve the announcement and recruitment of new full-time faculty for the 2011-2012 academic year.
- 6.7 **SOCCCD: Board Policy Revision: BP 3700 Instructional and Course Materials Fees**
Accept for Discussion/Approval

- 6.8 **SOCCCD: Board Policy Revision: BP 1400 Code of Ethics for Members of the Board of Trustees, BP 3450 Traffic and Parking Regulations, BP 4009 Drivers for College-Sponsored Activities, BP 4201.3 Re-Employment of Classified Personnel, BP 4203 Sick Leave for Educational Administrators and Classified Leadership Personnel, BP 4316 Telephones, BP 5627 Student Participation in Governance and BP 6122 Challenge of Adopted Instructional Materials**
Accept for Review/Study
- 6.9 **SOCCCD: Academic Personnel Actions – Regular Items**
Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund.
- 6.10 **SOCCCD: Classified Personnel Actions – Regular Items**
Approve New Personnel Appointments, Authorization to Eliminate Classified Position and/or Position Numbers, Authorization to Establish and Announce a Classified Position, Authorization to Change a Classified Position, Authorization to Reorganize a Classified Position, Transfer, Change of Status, Classified Bilingual Stipend, Additional Compensation, Out of Class Assignments, Leave of Absence, Resignation/Retirement/Conclusion of Employment, Volunteers.
- 6.11 **SOCCCD: Request to Rescind Spring 2011 Sabbatical**
Approve request from Jeffrey Clark to rescind approval of sabbatical leave for the Spring 2011 semester.

7.0 REPORTS

- 7.1 **Saddleback College and Irvine Valley College: Speakers**
A listing of speakers for events and/or classes at Saddleback College and IVC.
- 7.2 **SOCCCD: Basic Aid Report**
Report on projected receipts and approved projects.
- 7.3 **SOCCCD: Facilities Plan Status Report**
Status of current construction projects.
- 7.4 **SOCCCD: Monthly Financial Status Report**
Report displays the adopted budget, revised budget and transactions through September 30, 2010.

- 7.5 **SOCCCD: Retiree (OPEB) Trust Fund**
This report is for the period ending September 30, 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.

- A. President, Saddleback College
- B. President, Irvine Valley College
- C. Provost, 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.**

RESOLUTION

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

OCTOBER 25, 2010

SADDLEBACK COLLEGE NURSING PROGRAM

FIRST IN NATION IN LICENSURE EXAM RATES

*W*hereas, the nursing program at Saddleback College ranked first in several categories in National Council Licensure Examination (NCLEX) performance with all fifty-eight students who took the test passing on their first attempt; and

*W*hereas, the National Council of State Boards of Nursing report ranks the Saddleback College program first out of 92 associate degree in nursing programs in the state, first out of 584 of all associate degree in nursing programs in the nation, and first out of 972 of all nursing programs across the nation; and

*W*hereas, Saddleback College nursing students are renowned throughout the region for their professionalism, top-ranked test scores, and capability which serve to demonstrate that the faculty are dynamic, first-rate professors who inspire their students to excel; and

*W*hereas, the Saddleback College nursing program is led by Dean of Health Sciences and Human Services Donna Rane-Szostak, Assistant Dean and Director of Nursing Tamera Rice, and Nursing Department Co-Chairs Jennifer Forouzesh and Diane Pestolesi, Senior Administrative Assistant Janet Jacob, and its esteemed faculty, including Alda Babusek, Barbara Belyea, Betsy Brewington, Linda Call, Ginny Giguere, Linda Gleason, Margaret Huang, Barbara Huggins, Phillis Kucharski, Susan Nawa-Raridon, Janine O'Buchon, Loretta Tharpe, Samantha Venable, Michelle Wolff and Danuta Zakrzewski; therefore,

*B*e it resolved that the Board of Trustees and Acting Chancellor of the South Orange County Community College District do hereby commend and congratulate the Saddleback College Nursing Department faculty and staff for their dedication to students, and the fifty-eight nursing graduates for their outstanding achievement on the NCLEX.

Donald P. Wagner, President

Nancy M. Padberg, Vice President

Marcia Milchiker, Clerk

Thomas A. Fuentes, Member

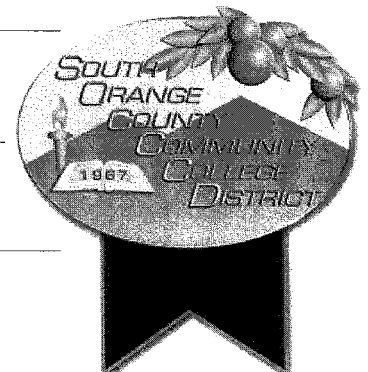
William O. Jay, Member

David B. Lang, Member

John S. Williams, Member

Eve Shieh, Student Member

Dixie Bullock, Acting Chancellor



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 5.1
DATE: 10/25/10

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: SOCCCD: Minutes of the Board of Trustees Meeting
ACTION: Approval

Minutes from :

September 27, 2010 Regular Meeting of the Board of Trustees (Exhibit A)

are submitted to the Board for review and approval.

Item Submitted by: Dixie Bullock, Acting 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
SEPTEMBER 27, 2010

PRESENT

Members of the Board of Trustees:

Donald P. Wagner, President
Nancy M. Padberg, Vice President
Marcia Milchiker, Clerk
John S. Williams, Member
Thomas A. Fuentes, Member
William O. Jay, Member
David B. Lang, Member
Eve Shieh, Student Member

Administrative Officers:

Dixie Bullock, Acting 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, Provost, ATEP

CALL TO ORDER: 5:30 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 Appointment, Employment (13)
 - a. ATEP Administrators (2) Provost; Dean of Instruction and Student Services
 - b. ATEP Classified Manager (2) Director Economic Workforce; Campus Coordinator
 - c. ATEP Classified Member (3) Senior Administrative Assistants (2); Webmaster
 - d. Irvine Valley College Administrator (1) Dean Career, Technical Education and Workforce Development
 - e. Irvine Valley College Classified Member (2) Senior Administrative Assistant; Grants Analyst; Program Technician
 - f. Saddleback College Classified member (1) Fine Arts Ticket Office Operations Assistant
 - 2. Public Employee Discipline, Dismissal (1)
 - a. Saddleback College Faculty Member Medical Technology/Phlebotomy Instructor
- 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]) (1 case)
Westphal v. Wagner
 - 2. Anticipated Litigation/Significant Exposure to Litigation (3 cases) (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**

On a 7-0 vote the trustees approved an unpaid leave without benefits from September 20, 2010 through November 30, 2010 to a part-time classified staff member.

On a 7-0 vote the trustees approved an unpaid leave without benefits for the month of October, 2010 to a part-time classified manager.

2.2 **Invocation**

Led by Trustee Tom Fuentes

2.3 **Pledge of Allegiance**

Led by Trustee Bill Jay

2.4 **Resolutions / Presentations / Introductions**

Resolution: Rich Goodman, Full-Time Professor of the Year
Saddleback College

Resolution: Louise Jacobs, Part-Time Professor of the Year
Saddleback College

Resolution: Ilknur Erbas-White, Full-Time Professor of the Year
Irvine Valley College

Resolution: Robert Ellis, Part-Time Professor of the Year
Irvine Valley College

Resolution: Ellen Lang, Emeritus Professor of the Year
Irvine Valley College

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

5.0 CONSENT CALENDAR ITEMS

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

Trustee Padberg requested Item 5.14 be pulled for separate action. On a motion made by Trustee Jay and seconded by Trustee Fuentes the remaining items were approved on a 7-0 vote.

5.1 SOCCCD: Board of Trustees Meeting Minutes

Approve minutes of a regular meeting held on August 30, 2010.

5.2 Saddleback College: California Community Colleges Chancellor's Office - Career Development Advisory Fiscal Agent

Accept the Career Development Advisory Fiscal Agent contract on the behalf of the California Community Colleges Chancellor's Office in the amount of \$38,000 to act as the fiscal agents for the year 2010-2011 for CDA activities.

5.3 Saddleback College: California Community Colleges Chancellor's Office - Work-Based Learning Advisory Fiscal Agent

Accept the Work-Based Learning Advisory Fiscal Agent contract on the behalf of the California Community Colleges Chancellor's Office in the amount of \$38,000 for 2010-11 year to act as the fiscal agent.

- 5.4 **Irvine Valley College: Instructional Material Fees Revision - Counseling**
Approve the revised Instructional Material Fees in Counseling course beginning Spring 2011.
- 5.5 **Irvine Valley College: 2010-11 Out-Of-State Travel**
Approve the Associated Students of Irvine Valley College (ASIVC) out-of-state student travel schedule. There is no impact to general funds.
- 5.6 **ATEP: Fencing Project**
Approve the Notice of Completion for the ATEP Fencing Project.
- 5.7 **SOCCCD: Blackboard Agreement**
Approve the renewal agreement with Blackboard in an amount not to exceed \$165,975 for two years.
- 5.8 **SOCCCD: Transfer of Budget Appropriations**
Ratify transfer of budget appropriations as shown
- 5.9 **SOCCCD: Budget Amendment: Adopt Resolution No. 10-17 to Amend 2010/2011 Restricted General Fund**
Adopt resolution to amend the adopted budget.
- 5.10 **SOCCCD: Purchase Order/Confirming Requisitions**
Approve Purchase orders processed in accordance with the general priorities of the adopted budget and numbered P11-01164 through P11-01620 amounting to \$3,094,048.63 are submitted to the Board of Trustees for approval. Confirming requisitions dated August 11, 2010 through September 7, 2010 totaling \$40,313.94 are also submitted.
- 5.11 **SOCCCD: Payment of Bills**
Approve Checks No. 095374 through 096157, processed through the Orange County Department of Education, totaling \$5,203,107.42; and Checks No. 009922 through 009959, processed through Saddleback College Community Education, totaling \$159,895.94; and Checks No. 008747 through 008767, processed through Irvine Valley College Community Education,

totaling \$25,038.24 are submitted for the approval of the Board of Trustees.

- 5.12 **SOCCCD: Interfund Transfer of Cash**
Approve the transfer from the Capital Outlay Fund to the General Fund as presented.
- 5.13 **SOCCCD: Gifts to the District and Foundations**
Accept the donation as listed.
- 5.14 **SOCCCD: Trustees' Requests for Attending Conferences**
Approve/ratify the Trustees' requests for attending conferences.

On a motion made by Trustee Fuentes and seconded by Trustee Lang this item passed on a 6-1 vote with Trustee Padberg opposing.

- 5.15 **SOCCCD: August/September 2010 Contracts**
Ratify contracts as listed.

6.0 GENERAL ACTION ITEMS

- 6.1 **SOCCCD: Agreement for Legal Services: Atkinson, Andelson, Loya, Ruud & Romo**
Approve the Agreement as presented.

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

- 6.2 **SOCCCD: Board Policy Revision: BP 162 Communications Among Board Members, BP 1311 Civic Center and Facilities Use, BP 3453 Emergency Response Plan, BP 4306 Calendar, BP 5623 California Registered Nurse License**
Accept for discussion/approval.

On a motion made by Trustee Jay and seconded by Trustee Williams this item was accepted for discussion and was approved on a 7-0 vote.

6.3 SOCCCD: Board Policy Revision: BP-3700 Instructional and Course Materials Fees

Accept for review/study.

On a motion made by Trustee Lang and seconded by Trustee Jay this item was accepted for review and study on a 7-0 vote.

6.4 SOCCCD: Academic Personnel Actions - Regular Items

Approve New Personnel Appointments, Authorization to Eliminate an Academic Administrative Position, Authorization to Change Organization Reporting Structure for Academic Administrator Positions, Authorization to Establish and Announce Academic Administrative Position; Authorization to Change Organization Reporting Structure, Change of Status, Transfer, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Rescind Request for Additional Compensation: General Fund, Workload Banking, Reduced Workload Program with STRS Retirement Revision, Reduced Contract Request Leave, Resignation/Retirement/Conclusion of Employment.

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

6.5 SOCCCD: Classified Personnel Actions - Regular Items

Approve New Personnel Appointments, Authorization to Eliminate Classified Position and/or Position Numbers, Authorization to Establish and Announce a Classified Position, Authorization to Extend a Temporary Classified Position, Authorization to Reorganize a Classified Position, Authorization to Reorganize and/or Change Reporting Structure for Classified Positions, Authorization to Change a Classified Position, Transfer, Change of Status, Classified Bilingual Stipend, Additional Compensation, Out of Class Assignments, Resignation/Retirement/Conclusion of Employment, Volunteers.

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

6.6 SOCCCD: Contract for Administrative and Classified Management Study

Approve contract with Marlys Grodt & Associates for a study of Administrative and Classified Management Positions, not to exceed \$25,000.

On a motion made by Trustee Williams and seconded by Trustee Fuentes this item was approved on a 7-0 vote.

6.7 SOCCCD: Agreement for Legal Services: Bergman and Allderdice

Approved contract with Bergman and Allderdice as presented.

On a motion made by Trustee Williams and seconded by Trustee Padberg this item was approved on a 6-1 vote with Trustee Fuentes opposing.

7.0 REPORTS

7.1 Saddleback College and Irvine Valley College: 2009-10 Reassigned Time and Stipends

Information on 2009-10 expenditures for reassigned time and/or stipends at Saddleback College and IVC.

7.2 Saddleback College and Irvine Valley College: Speakers

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

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: Monthly Financial Status Report

Report displays the adopted budget, revised budget and transactions through August 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.

- A. President, Saddleback College
- B. President, Irvine Valley College
- C. Provost, 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

Saddleback College President Tod Burnett, IVC President Glenn Roquemore ATEP Provost Randy Peebles, IVC Classified Senate President Lisa Davis Allen, IVC Classified Senate President-Elect, Dennis Gordon and Saddleback College Associated Students President Melissa Fenerci gave reports.

9.0 ADDITIONAL ITEMS

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

The meeting was adjourned at 8:00 p.m. in memory of Saddleback College student Ana Tara Vigil.

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: Irvine Valley College: Child Development Training Consortium
ACTION: Approval

BACKGROUND

Funded by the California Department of Education, the Child Development Training Consortium was created in 1982-83 to address the critical shortage of qualified child care workers in the state of California. Administered through an agreement with the Yosemite Community College District, the Consortium provides financial resources to 95 community colleges by assisting students in meeting the educational requirements of any of the Child Development Permits. Irvine Valley College joined the Consortium in spring 2000 and has participated for ten and one-half years. During this time nearly 700 students have received reimbursements for study based on successful completion of Human Development semester units.

STATUS

The Department of Human Development, Irvine Valley College, seeks to continue participation in the Child Development Training Consortium for the academic year 2010-2011. Approval of this agreement (Exhibit A) will provide services to students, including reimbursement of tuition, tutoring, childcare expenses, and textbooks. The agreement was approved on September 1, 2010 and forwarded to Irvine Valley College. The agreement will run through June 30, 2011. There will be no impact on general funds.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees approve the agreement with Yosemite Community College District for participation in the Child Development Training Consortium for 2010-2011.

**CHILD DEVELOPMENT TRAINING CONSORTIUM
2010-2011 INSTRUCTIONAL AGREEMENT
AGREEMENT NUMBER 10-11 - 3867**

This Agreement is made and entered into this 1st day of September, 2010, by and between the Yosemite Community College District, Child Development Training Consortium, hereafter called the YCCD/CDTC, and Irvine Valley College, hereafter called the CONTRACTOR.

WITNESSETH: That the CONTRACTOR for and in consideration of the covenants, conditions, agreements, and stipulations of the YCCD/CDTC hereinafter expressed, does hereby agree to furnish to the YCCD/CDTC services as follows:

I. STATEMENT OF WORK

- A. The CONTRACTOR will designate a Campus Coordinator. The Campus Coordinator will be responsible to prepare and submit all required reports; coordinate all Consortium activities; attend two (2) mandatory YCCD/CDTC sponsored meetings at YCCD/CDTC expense; and inform child development/early childhood education department of program requirements and components specific to campus Child Development Training Consortium.

Effective September 2010, the designated Campus Coordinator is preferably either full-time or adjunct faculty, department chair, or director of the campus child development lab center/children's center. If the current Campus Coordinator does not meet these recommendations, they are permitted to continue in the position and new requirements will be applicable upon designation of a new Campus Coordinator. Since the requirement of faculty is preferred, but not required, exceptions will be considered by YCCD/CDTC on an individual basis.

The Campus Coordinator must be located on campus with regularly scheduled office hours; thereby being accessible to students enrolled in the program. The YCCD/CDTC must be notified in writing within fifteen (15) calendar days of any change in Campus Coordinator status.

- B. The CONTRACTOR will generate up to **300 units** of college credit by enrolling students in courses required by the California Commission on Teacher Credentialing to obtain a new or renew a currently held Child Development Permit. Enrolled units must be completed between July 1, 2010, and June 30, 2011. Physical education courses and general work experience courses are excluded. Child development work experience and remedial courses are included.
- C. The CONTRACTOR will make good faith efforts to recruit and employ qualified faculty who reflect the ethnic makeup of the student population.
- D. The CONTRACTOR will provide appropriate community college courses, which:
1. Meet the requirements of the Child Development Permit Matrix (included in this Agreement as Appendix A) and/or child care licensing regulations.

2. Are degree or certificate applicable.
 3. Are offered for credit with the possible exception of remedial courses.
 4. Are transferable whenever possible.
 5. Are available to family child care providers and employees of child care/development programs serving infants through school-age children.
 6. Are responsive to local community needs.
- E. The CONTRACTOR will enroll students who meet the YCCD/CDTC eligibility criteria, numbered 1 through 5 below. Student eligibility must be verified each semester/term using the Participant Profile.
1. Student must be seeking a new or maintaining a currently held Child Development Permit, **AND**
 2. At the time of enrollment, the student must be employed by a child care/development program including licensed family child care and out-of-school care. Center-based programs must be licensed or eligible for an exemption according to Department of Social Services (DSS) regulations. Licensed exempt centers are limited to the following: on school site, parents on site, military, tribal, employment agency, parks and recreation, adult ed/child care, home based program and before/after school program. Employment in a kindergarten classroom is also acceptable, **AND**
 3. Student employment must directly benefit children and/or families. The employment experience must be acceptable to the California Commission on Teacher Credentialing for purposes of obtaining a Child Development Permit, even if experience is not required for the permit, **AND**
 4. Student must work in the state of California.
 5. In-home care providers (nannies) are not eligible. Unlicensed, exempt, in-home child care providers are not eligible.
- F. The CONTRACTOR will enroll eligible students according to the following three priorities:
- California Department of Education, Child Development Division (CDE/CDD)
Priorities for Enrollment:*
- Priority 1 Employees of all direct-funded CDE/CDD programs including center-based programs and family child care network programs or center-based programs with satellite family child care providers. This also includes co-located Head Start Programs.
- Priority 2 Employees of any program, center-based or licensed family child care homes, that serve children on a voucher basis for Alternative Payment services.

Priority 3 Employees of all other programs including center-based and licensed family child care homes.

Within each priority group listed above, priority will be given to students fulfilling the requirements for an Assistant or Associate Teacher or Teacher Child Development Permit.

Local Priorities for Enrollment

The local YCCD/CDTC Advisory Committee may establish additional priorities. However, the CDE/CDD priorities listed above must be met before local priorities can be implemented. Local priorities are encouraged to meet local needs within the context of the CDE/CDD priorities.

- G. The CONTRACTOR will establish a new or use an existing Advisory Committee to solicit input on local needs, courses to be offered and approve the student eligibility and payment policies.
 - 1. The Advisory Committee will make a good faith effort to represent the local child care labor market by including the following program representatives: the Campus Coordinator; one community college child development instructor, one CEC Mentor Coordinator, one CDC WORKs (TANF-CDC) Program Facilitator, one CDC WORKs (TANF-CDC) CalWORKs Liaison, one family child care provider; one representative of a child care program funded by the California Department of Education, Child Development Division (CDE/CDD); one representative of a private-for-profit child care program; one representative of a private-non-profit child care program; one representative of the local Resource and Referral program; one college student majoring in child development; one representative from the Local Child Care and Development Planning Council; and one representative from the county-level Children and Families Commission, and one representative from the local CARES and/or AB212 programs.
 - 2. The Advisory Committee will meet a minimum of once each semester/term.
 - 3. Both meetings must be properly documented with agendas and minutes, which must be submitted by specified due dates.

- H. The CONTRACTOR will complete an annual needs study of the local service area to determine the greatest needs of individuals seeking new or maintaining currently held Child Development Permits. Information collected should include:
 - 1. Description of eligible students to be served
 - 2. Special circumstances or unique challenges and characteristics of eligible students
 - 3. Description of agencies/programs that will benefit
 - 4. Area strengths

5. Area needs
 6. Description of most needed courses including topics, times, locations and preferred language of instruction.
- I. The CONTRACTOR will provide student grade documentation to YCCD/CDTC upon request for audit purposes.
 - J. The CONTRACTOR will ensure that all required reports and documents are submitted to YCCD/CDTC by the due dates specified. Report titles and due dates are included in this Agreement as *Appendix B – 2010-2011 Required Reports and Time Lines*. All reports should be submitted to the Child Development Training Consortium, 1620 North Carpenter Road, Suite C-16, Modesto, CA 95351.
 - K. The CONTRACTOR will ensure that no full-time equivalent (FTE) will be collected for courses that are funded with YCCD/CDTC funds.
 - L. The CONTRACTOR will ensure collaboration (if applicable) with CEC Mentor Coordinator, CDC WORKs (TANF-CDC) Program Facilitator and CDC WORKs (TANF-CDC) CalWORKs liaison two times per semester. This collaboration will include sharing program services and promote integration of services for student success.

II. PERIOD OF PERFORMANCE

The term of this Agreement shall be from September 1, 2010, to and including June 30, 2011. Enrolled units must be completed between July 1, 2010, and June 30, 2011. All allowable expenditures must be encumbered and/or the services rendered prior to June 30, 2011.

III. BUDGET AND ALLOWABLE EXPENSES

- A. By October 15, 2010, a 2010-2011 budget based on the funding authorized in this Agreement must be posted online with the YCCD/CDTC. A YCCD/CDTC supplied format must be used.
- B. The CONTRACTOR will submit a revised budget to the YCCD/CDTC for approval due to the following two circumstances:
 1. When planned expenditures in any of the **major expense categories** (direct services, support services, or administration) exceed the approved budget by more than ten percent (10%).
 2. And when planned expenditures in any of the **line items** exceed the approved budget by more than twenty-five (25)%.
- C. The CONTRACTOR will administer the program budget in accordance with YCCD/CDTC budget development guidelines available in the Campus Coordinator Handbook on page 42. The CONTRACTOR will ensure that all program expenditures are reasonable, necessary, and allowable.
- D. The CONTRACTOR will not exceed approved California Department of Education travel reimbursement rates for travel charged to this program.

- E. The CONTRACTOR will not expend YCCD/CDTC funds on food, equipment, donations, or gifts. Equipment is defined as a fixed asset that does not lose its identity when removed from its location and is not changed materially or consumed immediately (typically, within a year) by use. Equipment has relatively permanent value and its purchase increases the value of the physical property such as furniture, vehicles, machinery, computers and furnishings that are not integral parts of the building or the building system.
- F. If the CONTRACTOR demonstrates a consistent pattern of under-generating its contracted number of units, the number of contracted units may be reduced in subsequent years.

IV. PAYMENT FOR SERVICES

- A. In consideration of the performance of the foregoing in a satisfactory manner, the YCCD/CDTC agrees to pay the CONTRACTOR an amount not to exceed **\$7,500.00**. The amount of total payments to the CONTRACTOR will be the lesser of program earnings, the amount authorized by this Agreement, or actual expenditures. Any over-payments of more than \$100.00 made by YCCD/CDTC to the CONTRACTOR must be refunded to YCCD/CDTC by June 30, 2011. Checks should be made payable to YCCD.
- B. The CONTRACTOR will be paid \$25.00 per enrolled unit of course work, which meets requirements of the Child Development Permit Matrix and/or child care licensing regulations to the maximum stated in Paragraph IB. Units for physical education and general work experience classes are excluded. Units for remedial courses and child development work experience are included.
- C. YCCD/CDTC will issue progress payments to CONTRACTOR upon receipt of properly completed documentation including an original 2010-2011 Participant Profile for each enrolled student for each semester/term.
- D. YCCD/CDTC will withhold any payment until all required documentation has been received to substantiate enrolled units.
- E. YCCD/CDTC will make final payment to CONTRACTOR upon satisfactory completion of services as described herein. The final expenditure report is due no later than June 30, 2011. A Budget Narrative Form will be required as an addendum to the Final Expenditure Report.

V. RETENTION OF RECORDS AND AUDITS

The CONTRACTOR will retain all programmatic and fiscal records for a minimum of five (5) full years from the date of final payment under this Agreement. The CONTRACTOR will make these records available to YCCD/CDTC upon request for audit purposes during the progress of the work and for five (5) years following final payment. The federal audit number for this project is 93.575042.

VI. CONTRACT AMENDMENTS

This Agreement may be amended with mutual written consent of both parties and the approval of the California Department of Education, Child Development Division.

VII. 30 DAY TERMINATION NOTICE

It is mutually agreed that either party may terminate this Agreement by giving thirty (30) calendar days advance written notice.

VIII. FUND AVAILABILITY

Funding of this Agreement is contingent upon appropriation and availability of funds from the California Department of Education, Child Development Division. The YCCD/CDTC is funded with federal Child Care and Development Quality Improvement funds.

IX. NONDISCRIMINATION CLAUSE

- A. During the performance of this Agreement, CONTRACTOR will not unlawfully discriminate, harass, or allow harassment against any employee or student because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), medical condition (cancer), age (over 40), sexual orientation, or marital status. CONTRACTOR will ensure that the evaluation and treatment of employees and student participants are free from such discrimination and harassment.
- B. CONTRACTOR shall comply with the provisions of the Fair Employment and Housing Act and the applicable regulations promulgated there under.
- C. By signing this Agreement, the CONTRACTOR ensures that it will comply with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability.

X. INDEPENDENT CONTRACTORS

It is understood that this is an Agreement by and between independent contractors and is not intended, and shall not be construed to create the relationship of agent, servant, employee, partnership, or joint venture.

XI. HOLD HARMLESS CLAUSE

Both the CONTRACTOR and YCCD/CDTC agree to hold harmless, defend, and indemnify the other party, and the officers, employees, boards, volunteers, and agents of the other party from and against any and all losses, claims or expense arising out of any liability or claim of liability for personal injury, bodily injury to persons, contractual liability and damage to property sustained or claimed to have been sustained arising out of activities of the parties to this Agreement or the activities of either party's boards, officers, agents, employees, or volunteers. The provisions of this indemnity agreement do not, however, apply to any damages or losses caused by the negligence of the other party or any of its officers, employees, boards, volunteers, or agents.

XII. ACKNOWLEDGMENT

The CONTRACTOR will acknowledge the support of the YCCD/CDTC when publicizing the work performed under this Agreement. Materials developed with funds from this Agreement shall contain an acknowledgment of the use of federal Child Care and

Development Quality Improvement funds received from the California Department of Education, Child Development Division.

XIII. DRUG-FREE WORKPLACE

The CONTRACTOR certifies compliance with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace.

IX. NON-PERFORMANCE OF TERMS OF INSTRUCTIONAL AGREEMENT

If the CONTRACTOR fails to fulfill the terms of this Instructional Agreement, the CONTRACTOR will be placed on informal probation for the period of one year. If the CONTRACTOR fails to fulfill the terms of the Instruction Agreement while on informal probation, a Probationary Instructional Agreement will be issued in the second year. If the CONTRACTOR fails to fulfill the terms of the Probationary Instructional Agreement, no further Instructional Agreements will be issued to CONTRACTOR.

AGREED TO BY:

CONTRACTOR Authorizing Signature:	
Printed Name of Person Signing:	
Title of Person Signing:	
Date:	

Yosemite Community College District

Authorizing Signature:	
Printed Name of Person Signing:	Teresa Scott
Title of Person Signing:	Executive Vice Chancellor/Fiscal Services, YCCD
Date:	

Attachments for reference: Appendix A - Child Development Permit Matrix
Appendix B - 2010-2011 Required Reports and Time Lines

Return **two Instructional Agreements with original signatures to:**
Patty Scroggins, Child Development Training Consortium
1620 North Carpenter Road, Suite C-16, Modesto, CA 95351
For questions, call (209) 572-6087

For CDTC Use Only: Date Rcvd: _____ To D.O.: _____ From D.O.: _____ To CONTRACTOR: _____

Appendix A

Child Development Permit Matrix - with Alternative Qualification Options Indicated					
Permit Title	Education Requirement (Option 1 for all permits)	Experience Requirement (Applies to Option 1 Only)	Alternative Qualifications (with option numbers indicated)	Authorization	Five Year Renewal
Assistant (Optional)	<i>Option 1:</i> 6 units of Early Childhood Education (ECE) or Child Development (CD)	None	<i>Option 2:</i> Accredited HERO program (including ROP)	Authorizes the holder to care for and assist in the development and instruction of children in a child care and development program under the supervision of an Associate Teacher, Teacher, Master Teacher, Site Supervisor or Program Director.	105 hours of professional growth*****
Associate Teacher	<i>Option 1:</i> 12 units ECE/CD including core courses**	50 days of 3+ hours per day within 2 years	<i>Option 2:</i> Child Development Associate (CDA) Credential.	Authorizes the holder to provide service in the care, development, and instruction of children in a child care and development program, and supervise an Assistant and an aide.	Must complete 15 additional units toward a Teacher Permit. Must meet Teacher requirements within 10 years.
Teacher	<i>Option 1:</i> 24 units ECE/CD including core courses** plus 16 General Education (GE) units*	175 days of 3+ hours per day within 4 years	<i>Option 2:</i> AA or higher in ECE/CD or related field with 3 units supervised field experience in ECE/CD setting	Authorizes the holder to provide service in the care, development and instruction of children in a child care and development program, and supervise an Associate Teacher, Assistant and an aide.	105 hours of professional growth*****
Master Teacher	<i>Option 1:</i> 24 units ECE/CD including core courses** plus 16 GE units* plus 6 specialization units plus 2 adult supervision units	350 days of 3+ hours per day within 4 years	<i>Option 2:</i> BA or higher (does not have to be in ECE/CD) with 12 units of ECE/CD, plus 3 units supervised field experience in ECE/CD setting	Authorizes the holder to provide service in the care, development and instruction of children in a child care and development program, and supervise a Teacher, Associate Teacher, Assistant and an aide. The permit also authorizes the holder to serve as a coordinator of curriculum and staff development.	105 hours of professional growth*****
Site Supervisor	<i>Option 1:</i> AA (or 60 units) which includes: • 24 ECE/CD units with core courses** plus 6 administration units plus 2 adult supervision units	350 days of 3+ hours per day within 4 years including at least 100 days of supervising adults	<i>Option 2:</i> BA or higher (does not have to be in ECE/CD) with 12 units of ECE/CD, plus 3 units supervised field experience in ECE/CD setting; or <i>Option 3:</i> Admin. credential*** with 12 units of ECE/CD, plus 3 units supervised field experience in ECE/CD setting; or <i>Option 4:</i> Teaching credential**** with 12 units of ECE/CD, plus 3 units supervised field experience in ECE/CD setting	Authorizes the holder to supervise a child care and development program operating at a single site; provide service in the care, development, and instruction of children in a child care and development program; and serve as a coordinator of curriculum and staff development.	105 hours of professional growth*****
Program Director	<i>Option 1:</i> BA or higher (does not have to be in ECE/CD) including: • 24 ECE/CD units with core courses** plus 6 administration units plus 2 adult supervision units	One year of Site Supervisor experience	<i>Option 2:</i> Admin. credential*** with 12 units of ECE/CD, plus 3 units supervised field experience in ECE/CD setting; or <i>Option 3:</i> Teaching credential**** with 12 units of ECE/CD, plus 3 units supervised field experience in ECE/CD setting, plus 6 units administration; or <i>Option 4:</i> Master's Degree in ECE/CD or Child/Human Development	Authorizes the holder to supervise a child care and development program operating in a single site or multiple sites; provide service in the care, development, and instruction of children in a child care and development program; and serve as coordinator of curriculum and staff development.	105 hours of professional growth*****

NOTE: All unit requirements listed above are semester units. All course work must be completed with a grade of C or better from a regionally accredited college. Spanish translation is available.

*One course in each of four general education categories, which are degree applicable: English/Language Arts; Math or Science; Social Sciences; Humanities and/or Fine Arts.

**Core courses include child/human growth & development; child/family/community or child and family relations; and programs/curriculum. You must have a minimum of three semester units or four quarter units in each of the core areas.

***Holders of the Administrative Services Credential may serve as a Site Supervisor or Program Director.

****A valid Multiple Subject or a Single Subject in Home Economics.

*****Professional growth hours must be completed under the guidance of a Professional Growth Advisor. Call (209) 572-6080 for assistance in locating an advisor.

This matrix was prepared by the Child Development Training Consortium. To obtain a permit application visit our website at www.childdevelopment.org or call (209) 572-6080.

Appendix B

Child Development Training Consortium
2010-2011 Required Reports and Time Lines

Report/Documentation	Due Date
Instructional Agreement	As soon as possible
Professional Growth Advisor Project Training/Networking Documentation Transmittal and Invoice Sheet	Within two weeks following the training/networking sessions or by June 15, 2011.
Participant Profiles and Transmittal Summary and Detail Sheets	Summer/Fall '10 Term: October 15, 2010 Winter/Spring '11 Term: March 18, 2011
Student Evaluations (Composite generated online)	Summer/Fall '10 Term: February 18, 2011 Winter/Spring '11 Term: June 30, 2011
2010-2011 Program Budget (submit online)	October 15, 2010
Student Eligibility and Payment Policies	December 10, 2010
Advisory Committee Meeting Documents	Fall '10 Term: February 18, 2011 Spring '11 Term: June 30, 2011
Coordinator Invoice	Summer/Fall '10 Term: February 18, 2011 Winter/Spring '11 Term: June 1, 2011
Child Development Instructional Staff Profiles and Master List	March 18, 2011
Course Offering Matrix of Child Development and CDTC Funded Courses	March 18, 2011
2011-2012 Designation of Campus Coordinator and Agreement Specifications	June 15, 2011
Year-End Report Narrative	June 30, 2011
Final Expenditure Report (submit online) / Final Expenditure Narrative (submit hardcopy)	June 30, 2011

TO: Board of Trustees

FROM: Dixie Bullock, Acting Chancellor

RE: Irvine Valley College: Life Science Architectural Services: Amendment No. 2 for Increased Services

ACTION: Approval

BACKGROUND

On November 17, 2008, the Board of Trustees approved hiring Dougherty and Dougherty Architects LLP as architect for the Irvine Valley College Life Sciences project for a fee of \$1,080,310. The original agreement provided for additional services if these became necessary. An amendment for \$19,500 was previously approved for a total contract amount of \$1,099,810.

The Irvine Valley College Life Sciences Department requested that the architect modify the landscape design using regional California Native plant species to incorporate the landscaping into the Life Sciences teaching environment.

STATUS

The architect has agreed to modify the landscape design to incorporate California Native plant species in support of curriculum objectives. Staff recommends an increase of \$6,000 to address this expense.

Funds for these services are available in the project budget which is \$17,410,000.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees approve amendment No. 2 in the amount of \$6,000, Exhibit A, with Dougherty and Dougherty for the Irvine Valley College Life Sciences building for a total fee of \$1,105,810.

**AMENDMENT #2
TO ARCHITECTURAL SERVICES AGREEMENT
FOR LIFE SCIENCES PROJECT
AT IRVINE VALLEY COLLEGE**

October 25, 2010

THIS AMENDMENT shall modify the original agreement dated November 18, 2010, by and between the South Orange County Community College District, hereinafter referred to as "DISTRICT," and Dougherty and Dougherty Architects LLP, 3194 Airport Loop Road, Costa Mesa, CA 92626-3405, hereinafter referred to as "ARCHITECT."

WHEREAS, Article III of the original agreement establishes that it may be amended in writing by mutual consent of both parties; and

WHEREAS, the scope of services has been increased to include 1) modification to the landscape design toward California native teaching environment;

WHEREAS, this additional scope requires increased services by the "ARCHITECT"; and

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

1. Article VIII, paragraphs 1 and 2, of the agreement shall be modified as follows: "The DISTRICT" shall compensate the "ARCHITECT" for additional services described in the original agreement and issued after the date of this amendment as follows:

FIXED FEE FOR SERVICES AS DESCRIBED HEREIN:

1. Modify Landscape plan to California Native teaching environment	\$6,000
Total	\$6,000

for a total contract amount of \$1,105,810.

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

“DISTRICT”

South Orange County Community College District

“CONSULTANT”

Dougherty and Dougherty Architects LLP

By: _____
David Bugay, Ph.D.

By: _____

Title: Acting Vice Chancellor
Business Services

Title: _____

Date: _____

Date: _____

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: Saddleback College: Grant Acceptance, MLT Program
ACTION: Approval

BACKGROUND

In December 2008, Saddleback College submitted a preliminary proposal in response to the Governor's 15% Workforce Investment Act Funds For Allied Health Programs grant RFA No. 08-115 issued by the California Community Colleges Chancellor's Office (CCCCO). The RFA proposed providing funds to local community colleges to assist in the development of partnerships with the healthcare industry to address the shortage of skilled professionals in the allied health fields. The purpose of these grants is to enroll students in existing and new allied health programs and to increase the number of allied health students taught by the community colleges.

STATUS

In March 2009, the CCCCCO notified the College of its intent to award \$437,295 for the period January 1, 2009 through December 31, 2010. In June 2010, the College was notified that funding for the grant would be renewed for a second year (Exhibit A) in the amount of \$309,658 plus an advance of year three funding in the amount of \$24,367 for a total of \$334,025. The grant will potentially be renewed an additional two years in the amount of \$309,658 per year through January 1, 2013. This award provides Saddleback College the funds to develop and implement a Medical Laboratory Technician Program.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees accept this award of \$334,025 from the California Community College Chancellor's Office that will enable continued development of the Medical Laboratory Technician program at Saddleback College using funding provided through the Governor's 15% Workforce Investment Act Funds for Allied Health Programs.

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

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


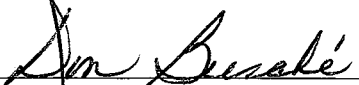

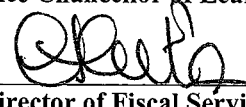

1. **PROJECT TITLE:** MLT Program
2. **PROJECT DIRECTOR:** Donna Rane-Szostak
3. **PROJECT ADMINISTRATOR:** Donna Rane-Szostak
4. **GRANTOR AGENCY:** California Community Colleges Chancellor's Office
5. **FUNDING SOURCE:** Governor's 15% Workforce Investment Act Funds for Allied Health Programs
6. **STARTING AND ENDING DATES OF THE PROJECT:** June 30, 2010 –March 31, 2012
7. **EXECUTIVE SUMMARY OF THE PROJECT (limit 125 words):**

The California Community Colleges Chancellor's Office (CCCCO) has renewed grant funding for year two of the Medical Lab Technology program at Saddleback College. With CCCCCO grant funded support, the Saddleback College Division of Health Sciences and Human Services has developed an Associate of Science Degree in Medical Lab Technology in response to an urgent need for trained and certified medical laboratory technicians. The program has been approved by the California Department of Health Services Laboratory Field Services and is currently seeking accreditation from the National Association of Clinical Lab Scientists. Continued grant funding will allow the College to sustain the program and continue required grant related activities such as the remodel of existing facilities, purchasing needed equipment and supplies, hiring classified support staff and adjunct faculty, and providing support services to students. The first cohort of students began the program in Fall 2009 and will graduate in June 2011.

8. **SUMMARY BUDGET**

Grant Award	In Kind Matching	Indirect Costs	Project Total
\$334,025		\$30,366	\$334,025

9. **APPROVALS**

 _____ Division/School Dean	_____ Chancellor
 _____ Vice President of Instruction	_____ Vice Chancellor of Learning Services
 _____ Director of Planning, Research & Grants	 _____ Director of Fiscal Services
 _____ President	

EXPENDITURES SUMMARY

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

	GRANT (Amount)	MATCHING* (In-Kind/Actual)	SOURCE OF MATCH (Partnership/ College/Vendor)
1000 Certificated Salaries	\$ <u>180,195</u>		
2000 Classified Salaries	\$ <u>45,082</u>		
3000 Benefits	\$ <u>54,716</u>		
4000 Supplies	\$ <u>4,047</u>		
5000 Contracted Services and Other Expenses	\$ <u>10,160</u>		
6000 Capital Outlay	\$ <u>9,459</u>		
Other Charges (e.g.: <i>Indirect Costs</i>)	\$ <u>30,366</u>		
TOTALS	\$ <u>334,025</u>		

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

PROJECT PERSONNEL (reflects the Expenditure Detail above)

<u>Positions</u>	<u>Full-Time</u>	<u>Part-Time</u>	<u>New</u>	<u>Existing</u>
1. Adjunct Instructors	[]	[X]	[]	[X]
2. Program Assistant (FY 2010-2011)	[X]	[]	[]	[X]
3. Sr. Lab Assistant	[]	[]	[]	[]

PARTNERSHIPS (if applicable)

Not Applicable

TO: Board of Trustees

FROM: Dixie Bullock, Acting Chancellor

RE: Saddleback College: Grant Acceptance, National Center For Rapid Prototyping and Additive Manufacturing Technologies (RapidTech)

ACTION: Approval

BACKGROUND

In May, 2010, Saddleback College submitted a proposal requesting supplemental support to the National Science Foundation (NSF) Grant No. 0702912. The proposal request supports continued implementation of the RapidTech program.

STATUS

On May 20, 2010, the National Science Foundation notified the College of its intent to award \$50,000 for the period May 20, 2010 through June 30, 2011 to fund the project efforts as presented in Exhibit A. In order to accomplish the goals identified in Exhibit A, Saddleback will utilize the awarded funds to relocate the RapidTech National Center from the Saddleback College campus to a larger facility available at the University of California Irvine (UCI). Due to the growth and expansion of RapidTech, with the addition of more technology and equipment, the space available on the Saddleback College campus has become inadequate to support the needs of the program. Additionally, the RapidTech move to UCI provides incentive to develop a close working relationship between Saddleback and UCI which in turn will create opportunities for research and student interaction.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees accept this award of \$50,000 from the National Science Foundation for the National Center for Rapid Prototyping and Additive Manufacturing Technologies (RapidTech), Grant No. 0702912.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
UNIT APPLYING: SADDLEBACK COLLEGE



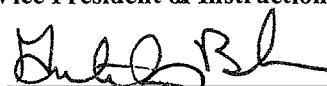
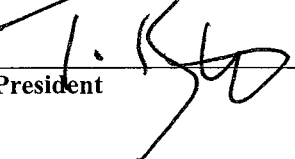
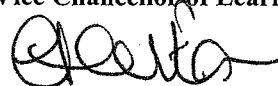
- GRANT APPLICATION ABSTRACT
- GRANT ACCEPTANCE ABSTRACT
- GRANT RENEWAL ACCEPTANCE ABSTRACT
- REVISIONS TO ACCEPTANCE ABSTRACT

1. PROJECT TITLE: National Center for Rapid Prototyping and Additive Manufacturing Technologies (RAPIDTECH)
2. PROJECT DIRECTOR: Ken Patton, Ed Tackett
3. PROJECT ADMINISTRATOR: Ken Patton
4. GRANTOR AGENCY: National Science Foundation
5. FUNDING SOURCE: National Science Foundation
6. STARTING AND ENDING DATES OF THE PROJECT: May 20, 2010—June 30, 2011.
7. EXECUTIVE SUMMARY OF THE PROJECT (limit 125 words):
8. Saddleback College will address the goals of the National Science Foundation (NSF) through the continued implementation of the National Center for Rapid Prototyping and Additive Manufacturing Technologies (RapidTech). The NSF award will be utilized for the relocation of the RapidTech National Center from the Saddleback College campus to the University of California Irvine (UCI). The relocation of RapidTech is a result of its success having outgrown the currently available facilities at Saddleback. The larger space at UCI will allow the program to continue to expand and positively impact the research and educational community.

9. SUMMARY BUDGET

Grant Award	In Kind Matching	Indirect Costs	Project Total
\$50,000			\$50,000

10. APPROVALS

 <hr/> Division/School Dean  <hr/> Vice President of Instruction  <hr/> Director of Planning, Research & Grants  <hr/> President	<hr/> Chancellor <hr/> Vice Chancellor of Learning Services  <hr/> Director of Fiscal Services
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EXPENDITURES SUMMARY

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

	GRANT (Amount)	MATCHING* (In-Kind/Actual)	SOURCE OF MATCH (Partnership/ College/Vendor)
1000 Certificated Salaries			
2000 Classified Salaries			
3000 Benefits			
4000 Supplies			
5000 Contracted Services and Other Expenses	\$ <u>50,000</u>		
6000 Capital Outlay Other Charges			
TOTALS	\$ <u>50,000</u>		

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

PROJECT PERSONNEL (reflects the Expenditure Detail above)

<u>Positions</u>	<u>Full-Time</u>	<u>Part-Time</u>	<u>New</u>	<u>Existing</u>
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PARTNERSHIPS (if applicable)

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: Saddleback College: Sub-Award Grant Acceptance from San Jose State University Research Foundation
ACTION: Approval

BACKGROUND

In April 2010, San Jose State University Research Foundation was awarded an ARRA award from the US Department of Labor (DOL) for the program entitled "California Statewide Biotechnology Clinical Laboratory Consortium Project." Saddleback College was included in the original proposal and budget as a subcontractor to the program.

STATUS

In August 2010, the San Jose State University Research Foundation notified the College of its intent to award a total of \$48,576 for the period April 1, 2010 through February 28, 2013 as presented in Exhibit A. Saddleback College will assist San Jose State University Research Foundation in DOL funded project activities which support the establishment and enhancement of Clinical Laboratory Science programs throughout the Southern California region.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees accept this award of \$48,576 from the San Jose State University Research Foundation that will enable continued development of the Medical Laboratory Technician program at Saddleback College using funding provided through the Governor's 15% Workforce Investment Act Funds for Allied Health Programs.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
UNIT APPLYING: SADDLEBACK COLLEGE

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

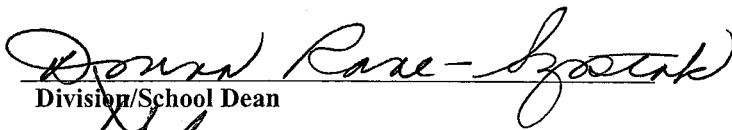
1. PROJECT TITLE: San Jose State University Research Foundation "California Statewide Biotechnology Clinical Laboratory Consortium Project"
2. PROJECT DIRECTOR: Donna Rane-Szostak
3. PROJECT ADMINISTRATOR: Donna Rane-Szostak
4. GRANTOR AGENCY: San Jose State University Research Foundation
5. FUNDING SOURCE: U.S. Department of Labor
6. STARTING AND ENDING DATES OF THE PROJECT: April 1, 2010- February 28, 2013
7. EXECUTIVE SUMMARY OF THE PROJECT (limit 125 words):

Saddleback College will assist San Jose State University Research Foundation with ARRA awarded Department of Labor funded project activities which support the establishment and enhancement of Clinical Laboratory Science programs throughout the Southern California region.

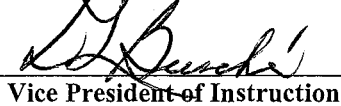
8. SUMMARY BUDGET

Grant Award	In Kind Matching	Indirect Costs	Project Total
\$48,576		\$4415	\$48,576

9. APPROVALS

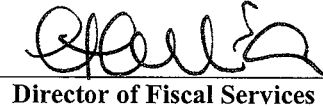

Division/School Dean

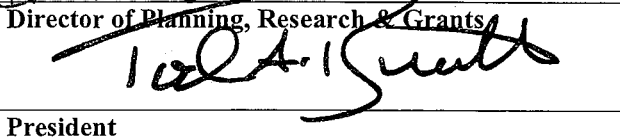
Chancellor


Vice President of Instruction

Vice Chancellor of Learning Services


Director of Planning, Research & Grants


Director of Fiscal Services


President

EXPENDITURES SUMMARY

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

	GRANT (Amount)	MATCHING* (In-Kind/Actual)	SOURCE OF MATCH (Partnership/ College/Vendor)
1000 Certificated Salaries	\$ <u>36,353</u>		
2000 Classified Salaries			
3000 Benefits	\$ <u>6,694</u>		
4000 Supplies			
5000 Contracted Services and Other Expenses	\$ <u>1,114</u>		
6000 Capital Outlay			
Other Charges <i>(e.g.: Indirect Costs)</i>	\$ <u>4,415</u>		
TOTALS	\$ <u>48,576</u>		

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

PROJECT PERSONNEL (reflects the Expenditure Detail above)

<u>Positions</u>	<u>Full-Time</u>	<u>Part-Time</u>	<u>New</u>	<u>Existing</u>
1. Faculty	[X]	[]	[]	[X]

PARTNERSHIPS (if applicable)

Not Applicable

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: SOCCCD: Study Abroad Program to Oxford, England
ACTION: Approval

BACKGROUND

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

STATUS

The Liberal Arts and Learning Resources Division at Saddleback College proposes to offer the study abroad program, Oxford Semester Abroad in Oxford, England during the spring 2011 semester. All student fees, student insurance, travel, food and lodging requirements will be organized and arranged by the American Institute for Foreign Study (AIFS). Saddleback College contacted four vendors for this program: AIFS, Academic Studies Abroad, ACCENT International, and E. F. College Study Tours. Only AIFS was able to provide the services that met our criteria. The details of the program are summarized in the Narrative in Exhibit A and the Study Abroad Program Information Summary in Exhibit B. The required Educational Tour/Field Study Contractor Agreement is provided in Exhibit C, which includes evidence of liability insurance of not less than \$5,000,000. The cost per student is \$6575 or \$94.00 per day, including airfare. Financial Aid opportunities will be provided through the Office of Financial Aid for those students who qualify. There is no impact to the General Fund. The current travel warnings list, Exhibit D, issued by the U.S. Department of State does not include England.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees approve the Saddleback College study abroad program: Oxford Semester in Oxford, England, in the spring of 2011 as summarized in Exhibit B, and directs the administration to execute the Educational Tour/Field Study Travel Contractor Agreement with The American Institute for Foreign Study for coordinating all travel agreements in Exhibit C.



AIFS LONDON PROGRAMME HEADQUARTERS
PROPOSAL FOR SADDLEBACK COLLEGE
OXFORD PARTNERSHIP PROGRAMME – SPRING SEMESTER 2011

Depart US: Thursday 10th March 2011
Arrive Oxford: Friday 11th March 2011
Spring Break: Friday 8th April to Monday 18th April 2011
Depart Oxford: Friday 20th May 2011

PROGRAMME COMPONENTS INCLUDED IN THE STUDENT FEE:

- Transportation package consisting of international airfare (LAX – London - LAX) and round-trip transfers between the London airport and the housing in Oxford on regular programme dates. Please note that mandatory airline-imposed departure taxes and fees (estimated at \$395) are not included and students will be billed separately for these.
- An orientation programme consisting of an orientation pack for each student including comprehensive student handbook, local area information; an orientation meeting with AIFS staff, and a walking tour of Oxford by a professional guide including entrances to an Oxford University College and afternoon tea.
- Accommodation in single room homestays on a half-board basis with breakfast and dinner provided. Students will live no farther than a bus ride from St Hilda's College and Oxford City Centre and will be located in safe, residential areas.
- A meeting room to accommodate the SADDLEBACK COLLEGE classes at St Hilda's College Oxford. A meeting room will be available Tuesday to Thursday for the duration of the programme. Audio-visual equipment will be provided as required including a data projector. Free WIFI access is also available in the classrooms and students will be able to purchase snacks and more substantial meals from the college dining hall at lunch time. Please note a fixed computer is not available in the classroom; however, AIFS can provide a laptop for use in Oxford if required.

St Hilda's College was founded in 1893 as an all-women's college and is now co-educational. The college buildings are set among gardens which run down to the River Cherwell and St Hilda's is located 5 minutes walk from Magdalen Bridge and only 10 minutes walk to the city centre.

Should a room become unavailable or an alternative venue be required for a particular session, a meeting room will be booked at Oxford Town Hall.

- The services of AIFS staff including a local, Oxford based homestay coordinator and London based student services staff member to (respectively) allocate and deal with any homestay issues; and to liaise with the SADDLEBACK COLLEGE faculty members and to offer assistance and support throughout the programme. AIFS staff will be available to handle any emergencies and will visit the campus on a designated day each week. An AIFS staff member will also be on site for the first week of the programme.
- Provision of 1 adjunct lecturer to teach a Saddleback College approved course in the History of Western Art. Teaching will follow the course syllabus as outlined or approved by Saddleback College.
- Full-day excursion to London by private coach with a panoramic tour of London accompanied by a professional guide with entrance to the Tower of London included, and an evening theatre performance in the West End.
- Full-day trip to Bath and Stonehenge by private coach, including the services of a professional guide. Entrances to the Roman Baths and private access to Stonehenge (either



during the early morning or evening) are included. Please note there is a limit of 26 people per private tour of Stonehenge so should the group numbers exceed this then they will be split into two groups with different entrance times.

- Full-day excursion to Stratford-upon-Avon by private coach (with late return) accompanied by a professional guide, including visits with entrances to Warwick Castle, Anne Hathaway's Cottage and Shakespeare's Birthplace with an evening theatre performance at the Royal Shakespeare Theatre in Stratford.
- An operating fund of £30 per student to be used for academic entrances on field trips in London and Oxford.
- \$50 non-refundable application fee.
- Student medical and programme fee refund insurance policies, as outlined in the AIFS programme brochure. Coverage includes \$10,000 accidental medical expense and \$10,000 accidental death payment plus 24-hour emergency care assistance during the programme and repatriation in cases of verified emergency beyond the students' control.
- \$51,000,000 liability coverage with SADDLEBACK COLLEGE named as co-insured for the duration of the programme
- Accounting / billing services in the U.S.
- Pre-departure information services and a toll-free contact number in the U.S.
- Promotional materials
- Advance planning services of the AIFS London programme headquarters.

FACULTY BENEFITS INCLUDED IN THE STUDENT FEE:

Faculty support services (target enrolment 20 students with 1 faculty member) as listed below:

- Roundtrip flights between Los Angeles and London on the scheduled group flight
- AIFS can arrange air travel for faculty companions if they are traveling on the standard group flight. Since airfares change frequently, the cost cannot be determined until the ticket has been booked. Faculty will be billed for any companion tickets and they must be paid for in advance of planned travel. If, for any reason, a faculty member no longer requires an issued ticket, cancellation notification must reach AIFS by Wednesday 19th January 2011, and s/he will need to pay a \$100 cancellation fee. After this date, the ticket is non-refundable and faculty will be responsible for the entire cost. Faculty may charge tickets to a major credit card.
- AIFS will provide the SADDLEBACK COLLEGE faculty member with housing in a one bedroom apartment in Oxford.
- Full participation on all activities scheduled on the itinerary, on the same basis as the students, including transfers, entrances, sightseeing tours, etc.



- AIFS will provide the SADDLEBACK COLLEGE faculty member with a pay as you go cell phone and a printer.
- Faculty benefits are paid in full for an enrolment of 20 paying students or more, or pro rata for a lower enrolment.

FEES

Based on an enrolment of 20 to 24 paying student participants with 1 faculty member, for the services specified above, the fee per person is \$6575.

Based on an enrolment of 25 or more paying student participants with 1 faculty member, for the services specified above, the fee per person is \$6245.

Should SADDLEBACK COLLEGE wish to run this programme with an enrolment below 20 paying student participants it would be necessary either to add a supplement to the fee above or to remove some components from the programme. AIFS would discuss these options with SADDLEBACK COLLEGE.

This fee includes airfare but excludes taxes and fuel, a \$250 refundable damage deposit, passport or visa fees if applicable, meals other than those indicated on the itinerary, personal expenses, any SADDLEBACK COLLEGE tuition or administrative fees, textbooks, additional fieldtrips or excursions required by the SADDLEBACK COLLEGE faculty and anything not specified.

These fees are guaranteed not to change as a result of fluctuations in the \$ exchange rate. AIFS will charge a \$35 returned cheque fee on each cheque returned by the bank for insufficient funds.

OPTIONAL COMPONENTS

- Optional three-day, two night, stay in a hotel in York on a bed and breakfast basis, including travel to and from Oxford and York (by train or by private coach), a guided walking tour of the city, with entrances to York Minster, and transfers to and from the train station and accommodations for \$545. A minimum enrolment of 15 students is required in order to run the trip.
- Optional Extra Protection Insurance Coverage, including increased medical insurance (\$65) and/or personal effects insurance (\$90) as outlined in the AIFS programme brochure.

PROGRAMME APPLICATION PROCEDURE AND BILLING

We recommend the promotion of and initial receipt of deposits for this programme as early as possible.

Penalties apply to changed programme bookings after Monday 20th December 2010. Therefore AIFS would require SADDLEBACK COLLEGE to collect the application forms and deposits of \$450 per student and to forward them to AIFS by Monday 20th December 2010. AIFS would then bill the individual student for the balance of fees owing. Full payment and confirmation of final numbers must be received by Wednesday 19th January 2011. Please note that these are not postmark dates, but the dates by which funds must arrive in the AIFS Connecticut office.



AIFS reserves the right to withdraw students who are not paid in full by the final payment deadline. AIFS can accept applications after Monday 20th December 2010, but cannot guarantee programme costs after this date.

Students applying after the application deadline date of Monday 20th December 2010 can only be accepted on a space-available basis.

AIRFARE CONDITIONS

AIFS will reserve spaces according to information on the student application form. Once airline tickets have been issued to students they can only be changed directly with the issuing agent once the student is abroad – agent and airline-imposed penalties apply.

AIFS cannot arrange airline tickets for students applying after Monday 20th December 2010.

AIFS is financially committed to any confirmed airline seats from Tuesday 30th November 2010 and therefore an airfare review will take place prior to this date. AIFS requests that SADDLEBACK COLLEGE provide an indication of how many students intend to participate on the programme. However, should SADDLEBACK COLLEGE subsequently decide to offer the programme but arrange their own student airfare then AIFS must be notified before Tuesday 30th November 2010 and will be able to provide a land only fee.

REFUND POLICY

Should an individual participant withdraw on or before Monday 20th December 2010 s/he will receive a refund of all fees paid less the \$100 processing fee, the \$50 non-refundable application fee and any non-refundable deposits paid by the student or by AIFS on behalf of the student.

Should s/he withdraw after Monday 20th December 2010, but on or before Wednesday 19th January 2011 for any reason except medical covered by the Fees Refund and Medical Insurance Coverage, a refund of all fees paid would be made less the \$400 deposit and the \$50 non-refundable application fee plus any non-refundable deposits paid by the student or by AIFS on behalf of the student.

Students who must withdraw from the programme because of a covered injury or illness will receive a refund of all fees paid less the \$50 non-refundable application fee, a \$100 processing fee and a \$210 insurance premium.

Students withdrawing voluntarily for any reason after Wednesday 19th January 2011 including withdrawals for medical reasons not protected under the Programme Fee Refund and Medical Insurance Coverage, receive no refund.

Please note that students who are academically withdrawn by their home institutions after their applications have been processed by AIFS are subject to the standard refund policy.

Once the programme has started, students withdrawing receive no refund unless AIFS suspends the programme.

It is understood that SADDLEBACK COLLEGE will not cancel the programme if the necessary minimum number of participants have been enrolled Monday 20th December 2010.



In the event of the U.S. State Department issuing a travel warning which advises U.S citizens not to travel to the U.K., or if they are already in the U.K., to leave it, AIFS will:

- If the programme has not started, either make suitable alternative arrangements or cancel the programme and refund all fees paid.
- If the programme has started, suspend the programme and fly the students home. If students are returned home they will receive a pro-rata rebate of fees paid to AIFS for the proportion of the programme not completed, less the \$100 processing fee, the \$210 insurance premium, the \$50 non-refundable application fee and any costs incurred flying the student home.

ACCEPTANCE OF PROPOSAL

AIFS require written acceptance of this proposal as soon as possible in order to prepare programme materials, make the relevant bookings and to guarantee the price quoted. Please sign and date below to confirm that the components listed in this proposal fulfil your programme requirements. This will enable us to prepare your programme materials accurately.

A confirmation in writing is required by Friday, 12 November, 2010. Please sign and date below, and please fax this document in its entirety to Sharon Secki, Director of Admissions, AIFS, Partnership Programs in Stamford, CT on 203 399 5597.

PROPOSAL ACCEPTED BY _____
SADDLEBACK COLLEGE

DATE _____

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

STUDY ABROAD PROGRAM INFORMATION SUMMARY

1. PROGRAM										
Location/Destination:		Oxford, England			First Trip:		Yes:		No:	X
Dates:		From:	Mar 10, 2011	To:	May 20, 2011	Total No. of Days:		70		
Partner Name (Academic Institution):				American Institute for Foreign Study						
Address:		AIFS, Partnership Programs, River Plaza, 9 W. Broad Street, Stamford, Connecticut 06902								
Contact Person:		Sharon Secki			Telephone No.:		203-399-5507			
Description of Institution:		BA/MA Degree granting university in British university system								
Includes:	Accredited Instruction		Yes:	X	No:					
	Transfer College Units		Yes:	X	No:					
	Orientation		Yes:	X	No:					
	Books/Supplies		Yes:		No:	X				
	Tutors		Yes:		No:	X				
	Weekend Study Activities		Yes:	X	No:					
	Food		Yes:	X	No:					
	Transportation		Yes:	X	No:					
Lodging		Yes:	X	No:						
Other:		Three field trips within England: Bath-Stonehenge, London, Warwick-Castle-Stratford-Upon-Avon. Weekly on-site liaison to assist students with travel, planning, group activities, tours, life, etc.								
Does Not Include: (Examples: Local Transportation at home; Personal Items, etc.)			Local transportation, personal expenses, Saddleback College tuition, and books.							
Other:										
2. FACULTY										
Lead Faculty Name:		Gary Luke								
Coordinates Trip:		Yes:	X	No:						
If No, Explain:										
Travels to Site:		Yes:	X	No:						
Dates:		From:	3/10/11		To:	5/20/11				
Teaching Assignment at Program Site:		Yes:	X	No:						
Dates:		From:	3/10/11		To:	5/20/11				
Requires Substitute at IVC and/or SC?		Yes:		No:	X					
Unpaid Faculty Exchange:		Yes:		No:	X					
If Yes, Faculty Name(s) Required:										
Assignments to be Covered:										
Course No.:	Course Title:			Date(s)			Time(s)			
Eng. 1A	Principles of Composition I			1/10-3/11			M W 1:00 – 3:50 PM			
Eng. 1A	Principles of Composition I			1/10-3/11			T R 12:00 – 2:50 PM			
Eng. 1B	Principles of Composition II			1/10-3/11			M W 9:00 – 11:50 AM			
Other:										

3. COURSE(S) OFFERED AT PROGRAM SITE		No. of Units
Course No.:	Course Title:	
Eng. 25	Introduction to Literature (emphasizing Oxford, London and Bath)	3
Art 26	Survey of Art History: Renaissance to Modern (adjunct)	3
Knes 28	Yoga	1

4. STUDENTS		
Minimum number of students required to make program:		20
Minimum number of units:		12
Maximum number of units:		15
If this is a repeat program site, what is the average number of units taken per student?		12
Other		

5. COSTS		
Student:		\$ 6575
Contracted cost per student:		\$ 94
Average cost per day:		
<i>(It costs approximately \$13,000 per year for a student to reside in South Orange County and attend SOCCCD.)</i>		
College:		
Additional costs to the District?	Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	
If Yes Explain:		
Cost of substitute pay if instruction is also receiving salary for courses at IVC and/or SC during the same period of time.		\$
Other Costs		\$

6. OTHER ACTIVITIES NOT PART OF THE COURSE(S) (ATTACHMENTS)

7. TYPICAL WEEKLY SCHEDULE OF INSTRUCTIONAL/ACTIVITIES

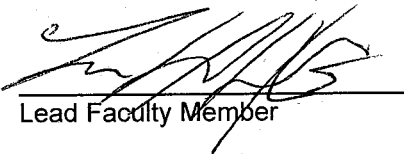
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8 a.m.							
9 a.m.			Art 26		Field trips		
10 a.m.			X		X		
11 a.m.			X		X		
12 Noon		Lunch	Lunch	Lunch	Lunch		
1 p.m.		Eng 25	X	Eng 25	X		
2 p.m.		X	X	X	X		
3 p.m.		X	X	X	X		
4 p.m.		X	X	X	X		
5 p.m.		Knes 28		Knes 28	X		
6 p.m.		X		X	X		
7 p.m.		X		X	X		
8 p.m.					X		
9 p.m.					X		
10 p.m.					X		

Exceptions to weekly schedule: Three of the ten weeks, students are on Field trips in Oxford.

8. ATTACHMENTS

N/A


9. REQUIRED SIGNATURES



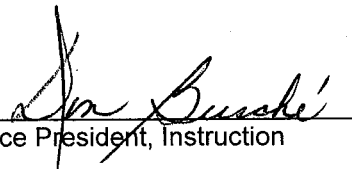
Lead Faculty Member 10/5/10
Date

Bill Stuenkel

Department Chair 10/5/10
Date



Division/School Dean 10/6/10
Date



Vice President, Instruction 10/12/10
Date



College President 10-12-10
Date

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

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

Spring 2011 Study Abroad in Oxford, England

This Agreement is made this 30th day of October, 2010 between the South Orange County Community College District, located at 28000 Marguerite Parkway, Mission Viejo, California ("DISTRICT") and AIFS (American Institute for Foreign Study), Partnership Programs, River Plaza, 9 W. Broad Street, Stamford, Connecticut 06902, ("TRAVEL CONTRACTOR") and is for the limited purpose of providing travel arrangements for the Educational Tour/Field Study Trip described on the Exhibits to this Agreement labeled "SPECIFIC TRIP DETAILS."

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

TRAVEL CONTRACTOR

DISTRICT

American Institute for Foreign Study
(AIFS)

South Orange County Community College
District

Date: _____

Date: _____

By: _____
Sharon Secki

By: _____
Dr. David Bugay

Title: Program Administrator AIFS

Title: Acting Vice Chancellor of
Business Services, SOCCCD

Address: Partnership Programs
River Plaza
9 W. Broad Street
Stamford, Connecticut 06902

Address: 28000 Marguerite Parkway
Mission Viejo, CA 92692

Phone: (203) 399-5507

Phone: (949) 582-4699

Phone No.: (866) 559-0235

Phone No.: _____

Current Travel Warnings

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

Sudan 10/01/2010
Eritrea 09/24/2010
Mexico 09/10/2010
Korea, Democratic People's Republic of 08/27/2010
Afghanistan 08/13/2010
Israel, the West Bank and Gaza 08/10/2010
Mali 08/06/2010
Mauritania 08/02/2010
Uzbekistan 07/22/2010
Pakistan 07/22/2010
Chad 07/09/2010
Haiti 06/24/2010
Guinea 06/16/2010
Nepal 06/15/2010
Nigeria 06/15/2010
Burundi 05/19/2010
Cote d'Ivoire 05/12/2010
Niger 05/11/2010
Georgia 05/03/2010
Congo, Democratic Republic of the 04/21/2010
Philippines 04/02/2010
Algeria 04/02/2010
Lebanon 03/29/2010
Iran 03/23/2010
Kenya 03/16/2010
Colombia 03/05/2010
Central African Republic 02/26/2010
Yemen 02/25/2010
Iraq 02/25/2010
Saudi Arabia 02/18/2010
Somalia 12/31/2009

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: Irvine Valley College: California Early Childhood Mentor Program
ACTION: Approval

BACKGROUND

Irvine Valley College Department of Human Development, Early Childhood Education has been associated with the California Early Childhood Mentor Program for the past eleven years. This grant is administered by the San Francisco Community College District (SFCCD) through a grant from the California State Department of Education. IVC is one of seventy community colleges throughout the state participating in the program. The program allows for a faculty member to coordinate the placements of college students with approved mentors in the Early Childhood Education Program. It provides services such as coordinating and offering courses, offering honoraria for faculty working with the program, and providing books and other instructional materials.

STATUS

The Department of Human Development, Irvine Valley College, seeks to continue participation in the Mentor Program for academic year 2010-2011. Approval of this agreement would provide a mentor-led training environment for student teachers in Early Childhood Education at IVC. The agreement was approved by SFCCD on September 1, 2010, and forwarded to IVC for approval. The agreement runs through June 30, 2011. There will be no impact on general funds.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees approve the agreement for the 2010-2011 academic year for the California Early Childhood Mentor Program between San Francisco Community College District and Irvine Valley College.



MEMORANDUM

TO: Mentor Coordinators
FROM: Linda Olivenbaum
SUBJECT: 2010-2011 Letter of Agreement
DATE: September 15, 2010

This year's Letter of Agreement is enclosed. It is important, as IT IS THE LEGAL "CONTRACT" BETWEEN OUR DISTRICT AND YOURS. IT MUST BE SIGNED BY AN ADMINISTRATOR WITH CONTRACTING AUTHORITY AT YOUR COLLEGE AND THE ORIGINAL MUST BE RETURNED TO US. Please make sure to keep a copy for your records.

Please note the **Master Agreement** and **Attachment A**. Attachment A specifies the budget amounts, numbers of Mentors and stipends for the year. Please contact me if you have any questions about this document.

Thanks for your patience with the length of time this process has taken! I appreciate your prompt attention and cooperation in getting the Letter and the Designation form signed and returned to us as quickly as possible.

**California Early Childhood Mentor Program
Allocation to Irvine Valley College
2010-2011**

Coordinators	\$625.
Printing/Copying	\$150.
TOTAL	\$775.

SAN FRANCISCO COMMUNITY COLLEGE DISTRICT
AGREEMENT
CALIFORNIA EARLY CHILDHOOD MENTOR PROGRAM

This Agreement, dated for reference purposes only, September 1, 2010, is entered into by and between: the San Francisco Community College District (SFCCD), hereinafter known as the "District," on behalf of its California Early Childhood Mentor Program, hereinafter known as the "Mentor Program," and Irvine Valley College/South Orange County Community College District, hereinafter known as "Contractor".

This agreement is entered into pursuant to San Francisco Community College District Board of Trustees Resolution No. 100527-B20.

Appropriation or Grant Number CN100069

RECITALS:

Whereas, the San Francisco Community College District has applied for and has received a grant from the California State Department of Education (Resolution 100527-B20) for the purposes of operating a Mentor Program; and

Whereas, the SFCCD has received authorization from its Board of Trustees to enter into agreements with California community colleges to provide such services as: coordinating and offering an adult supervision course and seminars for mentors and directors; coordinating and developing mentoring programs; offering honoraria for faculty working with the college mentoring program; providing books and other instructional materials for mentors; and printing and copying mentor materials.

Now, Therefore, the parties agree as follows:

1. **TERM:** The term of this Agreement shall commence on September 1, 2010 and terminate June 30, 2011 except as otherwise set forth in this agreement.
2. **SERVICES TO BE RENDERED BY CONTRACTOR:** The services to be rendered are incorporated by reference as in attachment A. If any terms of the attachment and this Agreement are in conflict, this Agreement shall prevail.
3. **PAYMENT:** Invoice to be submitted and payment as a stipend to be made by District to Contractor shall be as set forth in Attachment A.
4. **INDEPENDENT CONTRACTOR:** The parties agree that with regard to this Agreement, Contractor is an independent contractor and not an employee of the District.

Any terms in this Agreement or its attachments referring to direction from the District shall be construed as providing for direction as to policy and the result of work only, and not as to the means by which such a result is obtained.

5. **EXPENSES FOR EQUIPMENT, TOOLS, MATERIALS OR SUPPLIES:** Contractor shall supply, at no cost or charge to District, all equipment, tools, materials, and/or supplies to accomplish the services agreed to be performed unless otherwise provided in this agreement; District shall not be liable to Contractor for any expenses paid or incurred by Contractor not provided for in this agreement unless otherwise agreed to in advance in writing.
6. **ASSIGNMENT:** Contractor shall not assign this Agreement nor the consideration payable under this Agreement without the written consent of the District.

7. **TERMINATION:** District may terminate this Agreement for District's convenience and without cause at any time by giving the other parties written notice of such termination. The notice shall specify the date upon which the termination becomes effective. In the event of such termination, Contractor shall be paid for his/her services that have been performed to the satisfaction of the District under this Agreement, up to the date of termination. Any payment by District shall be conditioned on Contractor providing to the District any and all materials required by District related to the services rendered.

8. **WRITTEN NOTICE:** All notices required or permitted to be given by this Agreement shall be deemed given when personally delivered to the recipient thereof or two (2) days after it has been mailed by certified mail, return receipt requested, postage prepaid, and addressed to the parties.

Any party by a written notice to the other parties may change the address of notice or the names of the persons or parties to receive written notice.

9. **GOVERNING LAW:** This Agreement shall be construed in accordance with and governed by the laws of the State of California. Venue for all litigation relative to the formation, interpretation, and performance of the Agreement shall be in San Francisco.

10. **SEVERABILITY:** If any term, provision, covenant, or condition of the Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the rest of the Agreement shall remain in full force and effect and in no way shall be affected, impaired, or invalidated.

11. **NON-WAIVER:** The failure of any party to exercise any of its rights under this Agreement for a breach thereof shall not be deemed to be a waiver of such rights or a waiver of any subsequent breach.

12. **NO AUTHORITY TO BIND DISTRICT:** Contractor has no authority to enter into contracts or agreements on behalf of District. This Agreement does not create the relationship of agent, servant, employee, partnership or joint venture with the District.

13. **AMENDMENTS:** No amendment to this Agreement shall be effective unless it is in writing and signed by all parties.

14. **CONFLICT OF INTEREST:** Contractor states that it is familiar with provisions of Section 87100 et seq. of the Government Code and certifies that it does not know of any facts which constitute a violation of said provisions. In the event contractor receives any information subsequent to execution of this Agreement which might constitute a violation of said provisions, Contractor agrees it shall notify District of such information.

15. **DAMAGES:** Contractor shall be responsible for any and all damages resulting in whole or in part from Contractor's acts or omissions.

16. **INDEMNIFICATION:** Contractor shall defend and indemnify and hold harmless the District, its officers, and/or its employees from any and all claims, loss, damage, injury and liability of every kind, nature and description including those from or on behalf of employees of the Contractor, arising directly or indirectly from Contractor's performance of this Agreement, including but not limited to, the use of facilities or equipment provided by District or others, regardless of the active or passive negligence of, and regardless of whether liability without fault is imposed or sought to be imposed on District, its officers, and/or its employees except to the extent that such indemnity is void or otherwise unenforceable under applicable law in effect on or validly retroactive to the date of this Agreement and except where such claim, loss, damage, injury or liability is the result of the sole negligence or sole willful misconduct of District, its officers, and/or its employees.

Contractor specifically acknowledges and agrees that it has an independent obligation to defend the District, its officers, and/or its employees from any claim which actually or potentially falls within this indemnification provision even if such claim is or may be groundless, fraudulent or false.

Contractor's obligations under this section 16 shall survive the termination of this Agreement.

17. **COMPLIANCE WITH LAWS AND REGULATIONS:** Contractor shall keep informed of all laws and governmental regulations that may affect its obligations. It shall observe and comply with, and shall cause all its agents, employees, consultants, and subcontractors to observe and comply with all said laws and regulations, including obtaining business permits and licenses that may be required to carry out the work to be performed under this Agreement.

18. **LIABILITY OF DISTRICT:** District's obligations under this Agreement shall be limited to the payment of the compensation as provided for in Section 3 of this Agreement but shall also include activities as provided for in Attachment A. Notwithstanding any other provision of this Agreement, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits, arising out of or in connection with this Agreement or the services performed in connection with this Agreement.

19. **NON-DISCRIMINATION CLAUSE:** During the performance of this Agreement, District and Contractor shall not unlawfully discriminate, harass or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, disability (including HIV and AIDS), medical condition (cancer), age, marital status, denial of family and medical care leave and denial of pregnancy disability leave. District and Contractor shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. District and Contractor shall comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12900 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f) set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are incorporated into this contract by reference and made a part hereof as it set forth in full. District and Contractor shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

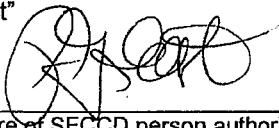
20. **BUDGET CONTINGENCY:** This Agreement is valid and enforceable only if sufficient funds are made available to the State by the United States Government or the California State Legislature for the Fiscal Year(s) covered by this agreement for the purpose of this program. In addition, this Agreement is subject to any additional restrictions, limitations, conditions or any statute enacted by the Congress or the State Legislature that may affect the provisions, terms or funding of this agreement in any manner.

21. **ENTIRE AGREEMENT/MODIFICATION:** This writing sets forth the entire Agreement between the parties, and supersedes all other oral or written provisions. This Agreement may be modified only by a written document executed and approved in the same manner as this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in triplicate on the date specified immediately adjacent to their signatures below.

"District"

By:



Signature of SFCCD person authorized to execute agreement

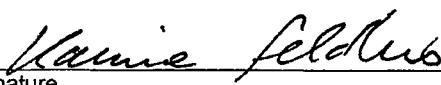
Print Name: Peter Goldstein

Title: Vice Chancellor for Finance and Administration

Date: September 1, 2010

"Contractor"

By:



Signature

Print Name: KARIMA FELDHUS

Title: Dean of Social & Behavioral Science

Address: Irvine Valley College

Date: 9/27/10

Recommended By:

Signature:



Print Name: Linda Olivenbaum

Title: Director, California Early Childhood Mentor Program

Address: 50 Phelan Avenue, S-10

San Francisco, CA 94112

Date: September 1, 2010

Approved as to Form by: Ronald Lee, General Counsel



Attachment A
Irvine Valley College/South Orange County Community College
District
September 1, 2010 – June 30, 2011

Santa Ana College will take the lead in the Orange Regional Early Childhood Mentor Program. In addition to Santa Ana College, the Orange Regional Early Childhood Mentor Program includes five colleges: Fullerton College, Irvine Valley College, Orange Coast College, Saddleback College and Santiago Canyon College. The Regional Program requires individual contracts between all five colleges and the San Francisco Community College District.

- A. San Francisco Community College District on behalf of the California Early Childhood Mentor Program shall provide the following resources for implementation of the Contractor's program, subject to the District's approval:
1. Updated materials and assistance to facilitate implementation of the program including a *Program Manual*, an In-Service Training Resource Guide, reporting forms and one-on-one technical assistance.
 2. Travel expenses for the Contractor's Local, Regional and College Coordinators to attend statewide meetings to discuss program elements, the status of implementation and materials. Travel expenses must be within state guidelines and limits as specified in the *Program Manual* and as may reasonably be revised by the District.
 3. \$625 for the Contractor's College Coordinator. The Contractor's Coordinator may be paid directly by the San Francisco Community College District in the sole discretion of the District. The District reserves the right to withhold and/or reduce the Coordinator payment if responsibilities listed in Section B are not fulfilled in a timely manner.
 4. \$150 for printing and copying costs for program implementation or Mentor materials. The Contractor's Coordinator may be reimbursed directly by the San Francisco Community College District in the sole discretion of the District, or through their local college.
- B. Contractor as a college agrees to designate a Regional Coordinator. The Coordinator shall be responsible for the following activities:

Selection and Re-Certification

1. Promoting the program on campus and in the community.
2. Enrolling teachers and providers in the Mentor Teacher/Adult Supervision Course, based on the syllabus provided in the *Program Manual* and as may reasonably be revised by the District. The Contractor as a college agrees to enroll students and to issue credit. The Contractor also agrees that it will accrue no ADA when instructional costs are reimbursed. Students pay tuition if they are receiving credit.
3. Recruiting qualified child care providers and directors from the community who may be interested in becoming Mentors.

4. Modifying and distributing Mentor and Director Mentor applications and establishing appropriate application deadlines as currently described in the *Program Manual* and as may reasonably be revised by the District.
5. Assuring compliance with selection criteria for Mentor Teachers and Director Mentors as set forth in Sections D and E below.
6. Adhering to the Policy on the Mentor Option in Campus Labs as currently described in the *Program Manual* and as may reasonably be revised by the District.
7. Modifying and distributing Mentor and Director Mentor Re-Certification applications, and establishing appropriate application deadlines as currently described in the *Program Manual* and as may reasonably be revised by the District.
8. Appointing a Selection Committee of up to 16 members. The Selection Committee shall include community college instructors, center directors, teachers and other child care practitioners who represent all sectors of the regional child development community (e.g., Head Start, preschool, subsidized, non-profit). The Selection Committee should reflect the diversity of program types, ethnicities and language capacities in the community.
9. Training Selection Committee Members in the use of the Harms and Clifford Scales: the Early Childhood Environment Rating Scale-Revised (ECERS-R), the Infant/Toddler Environment Rating Scale-Revised (ITERS-R), the School-Age Care Environment Rating Scale (SACERS), and Family Child Care Environment Rating Scale-Revised (FCCERS-R). Training Selection Committee Members in the use of the Program Administration Scale (PAS).
10. Serving as a Selection Committee Member as currently described in the *Program Manual* and as may reasonably be revised by the District. Such service is *optional* for local college or Regional Coordinators but **mandatory** for college Coordinators in a Region.
11. Scheduling meetings for the Selection Committee to review Mentor applications, evaluate applicants' centers or classroom sites, and to make final selections by **June 1st of each contract year**.
12. Notifying all New and Re-Certification applicants to inform them of final decisions as soon as possible after the final Selection Committee meeting.
13. Petitioning the District in writing that Mentor pool size be increased in an academic year. In such cases, determination will be made by Mentor Program staff based on current statewide allocations and student placement rates at the local college.
14. Maintaining eligibility requirements for Mentor Teachers in accordance with program policy as currently described in the *Program Manual* and as may reasonably be revised by the District.
15. Maintaining eligibility requirements for Director Mentors in accordance with program policy as currently described in the *Program Manual* and as may reasonably be revised by the District.

Professional Growth

16. Facilitating or arranging for facilitation of a 1-2 unit credit-optional monthly Seminar for Mentors to combine informal discussion of issues they confront in supervising student teachers with further study of supervision issues, leadership and mentoring skills.

17. Facilitating or arranging for facilitation of a 1-2 unit credit-optional monthly Seminar or continuing course for directors to study administrative issues, quality improvement strategies, leadership development and mentoring issues.
18. Providing Mentor and Director Seminar Instructors with the *Growing Leaders In-Service Training Resource Guide* and other necessary instructional materials as supplied by the District.
19. Ensuring that instructors for the Mentor and Director Seminars are regularly evaluated in accordance with college policies.
20. Supporting Mentor In-Service Training activities with Mentor materials and other appropriate funding where available.
21. Approving In-Service Training Contracts for annual Professional Development activities for Mentor Teachers as currently described in the *Program Manual* and as may reasonably be revised by the District.

Placements and Stipend Activities

22. Working within the college's administrative procedures to institutionalize the Mentor Program. This includes seeking curriculum committee approval for courses, including program information in the college catalog and course schedule, and establishing load credit for practicum instructors who support placements with Mentors.
23. Providing the District with official course outlines for all courses in which students may be placed with Mentors.
24. Placing students with Mentors, acting as intermediary between the student and Mentor, and monitoring the Mentors' work. The college agrees to offer the placement with a Mentor as an alternative to the existing practicum course(s).
25. Overseeing student placements with Mentors to ensure only one student will be in the Mentor's classroom at a time.
26. Approving the following as currently described in the *Program Manual* and as may reasonably be revised by the District:
 - Mentor-protégé contracts for Post-Practicum placements;
 - Mentor-student contracts for Individual Student Mentoring;
 - Hourly Mentoring Record stipends for short-term mentoring services;
 - Hourly Birth to Three/FCCH Mentoring Record stipends for short-term mentoring services for Infant/Toddler and Family Child Care teachers and providers;
 - Director Mentor-protégé director contracts for Director placements;
 - Hourly Director Mentoring Record stipends for short-term mentoring services;
 - Hourly Birth to Three/FCCH Director Mentoring Record stipends for short-term mentoring services for Infant/Toddler directors and Large Family Child Care providers
27. Approving Practicum, Post-Practicum, Individual Student Mentoring Contracts and Mentoring Record hours for use with CDC-WORKs! (formerly TANF-CDC) students as currently described in the *Program Manual* subject to the guidelines on Mentor Usage Limitation as set forth by the CDC-WORKs! Program and as may reasonably be revised by the District.
28. Serving, if requested and willing, as a Field Trainer as currently described in the *Program Manual* and as may reasonably be revised by the District.

Payments

29. Maintaining records of all costs and disbursements and reporting these monthly to the District in a timely and accurate manner.
30. Submitting authorizations to pay all stipends within 30 days following the end of the placement.
31. Submitting all fiscal reporting and requests for reimbursement to the District no later than **June 15th of each contract year.**
32. Acknowledging that the Coordinator's payment may be withheld and/or reduced if reporting is not accomplished in a timely manner.
33. Applying for and utilizing Additional Funding to Support Instructional Costs for an Adult Supervision Course if appropriate.
34. Applying for and utilizing Supplemental Support Funding for Large Area Programs if appropriate.
35. Applying for and utilizing Supplemental Support Funding for the Director Mentor Component if appropriate.
36. Providing full reporting on the use of any Supplemental Support Funding as currently described in the *Program Manual* and as may reasonably be revised by the District.

Evaluations

37. Facilitating program evaluation.
38. Requiring completion of Student Evaluation of Mentor Teacher, Director Mentor Contract Self-Evaluation, Director Mentor Contract Evaluation: Protégé, Birth to Three/FCCH Mentoring Record Protégé Evaluation, Birth to Three/FCCH Director Mentoring Record Protégé Evaluation, and Director Seminar Evaluation Forms by program participants.

Agreements and Reports

39. Completing and submitting to the District Quarterly Reports as follows:
 - First Quarter: August 1 to October 31, due **October 31st of each contract year**
 - Second Quarter: November 1 to January 31, due **January 31st of each contract year**
 - Third Quarter: February 1, to April 30, due **April 30th of each contract year**
40. Completing and submitting to the District all Annual Reporting materials on or before **June 15th of each contract year.**

Mentor Program Meetings

41. Attending all required Coordinator meetings and/or being responsible for acquiring and understanding the information and materials presented at these meetings.
42. Selecting eligible participants for the annual Mentor Institute.
43. If the college is participating in the CDC-WORKs! Program, collaborating with the Child Development Training Consortium Campus Coordinator, CDC-WORKs! Program Facilitator, and CDC-WORKs! CalWORKS Liaison two times per semester.

Maintaining Records

44. Keeping records on each Mentor's placement history, student evaluations of the Mentor, the Mentor's application and re-certification, and stipend amounts. Keeping comparable records for each Director Mentor.
 45. Maintaining program data and records in archives for five years.
- C. Contractor will designate a College Coordinator to perform the following functions:
1. Place students with Mentors, act as intermediary between the student and Mentor, and monitor the Mentors' work. The college agrees to offer the placement with a Mentor as an alternative to the existing practicum course(s).
 2. Collect student evaluations of Mentors and provide the Regional Coordinator—in a timely and accurate manner—with any data necessary for the monthly, quarterly or annual reports.
 3. Serve on the regional Selection Committee.
 4. Facilitate the evaluation of the statewide program.
 5. If the college is participating in the CDC-WORKS! Program, collaborate with the Child Development Training Consortium Campus Coordinator, CDC-WORKS! Program Facilitator, and CDC-WORKS! CalWORKS Liaison two times per semester.
- D. Contractor will designate an instructor who will be responsible for teaching the Mentor Teacher/Adult Supervision Course, a 2-unit course on adult supervision skills for Mentor candidates, based on a course syllabus included in the *Program Manual* and as may be reasonably revised by the District.
- E. Contractor shall insure that Classroom Mentor applicants shall complete the following requirements in order to be considered for selection:
1. A college level Early Childhood training program that included an Early Childhood practicum supervised by a college instructor for credit. Candidates must submit a transcript proving completion of this requirement.
 2. The two-unit Mentor Teacher/Adult Supervision Course, as described in Sections B.2 and D in this Attachment.
 3. Two years of experience as a classroom teacher or family child care provider.
 4. Eligibility for the Master Teacher Level, or higher, of the California Child Development Permit.
 5. The Mentor Application (see *Program Manual*) which includes information on the applicant's educational background and experience, a personal statement, a transcript proving completion of the practicum as part of her/his Early Childhood education and the Harms and Clifford rating sheet from her/his self-review. The Application also includes a "supervisor's agreement" to support the candidate's application and participation as a Mentor. As public elementary school teachers have their own mentoring program, they are not eligible to participate in the California Early Childhood Mentor Program.
 6. A site review of the center's National Association for the Education of Young Children (NAEYC) accreditation status by members of the Mentor Selection Committee and direct observation of teaching practices, or completion of a site review and self study

using the appropriate Harms and Clifford Scale (ECERS-R, ITERS-R, SACERS or FCCERS-R).

- F. Contractor shall ensure that Director Mentor applicants shall complete the following requirements in order to be considered for selection:
 - 1. Three years of experience as a director or site supervisor in a child development program (current or prior).
 - 2. Successful completion of a Director Mentor Institute as currently described in the *Program Manual* and as may be reasonably revised by the District.
 - 3. The Director Mentor Application (see *Program Manual*) which includes information on the applicant's educational background, experience, statement of program philosophy, selection of items for Program Administration Scale (PAS) review, and references.
 - 4. Completion of a Program Administration Scale (PAS) interview by members of the Mentor Selection Committee. A site review of the applicant's worksite (if applicable).

- G. Contractor agrees to provide the following resources for implementation of the program:
 - 1. Facilities for the Mentor Teacher/Adult Supervision Course, Selection Committee training and meetings, the Mentor Seminar and the Director Seminar as currently described in the *Program Manual* and as may be reasonably revised by the District.
 - 2. Funds for program costs in excess of amounts provided in Section A of this agreement.

- H. Contractor agrees that in cases where active Mentors from other Regional or Local Mentor Programs wish to apply to this college's program, acceptance and selection will be at the discretion of this college's Selection Committee based on space availability and other selection criteria.

- I. District reserves the right to withdraw the resources listed in Section A for non-performance of activities and requirements listed in Sections B through G. Written notice of such withdrawal—and a procedure and timeline to appeal such a decision—will be provided to Contractor.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
POSITION REQUEST LIST: IRVINE VALLEY COLLEGE
FACULTY HIRING FOR 2011-2012 ACADEMIC YEAR**

Priority	School	Discipline/Emphasis	Replacement Position	New Position	Tier 1, 2, 3
1	Library Services	Librarian	Fred Forbes		1
2	Library Services	Librarian		X	2
3	Mathematics, CS & Engineering	Math Learning Center		X	3
4	Humanities & Languages	History	Maddie Benson		1
5	Mathematics, CS & Engineering	Computer Science		X	2
6	Humanities & Languages	ESL	Kathy Ledbetter		1
7	Health Sciences, PE & Athletics	Counselor, Athletics		X	2
8	Fine Arts	Drawing & Prints	George Kyle		1
9	Humanities & Languages	Japanese		X	2
10	Fine Arts	Dance	Greg Bishopp		1
11	Social & Behavioral Sciences	Economics		X	2
12	Business Sciences	Accounting & Management	Terry Thorpe		1
13	Mathematics, CS & Engineering	Mathematics		X	2
14	Fine Arts	Speech	Craig Grossman		1
15	Physical Sciences & Technologies	Chemistry		X	2

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: Saddleback College: Early Childhood Mentor Program
ACTION: Approval

BACKGROUND

During the past fourteen years, Saddleback College has participated in the California Early Childhood Mentor Program, funded by the California Department of Education and administered through San Francisco Community College District. This grant is delivered by more than seventy community colleges through regional programs. The purpose of the grant is to recruit and select experienced early childhood educators and directors to be mentors to student teachers and novice directors.

STATUS

Saddleback College has been asked to participate in this grant again as a member of the Orange County Regional Early Childhood Mentor Program for the period of September 1, 2010 through June 30, 2011. The grant requires individual contracts between all colleges in the regional program and the San Francisco Community College District as shown in Exhibit A. Participation in this program will have no fiscal impact on the Saddleback College general fund budget.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees approve the participation of Saddleback College in the Orange County Regional Early Childhood Mentor Program as shown in Exhibit A.

SAN FRANCISCO COMMUNITY COLLEGE DISTRICT

AGREEMENT

CALIFORNIA EARLY CHILDHOOD MENTOR PROGRAM

This Agreement, dated for reference purposes only, September 1, 2010, is entered into by and between: the San Francisco Community College District (SFCCD), hereinafter known as the "District," on behalf of its California Early Childhood Mentor Program, hereinafter known as the "Mentor Program," and Saddleback College/South Orange County Community College District, hereinafter known as "Contractor".

This agreement is entered into pursuant to San Francisco Community College District Board of Trustees Resolution No. 100527-B20.

Appropriation or Grant Number CN100069

RECITALS:

Whereas, the San Francisco Community College District has applied for and has received a grant from the California State Department of Education (Resolution 100527-B20) for the purposes of operating a Mentor Program; and

Whereas, the SFCCD has received authorization from its Board of Trustees to enter into agreements with California community colleges to provide such services as: coordinating and offering an adult supervision course and seminars for mentors and directors; coordinating and developing mentoring programs; offering honoraria for faculty working with the college mentoring program; providing books and other instructional materials for mentors; and printing and copying mentor materials.

Now, Therefore, the parties agree as follows:

1. **TERM:** The term of this Agreement shall commence on September 1, 2010 and terminate June 30, 2011 except as otherwise set forth in this agreement.
2. **SERVICES TO BE RENDERED BY CONTRACTOR:** The services to be rendered are incorporated by reference as in attachment A. If any terms of the attachment and this Agreement are in conflict, this Agreement shall prevail.
3. **PAYMENT:** Invoice to be submitted and payment as a stipend to be made by District to Contractor shall be as set forth in Attachment A.
4. **INDEPENDENT CONTRACTOR:** The parties agree that with regard to this Agreement, Contractor is an independent contractor and not an employee of the District.

Any terms in this Agreement or its attachments referring to direction from the District shall be construed as providing for direction as to policy and the result of work only, and not as to the means by which such a result is obtained.

5. **EXPENSES FOR EQUIPMENT, TOOLS, MATERIALS OR SUPPLIES:** Contractor shall supply, at no cost or charge to District, all equipment, tools, materials, and/or supplies to accomplish the services agreed to be performed unless otherwise provided in this agreement; District shall not be liable to Contractor for any expenses paid or incurred by Contractor not provided for in this agreement unless otherwise agreed to in advance in writing.
6. **ASSIGNMENT:** Contractor shall not assign this Agreement nor the consideration payable under this Agreement without the written consent of the District.

7. **TERMINATION**: District may terminate this Agreement for District's convenience and without cause at any time by giving the other parties written notice of such termination. The notice shall specify the date upon which the termination becomes effective. In the event of such termination, Contractor shall be paid for his/her services that have been performed to the satisfaction of the District under this Agreement, up to the date of termination. Any payment by District shall be conditioned on Contractor providing to the District any and all materials required by District related to the services rendered.

8. **WRITTEN NOTICE**: All notices required or permitted to be given by this Agreement shall be deemed given when personally delivered to the recipient thereof or two (2) days after it has been mailed by certified mail, return receipt requested, postage prepaid, and addressed to the parties.

Any party by a written notice to the other parties may change the address of notice or the names of the persons or parties to receive written notice.

9. **GOVERNING LAW**: This Agreement shall be construed in accordance with and governed by the laws of the State of California. Venue for all litigation relative to the formation, interpretation, and performance of the Agreement shall be in San Francisco.

10. **SEVERABILITY**: If any term, provision, covenant, or condition of the Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the rest of the Agreement shall remain in full force and effect and in no way shall be affected, impaired, or invalidated.

11. **NON-WAIVER**: The failure of any party to exercise any of its rights under this Agreement for a breach thereof shall not be deemed to be a waiver of such rights or a waiver of any subsequent breach.

12. **NO AUTHORITY TO BIND DISTRICT**: Contractor has no authority to enter into contracts or agreements on behalf of District. This Agreement does not create the relationship of agent, servant, employee, partnership or joint venture with the District.

13. **AMENDMENTS**: No amendment to this Agreement shall be effective unless it is in writing and signed by all parties.

14. **CONFLICT OF INTEREST**: Contractor states that it is familiar with provisions of Section 87100 et seq. of the Government Code and certifies that it does not know of any facts which constitute a violation of said provisions. In the event contractor receives any information subsequent to execution of this Agreement which might constitute a violation of said provisions, Contractor agrees it shall notify District of such information.

15. **DAMAGES**: Contractor shall be responsible for any and all damages resulting in whole or in part from Contractor's acts or omissions.

16. **INDEMNIFICATION**: Contractor shall defend and indemnify and hold harmless the District, its officers, and/or its employees from any and all claims, loss, damage, injury and liability of every kind, nature and description including those from or on behalf of employees of the Contractor, arising directly or indirectly from Contractor's performance of this Agreement, including but not limited to, the use of facilities or equipment provided by District or others, regardless of the active or passive negligence of, and regardless of whether liability without fault is imposed or sought to be imposed on District, its officers, and/or its employees except to the extent that such indemnity is void or otherwise unenforceable under applicable law in effect on or validly retroactive to the date of this Agreement and except where such claim, loss, damage, injury or liability is the result of the sole negligence or sole willful misconduct of District, its officers, and/or its employees.

Contractor specifically acknowledges and agrees that it has an independent obligation to defend the District, its officers, and/or its employees from any claim which actually or potentially falls within this indemnification provision even if such claim is or may be groundless, fraudulent or false.

Contractor's obligations under this section 16 shall survive the termination of this Agreement.

17. **COMPLIANCE WITH LAWS AND REGULATIONS:** Contractor shall keep informed of all laws and governmental regulations that may affect its obligations. It shall observe and comply with, and shall cause all its agents, employees, consultants, and subcontractors to observe and comply with all said laws and regulations, including obtaining business permits and licenses that may be required to carry out the work to be performed under this Agreement.

18. **LIABILITY OF DISTRICT:** District's obligations under this Agreement shall be limited to the payment of the compensation as provided for in Section 3 of this Agreement but shall also include activities as provided for in Attachment A. Notwithstanding any other provision of this Agreement, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits, arising out of or in connection with this Agreement or the services performed in connection with this Agreement.

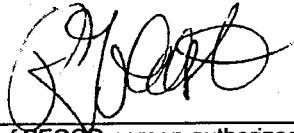
19. **NON-DISCRIMINATION CLAUSE:** During the performance of this Agreement, District and Contractor shall not unlawfully discriminate, harass or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, disability (including HIV and AIDS), medical condition (cancer), age, marital status, denial of family and medical care leave and denial of pregnancy disability leave. District and Contractor shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. District and Contractor shall comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12900 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f) set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are incorporated into this contract by reference and made a part hereof as it set forth in full. District and Contractor shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

20. **BUDGET CONTINGENCY:** This Agreement is valid and enforceable only if sufficient funds are made available to the State by the United States Government or the California State Legislature for the Fiscal Year(s) covered by this agreement for the purpose of this program. In addition, this Agreement is subject to any additional restrictions, limitations, conditions or any statute enacted by the Congress or the State Legislature that may affect the provisions, terms or funding of this agreement in any manner.

21. **ENTIRE AGREEMENT/MODIFICATION:** This writing sets forth the entire Agreement between the parties, and supersedes all other oral or written provisions. This Agreement may be modified only by a written document executed and approved in the same manner as this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in triplicate on the date specified immediately adjacent to their signatures below.

"District"



"Contractor"

By: _____
Signature of SFCCD person authorized to execute agreement

By: _____
Signature

Print Name: Peter Goldstein

Print Name: _____

Title: Vice Chancellor for Finance and Administration

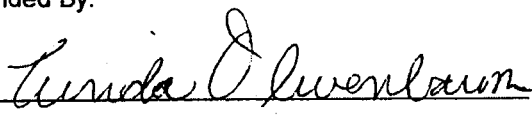
Title: _____

Date: September 1, 2010

Address: _____

Date: _____

Recommended By:

Signature: 

Print Name: Linda Olivenbaum

Title: Director, California Early Childhood Mentor Program

Address: 50 Pheasant Avenue, S-10

San Francisco, CA 94112

Date: September 1, 2010

Approved as to Form by: Ronald Lee, General Counsel



Attachment A
Saddleback College/South Orange County Community College
District
September 1, 2010 – June 30, 2011

Santa Ana College will take the lead in the Orange Regional Early Childhood Mentor Program. In addition to Santa Ana College, the Orange Regional Early Childhood Mentor Program includes five colleges: Fullerton College, Irvine Valley College, Orange Coast College, Saddleback College and Santiago Canyon College. The Regional Program requires individual contracts between all five colleges and the San Francisco Community College District.

- A. San Francisco Community College District on behalf of the California Early Childhood Mentor Program shall provide the following resources for implementation of the Contractor's program, subject to the District's approval:
1. Updated materials and assistance to facilitate implementation of the program including a *Program Manual*, an In-Service Training Resource Guide, reporting forms and one-on-one technical assistance.
 2. Travel expenses for the Contractor's Local, Regional and College Coordinators to attend statewide meetings to discuss program elements, the status of implementation and materials. Travel expenses must be within state guidelines and limits as specified in the *Program Manual* and as may reasonably be revised by the District.
 3. \$625 for the Contractor's College Coordinator. The Contractor's Coordinator may be paid directly by the San Francisco Community College District in the sole discretion of the District. The District reserves the right to withhold and/or reduce the Coordinator payment if responsibilities listed in Section B are not fulfilled in a timely manner.
 4. \$150 for printing and copying costs for program implementation or Mentor materials. The Contractor's Coordinator may be reimbursed directly by the San Francisco Community College District in the sole discretion of the District, or through their local college.
- B. Contractor as a college agrees to designate a Regional Coordinator. The Coordinator shall be responsible for the following activities:

Selection and Re-Certification

1. Promoting the program on campus and in the community.
2. Enrolling teachers and providers in the Mentor Teacher/Adult Supervision Course, based on the syllabus provided in the *Program Manual* and as may reasonably be revised by the District. The Contractor as a college agrees to enroll students and to issue credit. The Contractor also agrees that it will accrue no ADA when instructional costs are reimbursed. Students pay tuition if they are receiving credit.
3. Recruiting qualified child care providers and directors from the community who may be interested in becoming Mentors.

4. Modifying and distributing Mentor and Director Mentor applications and establishing appropriate application deadlines as currently described in the *Program Manual* and as may reasonably be revised by the District.
5. Assuring compliance with selection criteria for Mentor Teachers and Director Mentors as set forth in Sections D and E below.
6. Adhering to the Policy on the Mentor Option in Campus Labs as currently described in the *Program Manual* and as may reasonably be revised by the District.
7. Modifying and distributing Mentor and Director Mentor Re-Certification applications, and establishing appropriate application deadlines as currently described in the *Program Manual* and as may reasonably be revised by the District.
8. Appointing a Selection Committee of up to 16 members. The Selection Committee shall include community college instructors, center directors, teachers and other child care practitioners who represent all sectors of the regional child development community (e.g., Head Start, preschool, subsidized, non-profit). The Selection Committee should reflect the diversity of program types, ethnicities and language capacities in the community.
9. Training Selection Committee Members in the use of the Harms and Clifford Scales: the Early Childhood Environment Rating Scale-Revised (ECERS-R), the Infant/Toddler Environment Rating Scale-Revised (ITERS-R), the School-Age Care Environment Rating Scale (SACERS), and Family Child Care Environment Rating Scale-Revised (FCCERS-R). Training Selection Committee Members in the use of the Program Administration Scale (PAS).
10. Serving as a Selection Committee Member as currently described in the *Program Manual* and as may reasonably be revised by the District. Such service is *optional* for local college or Regional Coordinators but **mandatory** for college Coordinators in a Region.
11. Scheduling meetings for the Selection Committee to review Mentor applications, evaluate applicants' centers or classroom sites, and to make final selections by **June 1st of each contract year**.
12. Notifying all New and Re-Certification applicants to inform them of final decisions as soon as possible after the final Selection Committee meeting.
13. Petitioning the District in writing that Mentor pool size be increased in an academic year. In such cases, determination will be made by Mentor Program staff based on current statewide allocations and student placement rates at the local college.
14. Maintaining eligibility requirements for Mentor Teachers in accordance with program policy as currently described in the *Program Manual* and as may reasonably be revised by the District.
15. Maintaining eligibility requirements for Director Mentors in accordance with program policy as currently described in the *Program Manual* and as may reasonably be revised by the District.

Professional Growth

16. Facilitating or arranging for facilitation of a 1-2 unit credit-optional monthly Seminar for Mentors to combine informal discussion of issues they confront in supervising student teachers with further study of supervision issues, leadership and mentoring skills.

17. Facilitating or arranging for facilitation of a 1-2 unit credit-optional monthly Seminar or continuing course for directors to study administrative issues, quality improvement strategies, leadership development and mentoring issues.
18. Providing Mentor and Director Seminar Instructors with the *Growing Leaders In-Service Training Resource Guide* and other necessary instructional materials as supplied by the District.
19. Ensuring that instructors for the Mentor and Director Seminars are regularly evaluated in accordance with college policies.
20. Supporting Mentor In-Service Training activities with Mentor materials and other appropriate funding where available.
21. Approving In-Service Training Contracts for annual Professional Development activities for Mentor Teachers as currently described in the *Program Manual* and as may reasonably be revised by the District.

Placements and Stipend Activities

22. Working within the college's administrative procedures to institutionalize the Mentor Program. This includes seeking curriculum committee approval for courses, including program information in the college catalog and course schedule, and establishing load credit for practicum instructors who support placements with Mentors.
23. Providing the District with official course outlines for all courses in which students may be placed with Mentors.
24. Placing students with Mentors, acting as intermediary between the student and Mentor, and monitoring the Mentors' work. The college agrees to offer the placement with a Mentor as an alternative to the existing practicum course(s).
25. Overseeing student placements with Mentors to ensure only one student will be in the Mentor's classroom at a time.
26. Approving the following as currently described in the *Program Manual* and as may reasonably be revised by the District:
 - Mentor-protégé contracts for Post-Practicum placements;
 - Mentor-student contracts for Individual Student Mentoring;
 - Hourly Mentoring Record stipends for short-term mentoring services;
 - Hourly Birth to Three/FCCH Mentoring Record stipends for short-term mentoring services for Infant/Toddler and Family Child Care teachers and providers;
 - Director Mentor-protégé director contracts for Director placements;
 - Hourly Director Mentoring Record stipends for short-term mentoring services;
 - Hourly Birth to Three/FCCH Director Mentoring Record stipends for short-term mentoring services for Infant/Toddler directors and Large Family Child Care providers
27. Approving Practicum, Post-Practicum, Individual Student Mentoring Contracts and Mentoring Record hours for use with CDC-WORKs! (formerly TANF-CDC) students as currently described in the *Program Manual* subject to the guidelines on Mentor Usage Limitation as set forth by the CDC-WORKs! Program and as may reasonably be revised by the District.
28. Serving, if requested and willing, as a Field Trainer as currently described in the *Program Manual* and as may reasonably be revised by the District.

Payments

29. Maintaining records of all costs and disbursements and reporting these monthly to the District in a timely and accurate manner.
30. Submitting authorizations to pay all stipends within 30 days following the end of the placement.
31. Submitting all fiscal reporting and requests for reimbursement to the District no later than **June 15th of each contract year.**
32. Acknowledging that the Coordinator's payment may be withheld and/or reduced if reporting is not accomplished in a timely manner.
33. Applying for and utilizing Additional Funding to Support Instructional Costs for an Adult Supervision Course if appropriate.
34. Applying for and utilizing Supplemental Support Funding for Large Area Programs if appropriate.
35. Applying for and utilizing Supplemental Support Funding for the Director Mentor Component if appropriate.
36. Providing full reporting on the use of any Supplemental Support Funding as currently described in the *Program Manual* and as may reasonably be revised by the District.

Evaluations

37. Facilitating program evaluation.
38. Requiring completion of Student Evaluation of Mentor Teacher, Director Mentor Contract Self-Evaluation, Director Mentor Contract Evaluation: Protégé, Birth to Three/FCCH Mentoring Record Protégé Evaluation, Birth to Three/FCCH Director Mentoring Record Protégé Evaluation, and Director Seminar Evaluation Forms by program participants.

Agreements and Reports

39. Completing and submitting to the District Quarterly Reports as follows:
 - First Quarter: August 1 to October 31, due **October 31st of each contract year**
 - Second Quarter: November 1 to January 31, due **January 31st of each contract year**
 - Third Quarter: February 1, to April 30, due **April 30th of each contract year**
40. Completing and submitting to the District all Annual Reporting materials on or before **June 15th of each contract year.**

Mentor Program Meetings

41. Attending all required Coordinator meetings and/or being responsible for acquiring and understanding the information and materials presented at these meetings.
42. Selecting eligible participants for the annual Mentor Institute.
43. If the college is participating in the CDC-WORKs! Program, collaborating with the Child Development Training Consortium Campus Coordinator, CDC-WORKs! Program Facilitator, and CDC-WORKs! CalWORKs Liaison two times per semester.

Maintaining Records

44. Keeping records on each Mentor's placement history, student evaluations of the Mentor, the Mentor's application and re-certification, and stipend amounts. Keeping comparable records for each Director Mentor.
 45. Maintaining program data and records in archives for five years.
- C. Contractor will designate a College Coordinator to perform the following functions:
1. Place students with Mentors, act as intermediary between the student and Mentor, and monitor the Mentors' work. The college agrees to offer the placement with a Mentor as an alternative to the existing practicum course(s).
 2. Collect student evaluations of Mentors and provide the Regional Coordinator—in a timely and accurate manner—with any data necessary for the monthly, quarterly or annual reports.
 3. Serve on the regional Selection Committee.
 4. Facilitate the evaluation of the statewide program.
 5. If the college is participating in the CDC-WORKs! Program, collaborate with the Child Development Training Consortium Campus Coordinator, CDC-WORKs! Program Facilitator, and CDC-WORKs! CalWORKS Liaison two times per semester.
- D. Contractor will designate an instructor who will be responsible for teaching the Mentor Teacher/Adult Supervision Course, a 2-unit course on adult supervision skills for Mentor candidates, based on a course syllabus included in the *Program Manual* and as may be reasonably revised by the District.
- E. Contractor shall insure that Classroom Mentor applicants shall complete the following requirements in order to be considered for selection:
1. A college level Early Childhood training program that included an Early Childhood practicum supervised by a college instructor for credit. Candidates must submit a transcript proving completion of this requirement.
 2. The two-unit Mentor Teacher/Adult Supervision Course, as described in Sections B.2 and D in this Attachment.
 3. Two years of experience as a classroom teacher or family child care provider.
 4. Eligibility for the Master Teacher Level, or higher, of the California Child Development Permit.
 5. The Mentor Application (see *Program Manual*) which includes information on the applicant's educational background and experience, a personal statement, a transcript proving completion of the practicum as part of her/his Early Childhood education and the Harms and Clifford rating sheet from her/his self-review. The Application also includes a "supervisor's agreement" to support the candidate's application and participation as a Mentor. As public elementary school teachers have their own mentoring program, they are not eligible to participate in the California Early Childhood Mentor Program.
 6. A site review of the center's National Association for the Education of Young Children (NAEYC) accreditation status by members of the Mentor Selection Committee and direct observation of teaching practices, or completion of a site review and self study

using the appropriate Harms and Clifford Scale (ECERS-R, ITERS-R, SACERS or FCCERS-R).

- F. Contractor shall ensure that Director Mentor applicants shall complete the following requirements in order to be considered for selection:
1. Three years of experience as a director or site supervisor in a child development program (current or prior).
 2. Successful completion of a Director Mentor Institute as currently described in the *Program Manual* and as may be reasonably revised by the District.
 3. The Director Mentor Application (see *Program Manual*) which includes information on the applicant's educational background, experience, statement of program philosophy, selection of items for Program Administration Scale (PAS) review, and references.
 4. Completion of a Program Administration Scale (PAS) interview by members of the Mentor Selection Committee. A site review of the applicant's worksite (if applicable).
- G. Contractor agrees to provide the following resources for implementation of the program:
1. Facilities for the Mentor Teacher/Adult Supervision Course, Selection Committee training and meetings, the Mentor Seminar and the Director Seminar as currently described in the *Program Manual* and as may be reasonably revised by the District.
 2. Funds for program costs in excess of amounts provided in Section A of this agreement.
- H. Contractor agrees that in cases where active Mentors from other Regional or Local Mentor Programs wish to apply to this college's program, acceptance and selection will be at the discretion of this college's Selection Committee based on space availability and other selection criteria.
- I. District reserves the right to withdraw the resources listed in Section A for non-performance of activities and requirements listed in Sections B through G. Written notice of such withdrawal—and a procedure and timeline to appeal such a decision—will be provided to Contractor.

**CHILD DEVELOPMENT TRAINING CONSORTIUM
2010-2011 INSTRUCTIONAL AGREEMENT
AGREEMENT NUMBER 10-11 - 4161**

This Agreement is made and entered into this 1st day of September, 2010, by and between the Yosemite Community College District, Child Development Training Consortium, hereafter called the YCCD/CDTC, and **Saddleback College**, hereafter called the CONTRACTOR.

WITNESSETH: That the CONTRACTOR for and in consideration of the covenants, conditions, agreements, and stipulations of the YCCD/CDTC hereinafter expressed, does hereby agree to furnish to the YCCD/CDTC services as follows:

I. STATEMENT OF WORK

- A. The CONTRACTOR will designate a Campus Coordinator. The Campus Coordinator will be responsible to prepare and submit all required reports; coordinate all Consortium activities; attend two (2) mandatory YCCD/CDTC sponsored meetings at YCCD/CDTC expense; and inform child development/early childhood education department of program requirements and components specific to campus Child Development Training Consortium.

Effective September 2010, the designated Campus Coordinator is preferably either full-time or adjunct faculty, department chair, or director of the campus child development lab center/children's center. If the current Campus Coordinator does not meet these recommendations, they are permitted to continue in the position and new requirements will be applicable upon designation of a new Campus Coordinator. Since the requirement of faculty is preferred, but not required, exceptions will be considered by YCCD/CDTC on an individual basis.

The Campus Coordinator must be located on campus with regularly scheduled office hours; thereby being accessible to students enrolled in the program. The YCCD/CDTC must be notified in writing within fifteen (15) calendar days of any change in Campus Coordinator status.

- B. The CONTRACTOR will generate up to **400 units** of college credit by enrolling students in courses required by the California Commission on Teacher Credentialing to obtain a new or renew a currently held Child Development Permit. Enrolled units must be completed between July 1, 2010, and June 30, 2011. Physical education courses and general work experience courses are excluded. Child development work experience and remedial courses are included.
- C. The CONTRACTOR will make good faith efforts to recruit and employ qualified faculty who reflect the ethnic makeup of the student population.
- D. The CONTRACTOR will provide appropriate community college courses, which:
1. Meet the requirements of the Child Development Permit Matrix (included in this Agreement as Appendix A) and/or child care licensing regulations.

2. Are degree or certificate applicable.
3. Are offered for credit with the possible exception of remedial courses.
4. Are transferable whenever possible.
5. Are available to family child care providers and employees of child care/development programs serving infants through school-age children.
6. Are responsive to local community needs.

E. The CONTRACTOR will enroll students who meet the YCCD/CDTC eligibility criteria, numbered 1 through 5 below. Student eligibility must be verified each semester/term using the Participant Profile.

1. Student must be seeking a new or maintaining a currently held Child Development Permit, **AND**
2. At the time of enrollment, the student must be employed by a child care/development program including licensed family child care and out-of-school care. Center-based programs must be licensed or eligible for an exemption according to Department of Social Services (DSS) regulations. Licensed exempt centers are limited to the following: on school site, parents on site, military, tribal, employment agency, parks and recreation, adult ed/child care, home based program and before/after school program. Employment in a kindergarten classroom is also acceptable, **AND**
3. Student employment must directly benefit children and/or families. The employment experience must be acceptable to the California Commission on Teacher Credentialing for purposes of obtaining a Child Development Permit, even if experience is not required for the permit, **AND**
4. Student must work in the state of California.
5. In-home care providers (nannies) are not eligible. Unlicensed, exempt, in-home child care providers are not eligible.

F. The CONTRACTOR will enroll eligible students according to the following three priorities:

*California Department of Education, Child Development Division (CDE/CDD)
Priorities for Enrollment:*

- | | |
|------------|--|
| Priority 1 | Employees of all direct-funded CDE/CDD programs including center-based programs and family child care network programs or center-based programs with satellite family child care providers. This also includes co-located Head Start Programs. |
| Priority 2 | Employees of any program, center-based or licensed family child care homes, that serve children on a voucher basis for Alternative Payment services. |

Priority 3 Employees of all other programs including center-based and licensed family child care homes.

Within each priority group listed above, priority will be given to students fulfilling the requirements for an Assistant or Associate Teacher or Teacher Child Development Permit.

Local Priorities for Enrollment

The local YCCD/CDTC Advisory Committee may establish additional priorities. However, the CDE/CDD priorities listed above must be met before local priorities can be implemented. Local priorities are encouraged to meet local needs within the context of the CDE/CDD priorities.

- G. The CONTRACTOR will establish a new or use an existing Advisory Committee to solicit input on local needs, courses to be offered and approve the student eligibility and payment policies.
1. The Advisory Committee will make a good faith effort to represent the local child care labor market by including the following program representatives: the Campus Coordinator; one community college child development instructor, one CEC Mentor Coordinator, one CDC WORKS (TANF-CDC) Program Facilitator, one CDC WORKS (TANF-CDC) CalWORKs Liaison, one family child care provider; one representative of a child care program funded by the California Department of Education, Child Development Division (CDE/CDD); one representative of a private-for-profit child care program; one representative of a private-non-profit child care program; one representative of the local Resource and Referral program; one college student majoring in child development; one representative from the Local Child Care and Development Planning Council; and one representative from the county-level Children and Families Commission, and one representative from the local CARES and/or AB212 programs.
 2. The Advisory Committee will meet a minimum of once each semester/term.
 3. Both meetings must be properly documented with agendas and minutes, which must be submitted by specified due dates.
- H. The CONTRACTOR will complete an annual needs study of the local service area to determine the greatest needs of individuals seeking new or maintaining currently held Child Development Permits. Information collected should include:
1. Description of eligible students to be served
 2. Special circumstances or unique challenges and characteristics of eligible students
 3. Description of agencies/programs that will benefit
 4. Area strengths

5. Area needs
 6. Description of most needed courses including topics, times, locations and preferred language of instruction.
- I. The CONTRACTOR will provide student grade documentation to YCCD/CDTC upon request for audit purposes.
 - J. The CONTRACTOR will ensure that all required reports and documents are submitted to YCCD/CDTC by the due dates specified. Report titles and due dates are included in this Agreement as *Appendix B – 20 10-2011 Required Reports and Time Lines*. All reports should be submitted to the Child Development Training Consortium, 1620 North Carpenter Road, Suite C-16, Modesto, CA 95351.
 - K. The CONTRACTOR will ensure that no full-time equivalent (FTE) will be collected for courses that are funded with YCCD/CDTC funds.
 - L. The CONTRACTOR will ensure collaboration (if applicable) with CEC Mentor Coordinator, CDC WORKs (TANF-CDC) Program Facilitator and CDC WORKs (TANF-CDC) CalWORKs liaison two times per semester. This collaboration will include sharing program services and promote integration of services for student success.

II. PERIOD OF PERFORMANCE

The term of this Agreement shall be from September 1, 2010, to and including June 30, 2011. Enrolled units must be completed between July 1, 2010, and June 30, 2011. All allowable expenditures must be encumbered and/or the services rendered prior to June 30, 2011.

III. BUDGET AND ALLOWABLE EXPENSES

- A. By October 15, 2010, a 2010-2011 budget based on the funding authorized in this Agreement must be posted online with the YCCD/CDTC. A YCCD/CDTC supplied format must be used.
- B. The CONTRACTOR will submit a revised budget to the YCCD/CDTC for approval due to the following two circumstances:
 1. When planned expenditures in any of the **major expense categories** (direct services, support services, or administration) exceed the approved budget by more than ten percent (10%).
 2. And when planned expenditures in any of the **line items** exceed the approved budget by more than twenty-five (25)%.
- C. The CONTRACTOR will administer the program budget in accordance with YCCD/CDTC budget development guidelines available in the Campus Coordinator Handbook on page 42. The CONTRACTOR will ensure that all program expenditures are reasonable, necessary, and allowable.
- D. The CONTRACTOR will not exceed approved California Department of Education travel reimbursement rates for travel charged to this program.

- E. The CONTRACTOR will not expend YCCD/CDTC funds on food, equipment, donations, or gifts. Equipment is defined as a fixed asset that does not lose its identity when removed from its location and is not changed materially or consumed immediately (typically, within a year) by use. Equipment has relatively permanent value and its purchase increases the value of the physical property such as furniture, vehicles, machinery, computers and furnishings that are not integral parts of the building or the building system.
- F. If the CONTRACTOR demonstrates a consistent pattern of under-generating its contracted number of units, the number of contracted units may be reduced in subsequent years.

IV. PAYMENT FOR SERVICES

- A. In consideration of the performance of the foregoing in a satisfactory manner, the YCCD/CDTC agrees to pay the CONTRACTOR an amount not to exceed **\$10,000.00**. The amount of total payments to the CONTRACTOR will be the lesser of program earnings, the amount authorized by this Agreement, or actual expenditures. Any over-payments of more than \$100.00 made by YCCD/CDTC to the CONTRACTOR must be refunded to YCCD/CDTC by June 30, 2011. Checks should be made payable to YCCD.
- B. The CONTRACTOR will be paid \$25.00 per enrolled unit of course work, which meets requirements of the Child Development Permit Matrix and/or child care licensing regulations to the maximum stated in Paragraph IB. Units for physical education and general work experience classes are excluded. Units for remedial courses and child development work experience are included.
- C. YCCD/CDTC will issue progress payments to CONTRACTOR upon receipt of properly completed documentation including an original 2010-2011 Participant Profile for each enrolled student for each semester/term.
- D. YCCD/CDTC will withhold any payment until all required documentation has been received to substantiate enrolled units.
- E. YCCD/CDTC will make final payment to CONTRACTOR upon satisfactory completion of services as described herein. The final expenditure report is due no later than June 30, 2011. A Budget Narrative Form will be required as an addendum to the Final Expenditure Report.

V. RETENTION OF RECORDS AND AUDITS

The CONTRACTOR will retain all programmatic and fiscal records for a minimum of five (5) full years from the date of final payment under this Agreement. The CONTRACTOR will make these records available to YCCD/CDTC upon request for audit purposes during the progress of the work and for five (5) years following final payment. The federal audit number for this project is 93.575042.

VI. CONTRACT AMENDMENTS

This Agreement may be amended with mutual written consent of both parties and the approval of the California Department of Education, Child Development Division.

VII. 30 DAY TERMINATION NOTICE

It is mutually agreed that either party may terminate this Agreement by giving thirty (30) calendar days advance written notice.

VIII. FUND AVAILABILITY

Funding of this Agreement is contingent upon appropriation and availability of funds from the California Department of Education, Child Development Division. The YCCD/CDTC is funded with federal Child Care and Development Quality Improvement funds.

IX. NONDISCRIMINATION CLAUSE

- A. During the performance of this Agreement, CONTRACTOR will not unlawfully discriminate, harass, or allow harassment against any employee or student because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), medical condition (cancer), age (over 40), sexual orientation, or marital status. CONTRACTOR will ensure that the evaluation and treatment of employees and student participants are free from such discrimination and harassment.
- B. CONTRACTOR shall comply with the provisions of the Fair Employment and Housing Act and the applicable regulations promulgated there under.
- C. By signing this Agreement, the CONTRACTOR ensures that it will comply with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability.

X. INDEPENDENT CONTRACTORS

It is understood that this is an Agreement by and between independent contractors and is not intended, and shall not be construed to create the relationship of agent, servant, employee, partnership, or joint venture.

XI. HOLD HARMLESS CLAUSE

Both the CONTRACTOR and YCCD/CDTC agree to hold harmless, defend, and indemnify the other party, and the officers, employees, boards, volunteers, and agents of the other party from and against any and all losses, claims or expense arising out of any liability or claim of liability for personal injury, bodily injury to persons, contractual liability and damage to property sustained or claimed to have been sustained arising out of activities of the parties to this Agreement or the activities of either party's boards, officers, agents, employees, or volunteers. The provisions of this indemnity agreement do not, however, apply to any damages or losses caused by the negligence of the other party or any of its officers, employees, boards, volunteers, or agents.

XII. ACKNOWLEDGMENT

The CONTRACTOR will acknowledge the support of the YCCD/CDTC when publicizing the work performed under this Agreement. Materials developed with funds from this Agreement shall contain an acknowledgment of the use of federal Child Care and

Development Quality Improvement funds received from the California Department of Education, Child Development Division.

XIII. DRUG-FREE WORKPLACE

The CONTRACTOR certifies compliance with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace.

IX. NON-PERFORMANCE OF TERMS OF INSTRUCTIONAL AGREEMENT

If the CONTRACTOR fails to fulfill the terms of this Instructional Agreement, the CONTRACTOR will be placed on informal probation for the period of one year. If the CONTRACTOR fails to fulfill the terms of the Instruction Agreement while on informal probation, a Probationary Instructional Agreement will be issued in the second year. If the CONTRACTOR fails to fulfill the terms of the Probationary Instructional Agreement, no further Instructional Agreements will be issued to CONTRACTOR.

AGREED TO BY:

CONTRACTOR Authorizing Signature:	
Printed Name of Person Signing:	
Title of Person Signing:	
Date:	

Yosemite Community College District

Authorizing Signature:	
Printed Name of Person Signing:	Teresa Scott
Title of Person Signing:	Executive Vice Chancellor/Fiscal Services, YCCD
Date:	
<p>Attachments for reference: Appendix A - Child Development Permit Matrix Appendix B - 2010-2011 Required Reports and Time Lines</p>	
<p>Return <u>two</u> Instructional Agreements with <u>original signatures</u> to: Patty Scroggins, Child Development Training Consortium 1620 North Carpenter Road, Suite C-16, Modesto, CA 95351 For questions, call (209) 572-6087</p>	

<p>For CDTC Use Only: Date Rcvd: _____ To D.O.: _____ From D.O.: _____ To CONTRACTOR: _____</p>
--

Appendix A

Child Development Permit Matrix - with Alternative Qualification Options Indicated					
Permit Title	Education Requirement (Option 1 for all permits)	Experience Requirement (Applies to Option 1 Only)	Alternative Qualifications (with option numbers indicated)	Authorization	Five Year Renewal
Assistant (Optional)	Option 1: 6 units of Early Childhood Education (ECE) or Child Development (CD)	None	Option 2: Accredited HERO program (including ROP)	Authorizes the holder to care for and assist in the development and instruction of children in a child care and development program under the supervision of an Associate Teacher, Teacher, Master Teacher, Site Supervisor or Program Director.	105 hours of professional growth*****
Associate Teacher	Option 1: 12 units ECE/CD including core courses**	50 days of 3+ hours per day within 2 years	Option 2: Child Development Associate (CDA) Credential.	Authorizes the holder to provide service in the care, development, and instruction of children in a child care and development program, and supervise an Assistant and an aide.	Must complete 15 additional units toward a Teacher Permit. Must meet Teacher requirements within 10 years.
Teacher	Option 1: 24 units ECE/CD including core courses** plus 16 General Education (GE) units*	175 days of 3+ hours per day within 4 years	Option 2: AA or higher in ECE/CD or related field with 3 units supervised field experience in ECE/CD setting	Authorizes the holder to provide service in the care, development and instruction of children in a child care and development program, and supervise an Associate Teacher, Assistant and an aide.	105 hours of professional growth*****
Master Teacher	Option 1: 24 units ECE/CD including core courses** plus 16 GE units* plus 6 specialization units plus 2 adult supervision units	350 days of 3+ hours per day within 4 years	Option 2: BA or higher (does not have to be in ECE/CD) with 12 units of ECE/CD, plus 3 units supervised field experience in ECE/CD setting	Authorizes the holder to provide service in the care, development and instruction of children in a child care and development program, and supervise a Teacher, Associate Teacher, Assistant and an aide. The permit also authorizes the holder to serve as a coordinator of curriculum and staff development.	105 hours of professional growth*****
Site Supervisor	Option 1: AA (or 60 units) which includes: • 24 ECE/CD units with core courses** plus 6 administration units plus 2 adult supervision units	350 days of 3+ hours per day within 4 years including at least 100 days of supervising adults	Option 2: BA or higher (does not have to be in ECE/CD) with 12 units of ECE/CD, plus 3 units supervised field experience in ECE/CD setting; or Option 3: Admin. credential*** with 12 units of ECE/CD, plus 3 units supervised field experience in ECE/CD setting; or Option 4: Teaching credential**** with 12 units of ECE/CD, plus 3 units supervised field experience in ECE/CD setting	Authorizes the holder to supervise a child care and development program operating at a single site; provide service in the care, development, and instruction of children in a child care and development program; and serve as a coordinator of curriculum and staff development.	105 hours of professional growth*****
Program Director	Option 1: BA or higher (does not have to be in ECE/CD) including: • 24 ECE/CD units with core courses** plus 6 administration units plus 2 adult supervision units	One year of Site Supervisor experience	Option 2: Admin. credential*** with 12 units of ECE/CD, plus 3 units supervised field experience in ECE/CD setting; or Option 3: Teaching credential**** with 12 units of ECE/CD, plus 3 units supervised field experience in ECE/CD setting, plus 6 units administration; or Option 4: Master's Degree in ECE/CD or Child/Human Development	Authorizes the holder to supervise a child care and development program operating in a single site or multiple sites; provide service in the care, development, and instruction of children in a child care and development program; and serve as coordinator of curriculum and staff development.	105 hours of professional growth*****

NOTE: All unit requirements listed above are semester units. All course work must be completed with a grade of C or better from a regionally accredited college. Spanish translation is available.

*One course in each of four general education categories, which are degree applicable: English/Language Arts; Math or Science; Social Sciences; Humanities and/or Fine Arts.

**Core courses include child/human growth & development; child/family/community or child and family relations; and programs/curriculum. You must have a minimum of three semester units or four quarter units in each of the core areas.

***Holders of the Administrative Services Credential may serve as a Site Supervisor or Program Director.

****A valid Multiple Subject or a Single Subject in Home Economics.

*****Professional growth hours must be completed under the guidance of a Professional Growth Advisor. Call (209) 572-6080 for assistance in locating an advisor.

This matrix was prepared by the Child Development Training Consortium. To obtain a permit application visit our website at www.childdevelopment.org or call (209) 572-6080.

Appendix B

Child Development Training Consortium 2010-2011 Required Reports and Time Lines

Report/Documentation	Due Date
Instructional Agreement	As soon as possible
Professional Growth Advisor Project Training/Networking Documentation Transmittal and Invoice Sheet	Within two weeks following the training/networking sessions or by June 15, 2011.
Participant Profiles and Transmittal Summary and Detail Sheets	Summer/Fall '10 Term: October 15, 2010 Winter/Spring '11 Term: March 18, 2011
Student Evaluations (Composite generated online)	Summer/Fall '10 Term: February 18, 2011 Winter/Spring '11 Term: June 30, 2011
2010-2011 Program Budget (submit online)	October 15, 2010
Student Eligibility and Payment Policies	December 10, 2010
Advisory Committee Meeting Documents	Fall '10 Term February 18, 2011 Spring '11 Term June 30, 2011
Coordinator Invoice	Summer/Fall '10 Term: February 18, 2011 Winter/Spring '11 Term: June 1, 2011
Child Development Instructional Staff Profiles and Master List	March 18, 2011
Course Offering Matrix of Child Development and CDTC Funded Courses	March 18, 2011
2011-2012 Designation of Campus Coordinator and Agreement Specifications	June 15, 2011
Year-End Report Narrative	June 30, 2011
Final Expenditure Report (submit online) / Final Expenditure Narrative (submit hardcopy)	June 30, 2011

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: Irvine Valley College: ACCJC Substantive Change Proposal
ACTION: **Acceptance**

BACKGROUND

Irvine Valley College is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WASC). ACCJC standards require an institution that offers fifty percent or more of the courses required for a degree or certificate at a location geographically apart from the main campus to submit a Substantive Change Proposal to ACCJC. The Proposal must present evidence that the programs and services at the site meet accreditation standards.

During the 2009-2010 Academic Year, Irvine Valley College offered more than fifty percent of the courses required for a degree and/or a certificate at the ATEP campus. In February, 2010 the required Substantive Change Proposal was prepared, reviewed, and sent to ACCJC. In April 2010, ACCJC responded to the proposal requesting that Irvine Valley College prepare a joint addendum to the proposal with Saddleback College.

STATUS

In July 2010, Irvine Valley College received notification from ACCJC requesting the College to resubmit the Substantive Change Proposal with additional information about student services offered at the ATEP.

In accordance with the Commission's request, the College resubmitted the Substantive Change Proposal, Exhibit A. The proposal was mailed to ACCJC on October 12, 2010.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees accept the Irvine Valley College ACCJC Substantive Change Proposal dated October 5, 2010.



Irvine Valley College

Resubmission of Substantive Change Proposal: Advanced Technology and Education Park

Irvine Valley College
5500 Irvine Center Drive
Irvine, CA 92618

Submitted by:
Craig Justice, Vice President of Instruction and Accreditation Liaison Officer

October 5, 2010

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Introduction

Irvine Valley College and Saddleback College: Substantive Change Proposals

On February 11, 2010 Irvine Valley College submitted a Substantive Change Proposal notifying the Commission that the College “will transport, transfer, or duplicate at least half of the courses required for an associate’s degree or vocational certificate” at an off-site location, the Advanced Technology Education Park (ATEP). (Substantive Change Manual, Section IV. C. Change in the Location or Geographical Area Served; August 2009, p. 7)

In April of 2010, Irvine Valley College and Saddleback College received notification from the Commission requesting that the Colleges prepare a joint addendum regarding the Substantive Change Proposals. The joint addendum was submitted to the Committee on Substantive Change on May 5, 2010.

In July of 2010, the Colleges received notification from the Commission requesting that the Colleges “resubmit proposals with additional information about student services offered at the ATEP, including financial aid”. (Exhibit 1)

In accordance with the Commission’s request, Irvine Valley College re-submits this Substantive Change Proposal which addresses the aforementioned item identified by the Commission and provides clarification regarding the role of Irvine Valley College and Saddleback College with respect to the ATEP facility.

Administrative Reorganization: ATEP Off-Site Location of Irvine Valley College

Provost, Dean of Instruction and Student Services, Classified Staff, and Director of Educational Programs

Pursuant to Title 5, California Code of Regulations, Section 53201(c), on September 27, 2010, the Board of Trustees took action to reorganize the reporting structure, relocate, and transfer the administrators and classified staff formerly assigned to ATEP. (Exhibit 2) Through the administrative reorganization, ATEP is established as an off-site location of Irvine Valley College wherein student services, career technology education, and academic programs are administered by Irvine Valley College. (Exhibit 3; Exhibit 4)

As indicated in Exhibit 2, effective October 4, 2010, the following Academic Administrator and classified staff positions were reorganized, relocated, and transferred from the ATEP facility.

- The Academic Administrator position of Provost was reorganized from the ATEP facility and relocated and transferred to the Office of the Chancellor with continued direct report to the Chancellor. The role of the Provost regarding ATEP will be site development in building out the 68 acre location and working with the City of Tustin. The Senior Administrative Assistant position was reorganized and relocated from the ATEP facility to the Office of the Chancellor with direct report to the Provost position.
- The Academic Administrator position of Dean of Instruction and Student Services at the ATEP facility was eliminated. A change of status for the administrator was approved to fill a vacant Academic Administrator position of Dean of Business Science and Economic and Workforce Development at Saddleback College.
- The Senior Administrative Assistant, supporting the former Dean of Instruction and Student Services was reorganized, relocated, and transferred from the ATEP facility to report to the Vice President of Instruction at Saddleback College.

On July 28, 2010, the administrator acting in the capacity of Director of Educational Programs at ATEP was appointed as Acting Vice President of Instruction at Saddleback College to fill an open position. (Exhibit 4)

Irvine Valley College Dean of Career Technical Education and Workforce Development

In order to administer ATEP as an off-site location of Irvine Valley College, on September 27, 2010, the Board of Trustees took the following actions effective October 4, 2010.
(Exhibit 2)

- The Academic Administrator position of Dean of Career Technical Education and Workforce Development from Irvine Valley College was reorganized, relocated, and transferred from Irvine Valley College to the ATEP facility with continued direct report to the Vice President of Instruction at Irvine Valley College. The current 1.5 acre ATEP site will be administered by the Dean of Career Technical Education and Workforce Development. (Exhibit 3) The classified support staff (Senior Administrative Assistant, Grants Analyst, and Program Technician) for the Dean of Career Technical Education and Workforce Development was reorganized, relocated, and transferred from Irvine Valley College to the ATEP facility.
- The Campus Coordinator, a Classified Management position at the ATEP facility, was maintained with continued assignment at the ATEP facility. The reporting of this position was changed from reporting to the former Dean of Instruction and Student Services at the ATEP facility to report to the Dean of Career Technical Education and Workforce Development from Irvine Valley College.
- The Director of Economic and Workforce Development, a categorically funded Classified Management position was maintained (contingent upon availability of funding from the Economic and Workforce Development grant) with continued assignment at the ATEP facility. The reporting structure of this position was changed from reporting to the former Dean of Instruction and Student Services to report to the Dean of Career Technical Education and Workforce Development from Irvine Valley College.

With the relocation of the Dean of Career Technical Education and Workforce Development from Irvine Valley College to the ATEP facility, Irvine Valley College administers the Career Technical Education programs currently offered at the ATEP facility including Accounting, Design Model Making and Rapid Prototyping, Business Management, Retail Management. The Dean of Career Technical Education and Workforce Development, who is a member of the Irvine Valley College administration, will oversee the development of future Career Technical Education programs assigned

to Irvine Valley College as well as the core Intersegmental General Education Transfer Curriculum course offerings at ATEP. Additionally, Irvine Valley College will continue to collaborate with Saddleback College in providing facilities for Saddleback College's Rapid Digital Manufacturing Certificate Program.

Irvine Valley College Director of Facilities

- The Building Maintenance Worker, a Classified Bargaining Unit position, was maintained with continued assignment at the ATEP facility. The reporting structure of this position was changed from reporting to the Campus Coordinator at ATEP to report to the Director of Facilities at Irvine Valley College.
- The Groundskeeper, a Classified Bargaining Unit position, was maintained with continued assignment at the ATEP facility. The reporting structure of this position was changed from reporting to the Campus Coordinator at ATEP to report to the Director of Facilities at Irvine Valley College.

Pending Position Reorganization, Relocation, and Transfer: ATEP Director of Public Information and Marketing; Webmaster and IT Support

The position reorganization, relocation and transfer of two classified positions, the ATEP Director of Public Information and Marketing and the Webmaster, are pending and will transfer to positions within the district during the fall of 2010. (Exhibit 3)

Irvine Valley College: Student Support Services at the ATEP Facility

The administrative reorganization of the ATEP facility and the establishment of ATEP as an off-site location administered by Irvine Valley College have clarified the roles and responsibilities with regards to student support services. According to the Irvine Valley College Mission Statement, the college “...is committed to serving members of the community who seek to transfer, obtain degrees and certificates, acquire career and basic skills, and pursue lifelong learning”. To that end, the college is committed to providing student support services to promote student success and achievement regardless of the location of delivery. The college has established several mechanisms to ensure, promote, and achieve student success at Irvine Valley College’s ATEP facility.

Irvine Valley College Counselor Assigned to the ATEP facility

Irvine Valley College has assigned an adjunct counselor to the ATEP facility who reports to the Dean of Counseling Services at Irvine Valley College. (Exhibit 3) The counselor is on-site at the ATEP facility with private office space. The counselor provides a “One-Stop Center” where students can receive guidance regarding career and academic planning, program advisement, graduation requirements, baccalaureate degrees, testing, and matriculation. In addition, the counselor provides information packets and referrals for student services available at the college such as Financial Aid and Scholarships, Admissions and Records, Extended Opportunity Programs and Services, Assessment Services, Career and Job Placement, the Early Childhood Center, and the Student Development Office. Students who are eligible for supportive services are provided with information and referrals for supportive services available at the college such as Disabled Students Programs and Services, Extended Opportunity Programs and Services, Cooperative Agencies, Resources for Education, California Work Opportunities and Responsibility to Kids, Temporary Assistance for Needy Families, and Foster Youth Programs. The aforementioned programs are managed by a full-time faculty member from Irvine Valley College. Additionally, private office space is provided at the ATEP facility for DSPS testing.

Irvine Valley College Financial Aid Services

Students attending classes at the ATEP facility have access to the College’s Financial Aid services and the adjunct counselor provides students with referrals to these services. The Financial Aid office provides financial resources to students who would otherwise be unable to pursue their education and professional goals. Over the past several years, there have been a number of improvements in the services provided. The Financial Aid website was redesigned to include an interactive question and answer feature.

Additionally, video segment was added to assist students in understanding the process (<http://irvinevalley.financialaidtv.com>). In the fall of 2009, the Financial Aid office implemented the *Higher One Card*. This system allows financial aid disbursements to be deposited directly into the student's bank account. Also, in the fall of 2009 the *Scholarship Tracking and Review System* (an online scholarship application process) was implemented. The system allows the Financial Aid office to track awards more effectively and ensures the timely distribution of funds. The Irvine Valley College Veterans Program was upgraded in the fall of 2009. The new system, the Western Association of Veteran Education Specialists Program, allows the Financial Aid office to submit, process, and track veteran educational benefits and allows the adjustment of awards due to changes in veteran status.

Irvine Valley College Online Services

The adjunct counselor can direct students attending classes at the ATEP facility to numerous online services provided by the college.

- The college offers an online orientation which provides students with information regarding the college services, procedures, and processes.
- In September of 2009, the college implemented an online advisement program which provides students with an interactive tool to design their first-semester plan based on their personal assessment test recommendations, identified educational goals, and personal interests.
- The District provides an online program advisement service referred to as *My Academic Plan*. This service allows students to develop an academic plan based on their educational goals.
- A Scheduling and Reporting System-Trak allows students to self-register for several different services (i.e. workshops, drop-in appointments, and center resources).
- E-Scheduling and Reporting System enables students to schedule advisement appointments, group counseling workshops, individual counseling appointments, and career workshops from any computer.

Conclusion

In October of 2010, Irvine Valley College proudly celebrated its 25th anniversary. Throughout this time, the College, the District, and the Board of Trustees have been committed to serving the needs of Orange County residents. With the establishment of ATEP as an off-site location of Irvine Valley College, all parties are looking forward to collaborating in the growth and development of the new facility, and serving the needs of current and prospective students.

Exhibits

Exhibit 1: ATEP Commission Notification Letter (6-30-10)



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR COLLEGES**

10 COMMERCIAL BOULEVARD
SUITE 204
IRVINE, CA 92614
TEL: (949) 841-8234
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www.accjco.org

Chairperson
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Port Los Angeles College

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Vice President
CAROLAN LACEY ROSS

Associate Vice President
L. J. OWENS

JUL 07 2010

June 30, 2010

Dr. Glenn Roquemore
President
Irvine Valley College
5500 Irvine Center Drive
Irvine, CA 92620

Dear President Roquemore:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting June 9-11, 2010, reviewed the Substantive Change Joint Addendum to the Irvine Valley and Saddleback College proposals to offer programs at the Advanced Technology Education Park (ATEP) reviewed on March 26, 2010 by the Committee on Substantive Change. The Commission took action to defer a decision based on insufficient evidence of student support services for the programs at the ATEP site.

The Commission requires the Colleges to resubmit proposals with additional information about student services offered at the ATEP, including financial aid.

On behalf of the Commission, I wish to express continuing interest in the institution's educational quality and students' success. Professional self-regulation is the most effective means of assuring institutional integrity, effectiveness, and quality.

Sincerely,

Barbara A. Beno, Ph.D.
President

Cc: Dr. Craig Justice, Accreditation Liaison Officer
Dr. Raghu P. Mathur, Chancellor
Board President, South Orange County Community College District
Ms. Linda Henderson, U.S.D.E.

Exhibit 2: Board Agenda Personnel Action Items (9-27-10)

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, September 27, 2010

Call to order: 5:30 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

Donald P. Wagner – President, Nancy M. Padberg - Vice President, Marcia Milchiker – Clerk
Thomas A. Fuentes, William O. Jay, David B. Lang, John S. Williams, Eve Shieh – Student Trustee
Dixie Bullock - Acting Chancellor

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 6.4
DATE: 09/27/10

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: Academic Personnel Actions – Regular Items
ACTION: Approval/Ratification

approved
Bugay
9/27/10

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 Exhibit.

RECOMMENDATION

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

Item Submitted By: *David Bugay, Ph.D., Vice Chancellor, Human Resources*

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
ACADEMIC PERSONNEL ACTIONS/RATIFICATIONS**

A. NEW PERSONNEL APPOINTMENTS

1. 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</u>	<u>Placement</u>	<u>Start Date</u>
Camerini, David	PhD/Genetics	Biology/IVC	V/6	II/6	08/23/10
Hipolito, Socorro	MA/Math Education	Math/SC	II/6	II/6	08/23/10
Kerrissey, Jasmine	MS/Sociology	Women's Studies/IVC	II/6	II/6	08/23/10
Lec, Clement	MS/Counseling	Counseling/IVC	II/6	II/6	08/23/10
Paegel, Hollis	MS/Counseling	Counseling/SC	II/6	II/6	08/23/10
Wright, Lawrence	PhD/Psychology	Psychology/IVC	V/6	II/6	08/23/10

EQUIVALENCY

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

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary</u>	<u>Placement</u>	<u>Start Date</u>
Cappuccilli, Anthony	MA/Coach/Athletic Adm.	Athletics/IVC	II/6	II/6	08/23/10

Equivalency is based on a Master of Arts degree in Coaching and Athletic Administration from Concordia University, Irvine, CA., and extensive coaching at both the high school and community college level, includes working with Division One athletes. Mr. Cappuccilli was an Assistant Baseball Coach at Edison High School in Huntington Beach for four years. His professional responsibilities have included instruction of students, managing enrollment and curriculum, grading, and classroom leadership.

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B. AUTHORIZATION TO ELIMINATE AN ACADEMIC ADMINISTRATIVE POSITION

1. DEAN OF BUSINESS SCIENCES AND WORKFORCE AND ECONOMIC DEVELOPMENT, Pos #2353, Academic Administrator Salary Range II, Division of Business Sciences, Vocational Education and Workforce Development, Saddleback College seeks authorization to eliminate this full-time position from its staff complement, effective October 4, 2010, pursuant to reorganization as defined in Title V Education Regulation, Section (c), Recruitment 53021. (Position Approved: January 26, 1999)
2. DEAN OF INSTRUCTION AND STUDENT SERVICES, Pos #3644, Academic Administrator Salary Range II, District seeks authorization to eliminate this full-time, Academic Administrator position from the staff complement of the Advanced Technology and Education Park facility, effective October 4, 2010, pursuant to reorganization as defined in Title V Education Regulation, Section (c), Recruitment 53021. (Position Approved: October 30, 2006)

C. AUTHORIZATION TO CHANGE ORGANIZATION REPORTING STRUCTURE FOR ACADEMIC ADMINISTRATOR POSITIONS

1. DEAN, CAREER TECHNICAL EDUCATION AND WORKFORCE DEVELOPMENT, Pos #3736, Academic Administrator Salary Range II; the District seeks authorization to reorganize the location of this Academic Administrator position from the School of Extended Education, Irvine Valley College, to relocate to the Advanced Technology and Education Park facility, with continued direct report to the Vice President of Instruction, Irvine Valley College, effective October 4, 2010. This position is assigned to Dr. David Gatewood, ID #16329.
2. PROVOST, Pos #2912, Academic Administrator Salary Range III; the District seeks authorization to reorganize the location of this Academic Administrator position, from the Advanced Technology and Education Park facility, to relocate to the Office of the Chancellor, District, with continued direct report to the Chancellor, effective October 4, 2010. This position is assigned to Dr. Randy Peebles, ID #16608.

D. AUTHORIZATION TO ESTABLISH AND ANNOUNCE ACADEMIC ADMINISTRATIVE POSITION

1. DEAN, BUSINESS SCIENCE AND ECONOMIC AND WORKFORCE DEVELOPMENT, Academic Administrator Salary Range II, Saddleback College, seeks authorization to establish this full-time, Academic Administrator position to its staff complement, effective October 4, 2010, pursuant to reorganization as defined in Title V Education Regulation, Section (c), Recruitment 53021. (Job Description, Exhibit B, Attachment 1)

E. AUTHORIZATION TO CHANGE ORGANIZATION REPORTING STRUCTURE

1. Irvine Valley College seeks authorization to reorganize the reporting structure of the full-time, tenure track faculty and part-time lecturers of the Dance Department from reporting to the Dean of Health, Physical Education and Athletics, to begin reporting to the Dean of Fine Arts, effective August 23, 2010.

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E. AUTHORIZATION TO CHANGE ORGANIZATION REPORTING STRUCTURE
- Continued

2. Saddleback College seeks authorization to change the title of the Division of Business Sciences, Vocational Education and Workforce Development to the Division of Business Science and Economic and Workforce Development; and reorganize the reporting structure for the Faculty and Staff from reporting to the Dean of Business Sciences and Workforce and Economic Development and begin reporting to the Dean of Business Science and Economic and Workforce Development, effective October 4, 2010. This item is contingent upon approval of items B1 and D1 of this agenda.

F. CHANGE OF STATUS

1. ADMINISTRATIVE EMPLOYMENT

- a. CIFONE, ROCCO, ID #11724, Dean of Instruction and Student Services, Academic Administrator Salary Range II, Step 6, Advanced Technology and Education Park facility, is to be employed as Dean of Business Science and Economic and Workforce Development, Academic Administrator Salary Range II, Step 6, Division of Business Science and Economic and Workforce Development, Saddleback College, effective October 4, 2010. This is a replacement for Ken Patton, who received a change in status. This item is contingent upon approval of items B1 and D1 of this agenda, pursuant to a reorganization as defined in item E2 of this agenda.

G. TRANSFER

1. ADMINISTRATIVE EMPLOYMENT

- a. GATEWOOD, DAVID, ID #16329, Dean of Career Technical Education and Workforce Development, Academic Administrator Salary Range II, Step 4, School of Extended Education, Irvine Valley College, is to be transferred to the Advanced Technology and Education Park facility, with continued direct report to the Vice President of Instruction, Irvine Valley College, effective October 4, 2010. This item is contingent upon the approval of item C1 of this agenda, pursuant to a reorganization.
- b. PEEBLES, RANDY, ID #16608, Provost, Academic Administrator Salary Range III, Step 3, Advanced Technology and Education Park facility, is to be transferred to the Office of the Chancellor, with continued direct report to the Chancellor, effective October 4, 2010. This item is contingent upon the approval of item C2 of this agenda, pursuant to a reorganization.

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H. ADDITIONAL COMPENSATION: GENERAL FUND

1. 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>
Branch-Stewart, Kim	Chair, Human Services/SC	\$	3,442.00	08/23/10-12/19/10
Cosgrove, Robert	Accreditation Presenter/SC		3,442.00	08/13/10-12/19/10
Evancoe, Eugene	Marketing/Outreach ET/CMT/SC		2,278.00	07/01/10-08/14/10
Grubb, Ruth	Chair EMT/SC		1,721.00	08/23/10-12/17/10
Kierman, Maria	Chair, Emeritus Fine Arts/SC		2,294.60	08/16/10-12/19/10
Leighton, Ronald	Tech. Support Photography/SC		450.00	08/23/10-12/17/10

2. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated at their respective hourly rate for Non-Instructional Assignments/Projects (3-for-1) for 2009/2010 fiscal year.

<u>Name</u>	<u>Assignment/Project</u>	<u>Effective Dates</u>
Beck, Rebecca	ESL Reading/Writing Samples/IVC	08/23/10-12/20/10

I. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for 2010/2011 fiscal years.

<u>Name</u>	<u>Activity</u>		<u>Not to Exceed</u>	
			<u>Amount</u>	<u>Effective Date</u>
Alexander, James	Eval./Dev. Course/HIT Prog./SC	\$	688.40	07/01/10-08/22/10
Bhakta, Asmita	Dev. Course/MLT Program/SC		800.00	05/24/10-08/20/10
Chu, Hencelyn	Dev. Course/MLT Program/SC		800.00	05/24/10-08/20/10
Freemel, Deborah	Consult/Dev. Gerontology/Perkins/SC		1,000.00	08/23/10-12/19/10
Loftus, Nicole	Consult/Dev. Gerontology/Perkins/SC		1,000.00	08/23/10-12/19/10
Loftus, Nicole	Consult/Dev. Gerontology/Perkins/SC		1,000.00	01/10/11-05/19/11
Mamoon, Safiah	Eval./Dev. Course/HIT Prog./SC		3,992.72	07/01/10-08/22/10
Pangborn, Frank	Dev. Curriculum/Prog Dev/TPP/IVC		1,000.00	08/16/10-09/30/10
Thawley, Marianne	Dev. Critical Practicum/MLT/SC		800.00	05/24/10-08/20/10
Thorpe, Torrance	Dev. Curriculum/Prog Dev/TPP/IVC		1,000.00	08/16/10-09/30/10
White-Alcover, S.	Eval./Dev. Course/HIT Prog./SC		688.40	07/01/10-08/22/10

J. RESCIND REQUEST FOR ADDITIONAL COMPENSATION: GENERAL FUND

1. The District request to rescind approval for compensation by a stipend in the amount of \$3,442.00 to Allison Camelot, ID #12565, Sociology Instructor, Division of Social and Behavioral Sciences, Saddleback College, as approved by the Board of Trustees on August 30, 2010 for service as the SOCCCD, Faculty Association Secretary for the Fall, 2010.

K. WORKLOAD BANKING

1. MC NEIL, MARK, ID #2470, Economics Instructor, Pos #1621, School of Social and Behavioral Sciences, Irvine Valley College, is requesting a leave of absence for the Fall, 2011 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.

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L. REDUCED WORKLOAD PROGRAM WITH STRS RETIREMENT REVISION

1. MC DERMOTT, ANNE, ID #2835, Computer Information Systems Instructor, Pos #1879, School of Business Sciences, Irvine Valley College, has been considered eligible by STRS and approved by the Board of Trustees on February 23, 2004 to participate in a reduction in teaching contract; and on January 22, 2008 to revise the reduction to 78.31% workload beginning the academic year 2007-08, in accordance with Article XXXI, Section 1, of the Academic Employee Master Agreement 2004-2007. Ms. Mc Dermott would like to revise the reduction to her teaching contract to 75% workload beginning with the academic year 2010-2011, in accordance with Article XXXI, Section 1, of the Academic Employee Master Agreement 2007-2010.

M. REDUCED CONTRACT REQUEST LEAVE

1. BESSETTE, NANCY, ID #1015, Health Education Instructor, Pos #1475, Academic Faculty Salary Range IV, Step 25, Division of Physical Education, Kinesiology and Athletics, Saddleback College, had rescinded request for a reduced teaching load of 5.07% to 14.24 LHE and taught full load of 15 LHE in the Spring, 2010 Semester. Reduced teaching load was approved by the Board of Trustees on October 26, 2009, pursuant to Article XXIX, Section 1.C of the Academic Employee Master Agreement 2007-2010.

N. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

1. CAPUTO SPAR, CONSTANCE, ID #2511, Counselor, Pos #1823, School of Guidance and Counseling, Academic Faculty Salary Schedule Column VI, Step 25, Irvine Valley College, resignation effective August 31, 2010 and retirement effective September 1, 2010. Payment is authorized for any compensated time off. (Start date: August 19, 1989)

September 27, 2010

ATTACHMENT 1

South Orange County Community College District

DEAN, BUSINESS SCIENCE AND ECONOMIC AND WORKFORCE DEVELOPMENT -
Academic Administrative Salary Schedule 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 for the business science instructional programs, overseeing career placement services, serving as the key economic and workforce development leader, and developing educational partnerships with business, industry, government, and educational partners.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Vice President of 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:

In consultation with department chairs, faculty, and classified staff, performing the following duties as they relate to the division: develop the schedule of classes; manage the assigned facilities and labs; prepare long-range plans, and statements of goals and objectives; develop, submit, and manage the annual budget requests for equipment, supplies, and personnel; direct and approve curriculum development; direct the acquisition, maintenance, and use of instructional equipment; and maintain an equipment replacement plan.

Direct and evaluate the instructional programs and departments assigned to the division, which currently include the following: accounting, business, computer and information management, and real estate.

Participate in the selection of new faculty and classified staff members for the division.

Supervise and evaluate probationary and regular members of the faculty and classified staff in keeping with the policies of the Board of Trustees and administrative procedures.

Participate in shared governance and appropriate career and technical education and economic and workforce development advisory committee meetings.

Interface with the community and external agencies in all matters of economic development, community relations, and academic affairs associated with the division.

Plan and direct instructional programs that address the economic and workforce development needs in the college service area.

Provide critical oversight and administration of numerous special project funds to support career, economic and workforce development programs.

Represent the college on local, state, and national committees and taskforces regarding career and technical education and economic and workforce development and training.

South Orange County Community College District
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EXAMPLES OF DUTIES

Provide leadership for Saddleback College to develop, market, and manage education and training programs and services at the ATEP campus.

Actively represent the college in program development and facility planning and construction at the ATEP campus.

Provide administrative oversight of career placement services and economic and workforce development programs.

Coordinate all economic and workforce development efforts with the stakeholders in the college.

Work with faculty and staff to develop suggested grants to obtain funding for new and existing programs.

Provide administrative oversight of the development and submission of the Perkins IV Annual Plan.

Provide administrative oversight of the CTE Local Plan Team (LPT).

Provide administrative oversight of grant-funded programs and reviews reports; communicate with college deans, directors, vice presidents and president on partnerships and funding efforts.

Establish the annual Perkins IV, SB 70, and Tech Prep budgets and provide administrative oversight of the budget in accordance with grant provisions and timelines.

Oversees compliance and attainment of Perkins mandated program and funding requirements.

Coordinate the establishment of career and technical education program advisory committees and maintain agenda, minutes, and membership lists as required by district and state regulations.

With input from area personnel, develop and implement annual updates to the academic master plan, College Strategic Plan, and overall college mission.

Develop the preliminary budget for the area and effectively manage the approved budget.

Promote college programs and services and encourage collaboration, teamwork, and positive working relationships among faculty and staff.

Establish liaison with business organizations, community and regional groups, other community colleges, and four-year colleges and universities.

Participate in a variety of committee and staff meetings in support of career, economic and workforce development programs and activities; participate in other related committee assignments as required both on and off campus.

Direct the preparation of appropriate college, district, State of California, and federal reports as required.

Direct and supervises the work of others; review, approve and conduct performance appraisals; participate in the selection of staff; and administer employment contracts.

South Orange County Community College District
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EXAMPLES OF DUTIES

Manage and coordinate the development of educational services to support local economic development initiatives by collaborating with area economic development agencies to develop business recruitment and expansion strategies.

Direct the development and preparation of program proposals, grant applications, and contractual documents for educational services and joint venture partnerships with business, educational institutions, and public and private agencies.

Serve on business and community boards to ensure the college has input and influence in the development of public policy on career, economic and workforce development.

Identify and expand economic development opportunities targeting local, regional, and international firms that strive to address local training needs.

Participate in State, national, and international activities that promote economic development and provides assistance in the creation of high quality and innovative workforce training approaches.

Demonstrate sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of students.

Perform other related duties as assigned.

QUALIFICATIONS

Knowledge of:

- 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.
- Oral and written communication skills.
- 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.
- Trends in career and technical education and Title V regulations.
- Team-oriented leadership style.
- Management techniques that encourage creativity, improve efficiency and increase productivity.
- Evidence of a working knowledge of local, regional and national workforce trends, legislation and agencies.

Ability to:

- 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.
- 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
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QUALIFICATIONS

Ability to:

- Plan, evaluate and supervise delivery of instructional programs and strategies.
- Interact with and develop relationships with local businesses.
- Demonstrate prior success in obtaining outside funding sources and developing and implementing innovative grant programs and follow-up reporting.
- 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.
- Communicate clearly and concisely, both orally and in writing.
- 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.
- 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:

The minimum qualifications for service as an educational administrator, as outlined in Title V Regulation 53420, shall be both of the following: a) Possession of a master's degree; and b) One year of formal training, internship, or leadership experience reasonably related to the administrator's administrative assignment. Any combination of experience and training 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 or higher from accredited college or university. An earned doctorate degree from an accredited college or university preferred.

Experience in:

- teaching in an accredited postsecondary institution or business setting,
- managing, coordinating, or leading an academic or training program or service,
- providing leadership, including program and curriculum development, in a multidisciplinary environment.

South Orange County Community College District
Page 5 - Dean, Business Science and Economic and Workforce Development

EDUCATION AND EXPERIENCE GUIDELINES:

Experience in:

- 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.
- evidence of a sensitivity, understanding and commitment to working with community college students of diverse academic, socioeconomic, cultural, physically challenged and ethnic backgrounds.
- building educational partnerships with business, industry, the community, or other educational institutions.
- developing contract training programs for business and/or industry.

LICENSES AND OTHER CERTIFICATION:

- 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.

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 and Associates, September 20, 2010.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**ITEM: 6.5
DATE: 09/27/10**

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: Classified Personnel Actions – Regular Items
ACTION: Approval/Ratification

*approved
Bugay
9/27/10*

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 Acting Chancellor recommends that the Board of Trustees approve/ratify the classified personnel actions as shown in Exhibit A.

Item Submitted By: *David Bugay, Ph.D., Vice Chancellor, Human Resources*

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. ¹ARREGUIN, CATHERINE is to be employed as Grants Analyst, Pos #4087, Office of Planning Research and Grants, Saddleback College, Classified Bargaining Unit Salary Range 138, Step 1, 40 hours per week, 12 months per year, effective September 13, 2010. This is a replacement for Mary Williams, who retired.
- b. KIM, BRIAN is to be employed as Accounting Specialist, Pos #4242, Office of Fiscal Services, Irvine Valley College, Classified Bargaining Unit Salary Range 127, Step 1, 40 hours per week, 12 months per year, effective September 13, 2010. This is a replacement for Yubo Wang, who resigned.
- c. RUBINS, ELIZABETH is to be employed as Grants Analyst, Pos #4282, Office of Planning Research and Grants, Saddleback College, Classified Bargaining Unit Salary Range 138, Step 1, 40 hours per week, 12 months per year, effective September 27, 2010. This position was approved by the Board of Trustee on May 24, 2010.
- d. SOTO, JENNIFER is to be employed as Child Development Specialist, Pos #3298, Child Development Center, Office of Student Services, Saddleback College, Classified Bargaining Unit Salary Range 122, Step 1, 27.5 hours per week, 12 months per year, effective August 9, 2010. This is a replacement for Robin Bien, who resigned.

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>
Constance, Kathleen	Applications Specialist II/SC	138/6	08/16/10
Doherty, Paul	Building Maintenance Worker/SC	124/1	08/01/10
Hernandez, Milton	Building Maintenance Worker/IVC	124/1	08/19/10
Martinez, Oscar	Building Maintenance Worker/IVC	124/1	08/19/10
Taylor, Delainey	Student Development Office Assistant/SC	121/1	08/16/10
Vofosing, Rachel	Library Assistant I/IVC	115/1	08/16/10

3. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2009/2010 and 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>
Agnohotri, Aradhana	TPP Aide/SC	\$ 10.00	08/19/10-06/30/11
Argo, Albert	Project Specialist (IT)/Dist.	10.00	08/01/10-06/30/11
Burns, Timothy	TPP Aide/SC	10.00	08/13/10-06/30/11

¹ Sister of Shannon Seifert, Purchasing Manager, Purchasing, Office of Administrative and Business Services, District.
² PERS retiree from Saddleback College, on June 1, 2010 retired temporary, in previous assignment.

September 27, 2010

A. NEW PERSONNEL APPOINTMENTS - Continued

3. The following individuals are to be employed as Short-Term (Temporary) positions for the 2009/2010 and 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>
Cappuccilli, Anthony	Coaching Aide/IVC	\$ 15.00	08/23/10-06/30/11
Carpenter, Allison	Project Specialist/IVC	12.50	07/26/10-06/30/11
Chung, Michelle	Clerk, Short-Term/IVC	10.50	08/13/10-06/30/11
Clayton, Christen	Clerk, Short-Term/IVC	12.50	08/09/10-06/30/11
³ Dang, Hang-Quyen	Project Specialist/SC	16.00	08/09/10-06/30/11
David, Benoit	Coaching Aide/SC	15.00	08/24/10-06/30/11
Fickensher, Josh	Project Specialist/ATEP	20.00	08/17/10-06/30/11
Gutierrez, Nathan	TPP Aide/SC	10.00	08/01/10-06/30/11
Hibben, Nicholas	Project Specialist (IT)/Dist.	16.00	08/24/10-06/30/11
Huang, Ximeng	Project Specialist/IVC	10.00	08/01/10-06/30/11
Kimura, Thomas	Project Specialist/SC	13.00	08/02/10-06/30/11
Knittle, Lindsay	TPP Aide/SC	10.00	08/01/10-06/30/11
Lapinski, Zachary	TMD Aide/SC	8.50	07/27/10-06/30/11
⁴ Lewis, Gordon	ST Campus Security Off/SC	18.00	08/20/10-06/30/11
Lindahl, Glenda	Project Specialist/SC	16.00	07/01/10-06/30/11
⁵ Mastrangelo, Chris	Clerk, Short-Term/SC	12.00	08/01/10-06/30/11
McDonald, Nick	Coaching Aide/IVC	15.00	08/23/10-06/30/11
Nakamura, Gary	Coaching Aide/IVC	15.00	08/27/10-06/30/11
Palmer, Brent	Project Specialist/SC	11.50	07/15/10-06/30/11
Payne, Cameron	TPP Aide/SC	10.00	08/01/10-06/30/11
Razo, Michael	TPP Aide/SC	10.00	08/25/10-06/30/11
Rystov, Alice	Project Specialist/IVC	16.00	06/28/10-06/30/11
Taylor, Delainey	Project Specialist/SC	13.00	07/15/10-06/30/11
Tung, Haiyun	Coaching Aide/IVC	15.00	08/27/10-06/30/11
Varela, Christopher	TPP Aide/SC	10.00	08/19/10-06/30/11
White, Andy	TPP Aide/SC	10.00	08/01/10-06/30/11

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>
Argo, Albert	08/23/10-06/30/11
Arnold, Paul	08/13/10-06/30/11
Brown, Ashley	07/26/10-06/30/11
Chau, Joseph	08/24/10-06/30/11
Elam, Gaylene	07/26/10-06/30/11
Elbezri, Rana	07/26/10-06/30/11

³ Sister of Tina Dang, Financial Aid Specialist, Office of Financial Aid, Saddleback College.

⁴ Son of Wendy Gordon, Full-time Librarian, Liberal Arts & Learning Resources, Saddleback College.

⁵ Son of Janice Mastrangelo, Applications Specialist I, Innovative Technology Center, Saddleback College.

September 27, 2010

A. NEW PERSONNEL APPOINTMENTS - Continued

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>
Foroughi, Mariam	08/27/10-06/30/11
Goshtasbian, Armita	08/23/10-06/30/11
Hernandez, Arthur	08/06/10-06/30/11
Malik, Amber	07/26/10-06/30/11
Ortiz, Nichole	08/01/10-06/30/11
Rasouli, Monira	07/26/10-06/30/11
Rosen, Mary	08/01/10-06/30/11
Sanaïha, Yasamin	08/06/10-06/30/11
Shahin, Ahlam	07/26/10-06/30/11

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>
Aldana, Daniel	Comm. Ed./IVC	2500.00/cs ⁶	08/15/10-06/30/11
Borujerdpur, Arash	Sr. Lifeguard/SC	12.50/hr	07/15/10-06/30/11
Bregozzo, Dorothy	Comm. Ed./IVC	2500.00/cs	08/27/10-06/30/11
DeFazio, Mark	CACT Educator/ATEP	68.89/hr	08/27/10-06/30/11
DiFilippo, Jennifer	Clinical Skills Spec./SC	30.00/hr	08/17/10-06/30/11
Graham, Glen	CACT Educator/ATEP	68.89/hr	08/24/10-06/30/11
Haynes, Chris	Comm. Ed./IVC	2500.00/cs	08/27/10-06/30/11
Hernandez, Arthur	Tutor/IVC	12.00/hr	08/06/10-06/30/11
James, Gregg	Comm. Ed./IVC	2500.00/cs	08/16/10-06/30/11
James, Gregg	Cert. Test Proctor/IVC	12.00/hr	08/16/10-06/30/11
Jordan, Blake	Tutor/IVC	12.00/hr	07/27/10-06/30/11
Leighton-Graham, Nita	CACT Educator/ATEP	68.89/hr	08/24/10-06/30/11
Parker, Douglas	CACT Educator/ATEP	68.89/hr	08/01/10-06/30/11
Ramirez, Michael	Comm. Ed./IVC	2500.00/cs	08/02/10-06/30/11
Sharar, Erica	Comm. Ed./IVC	2500.00/cs	07/01/10-06/30/11
Stickel, Karl	CACT Educator/ATEP	68.89/hr	08/01/10-06/30/11
Yu, Jimmy	CACT Educator/ATEP	68.89/hr	08/16/10-06/30/11

B. AUTHORIZATION TO ELIMINATE CLASSIFIED POSITION AND/OR POSITION NUMBERS

1. ACCOUNTING ASSISTANT, Pos #3481, Classified Bargaining Unit Salary Range 118, Office of College Fiscal 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 September 28, 2010 (Position approved: February 27, 2006)

⁶ CS=per course

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Exhibit A
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B. AUTHORIZATION TO ELIMINATE CLASSIFIED POSITION AND/OR POSITION NUMBERS - Continued

2. 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 October 17, 2010 through December 3, 2010. This position was approved for a temporary elimination on July 26, 2010. (Position approved: February 27, 2006)

C. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION

1. ACCOUNTING ASSISTANT, Classified Bargaining Unit Salary Range 118, Office of College Fiscal Services, Irvine Valley College seeks authorization to establish and announce two (2) part-time, 25 hours per week, 12 months per year positions to its staff complement, effective September 28, 2010.
2. PROGRAM ASSISTANT (CATEGORICAL), Classified Bargaining Unit Salary Range 118, Economic and Workforce Development at the Advanced Technology and Education Park facility, Irvine Valley College seeks authorization to establish and announce a full-time, 40 hours per week, 12 months per year, categorical funded position to its staff complement, effective September 28, 2010. This position is funded by the EWD/Environmental Design and Compliance Center grant, with employment contingent upon the availability of these funds.

D. AUTHORIZATION TO EXTEND A TEMPORARY CLASSIFIED POSITION

1. HUMAN RESOURCES SPECIALIST, Pos #4287, 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 October 17, 2010 through December 3, 2010. This position is a temporary replacement per item B2 of this agenda and will be eliminated upon completion of assignment.

E. AUTHORIZATION TO REORGANIZE A CLASSIFIED POSITION

1. ⁷GRANTS ANALYST, Pos #4098, Classified Bargaining Unit Salary Range 138, 40 hours per week, 12 months per year; District seeks authorization to reorganize the location of this Classified Bargaining Unit position from the Irvine Valley College campus, to Career Technical Education and Workforce Development at the Advanced Technology and Education Park facility, with continued direct report to the Dean, Career Technical Education and Workforce Development, Irvine Valley College, effective October 4, 2010. This position is assigned to Rachel Mander, ID #15391. (Position Approved: May 26, 2009)

⁷ Also, contingent upon related actions approved by the Board of Trustees on the current Academic Personnel agenda.
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E. AUTHORIZATION TO REORGANIZE A CLASSIFIED POSITION - Continued

2. PROGRAM TECHNICIAN, CATEGORICAL, Pos #4203, Classified Bargaining Unit Salary Range 122, 40 hours per week, 12 months per year; District seeks authorization to reorganize the location of this Classified Bargaining Unit, categorical funded position from the Irvine Valley College campus, to Career Technical Education and Workforce Development at the Advanced Technology and Education Park facility, with continued direct report to the Dean, Career Technical Education and Workforce Development, Irvine Valley College, effective October 4, 2010. This position is assigned to Shakeh Mehrabian, ID #12975, with employment contingent upon the availability of funding by the TPP grant. (Position Approved: June 22, 2009)
3. SENIOR ADMINISTRATIVE ASSISTANT, Pos #4204, Classified Bargaining Unit Salary Range 127, 40 hours per week, 12 months per year; District seeks authorization to reorganize the location of this Classified Bargaining Unit position from Advanced Technology and Education Park facility, to the Office of the Chancellor, District, with direct report to the Provost, effective October 4, 2010. This position is assigned to Sandra Yunt, ID #4688. (Position Approved: October 26, 2009)
4. SENIOR ADMINISTRATIVE ASSISTANT, Pos #3750, Classified Bargaining Unit Salary Range 127, 40 hours per week, 12 months per year; District seeks authorization to reorganize the location of this Classified Bargaining Unit position from the Irvine Valley College campus, to Career Technical Education and Workforce Development at the Advanced Technology and Education Park facility, with continued direct report to the Dean, Career Technical Education and Workforce Development, Irvine Valley College, effective October 4, 2010. This position is assigned to Sharon Kennedy, ID #1972. (Position Approved: June 25, 2007)

F. AUTHORIZATION TO REORGANIZE AND/OR CHANGE REPORTING STRUCTURE FOR CLASSIFIED POSITIONS

1. BUILDING MAINTENANCE WORKER, Pos #3844, Classified Bargaining Unit Salary Range 124, 40 hours per week, 12 months per year; District seeks authorization to change the reporting structure of this Classified Bargaining Unit position from reporting to Campus Coordinator, to begin reporting to the Director of Facilities, Office of Physical Plant, Irvine Valley College, with assignment continued at the Advanced Technology and Education Park facility location, effective October 4, 2010. This position is assigned to Ramon Montiel, ID #14787. (Position Approved: January 22, 2008)
2. CAMPUS COORDINATOR, Pos #3645, Classified Management Salary Range 5, 40 hours per week; District seeks authorization change the reporting structure of this Classified Management position from reporting to Dean of Instruction and Student Services, to begin reporting to the Dean of Career Technical Education and Workforce Development, Irvine Valley College, with assignment continued at the Advanced Technology and Education Park facility location, effective October 4, 2010. This position is assigned to Matthew Suarez, ID #1340. (Position Approved: October 30, 2006)

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F. AUTHORIZATION TO REORGANIZE AND/OR CHANGE REPORTING STRUCTURE FOR CLASSIFIED POSITIONS - Continued

3. DIRECTOR OF ECONOMIC AND WORKFORCE DEVELOPMENT, CATEGORICAL FUNDED, Pos #4275, Classified Management Salary Range 9, 40 hours per week; District seeks authorization to change the reporting structure of this Classified Management position from reporting to the Dean, Instruction and Student Services, to begin reporting to the Dean, Career Technical Education and Workforce Development, Irvine Valley College, with assignment continued at the Advanced Technology and Education Park facility location, effective October 4, 2010. This position is assigned to Bruce Sobczak, ID #16964, with employment contingent upon availability of funding from the Economic and Workforce Development grant. (Position Approved: June 28, 2010)
4. GROUNDSKEEPER, Pos #4010, Classified Bargaining Unit Salary Range 118, 40 hours per week, 12 months per year; District seeks authorization change the reporting structure of this Classified Bargaining Unit position from reporting to Campus Coordinator, to begin reporting to the Director of Facilities, Office of Physical Plant, Irvine Valley College, with assignment continued at the Advanced Technology and Education Park facility location, effective October 4, 2010. This position is assigned to Michael Peak, ID #17032. (Position Approved: October 27, 2008)
5. SENIOR ADMINISTRATIVE ASSISTANT, Pos #3775, Classified Bargaining Unit Salary Range 127, 40 hours per week, 12 months per year; District seeks authorization to reorganize and change the reporting structure of this Classified Bargaining Unit position from reporting to the Dean of Instruction and Student Services at the Advanced Technology and Education Park facility location, Irvine Valley College, to begin reporting to the Vice President of Instruction, Saddleback College, effective October 4, 2010. This position is assigned to Jacqueline Franks, ID #13605. (Position Approved: August 27, 2007)

G. AUTHORIZATION TO CHANGE A CLASSIFIED POSITION

1. LABORATORY TECHNICIAN, READING, Pos #3546, Classified Bargaining Unit Salary Range 121, 29 hours per week, 12 months per year, School of Humanities and Languages, Irvine Valley College seeks authorization to permanently increase hours to 40 hours per week, 12 months per year, effective October 1, 2010.

H. TRANSFER

1. CLASSIFIED EMPLOYMENT

- a. FRANKS, JACQUELINE, ID #13605, Senior Administrative Assistant, Pos #3775, Classified Bargaining Unit Salary Range 127, Step 6, 40 hours per week, 12 months per year, Advanced Technology and Education Park facility, Irvine Valley College is to be given a voluntary transfer to report to the Vice President of Instruction, Saddleback College, effective October 4, 2010. This item is contingent upon the approval of item F5 of this agenda, pursuant to a reorganization and Article 13.6.2 of the C.S.E.A. Contract.

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H. TRANSFER – Continued

1. CLASSIFIED EMPLOYMENT

- b. KENNEDY, SHARON, ID #1972, Senior Administrative Assistant, Pos #3750, Classified Bargaining Unit Salary Range 127, Step 4, 40 hours per week, 12 months per year, Career Technical Education and Workforce Development, Irvine Valley College, is to be given a voluntary transfer to the Advanced Technology and Education Park Facility, with continued direct report to the Dean, Career Technical Education and Workforce Development, Irvine Valley College, effective October 4, 2010. This item is contingent upon the approval by the Board of Trustees pursuant to a reorganization defined in item E4 of this agenda and Article 13.6.2 of the C.S.E.A. Contract.
- c. MANDERS, RACHEL, ID #15391, Grants Analyst, Pos #4098, Classified Bargaining Unit Salary Range 138, 40 hours per week, 12 months per year, Career Technical Education and Workforce Development, Irvine Valley College, is to be given a voluntary transfer to the Advanced Technology and Education Park Facility, with continued direct report to the Dean, Career Technical Education and Workforce Development, Irvine Valley College, effective October 4, 2010. This item is contingent upon the approval by the Board of Trustees pursuant to a reorganization defined in item E1 of this agenda and Article 13.6.2 of the C.S.E.A. Contract.
- d. MEHRABIAN, SHAKEH, ID #12975, Program Technician, Categorical, Pos #4203, Classified Bargaining Unit Salary Range 122, 40 hours per week, 12 months per year, Career Technical Education and Workforce Development, Irvine Valley College, is to be given a voluntary transfer to the Advanced Technology and Education Park Facility, with continued direct report to the Dean, Career Technical Education and Workforce Development, Irvine Valley College, effective October 4, 2010. This item is contingent upon the approval by the Board of Trustees pursuant to a reorganization defined in item E2 of this agenda and Article 13.6.2 of the C.S.E.A. Contract. Employment is contingent upon the availability of funding by the TPP grant.
- e. YUNT, SANDRA, ID #4688, Senior Administrative Assistant, Pos #4204, Classified Bargaining Unit Salary Range 127, Step 2, 40 hours per week, 12 months per year, Advanced Technology and Education Park facility, Irvine Valley College is to be given a voluntary transfer to report to the Provost, Office of the Chancellor, District, effective October 4, 2010. This item is contingent upon the approval of item E3 of this agenda, pursuant to a reorganization and Article 13.6.2 of the C.S.E.A. Contract.

I. CHANGE OF STATUS

1. CLASSIFIED EMPLOYMENT

- a. DOLAN, BENJAMIN, ID #15652, is a contract manager/term appointed as Manager of Manufacturing Technology (Categorical), Pos #4027, categorical funded, Classified Management Salary Range 5, Step 3, 40 hours per week, Office of Instruction, Saddleback College, for a period of October 1, 2010 through June 30, 2011. Original item approved by the Board of Trustees on June 28, 2010 to end on September 30, 2010. Employment in this categorical position is contingent upon availability of funding from the NSF grant.

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I. CHANGE OF STATUS - Continued

1. CLASSIFIED EMPLOYMENT

- b. SANCHEZ, BETH, ID #4801, Laboratory Technician, Reading, Pos #3546, Classified Bargaining Unit Salary Range 122, Step 6, 29 hours per week, 12 months per year, School of Humanities and Languages, Irvine Valley College, is to be given a permanent increase in hours to 40 hours per week, 12 months per year, with benefits, effective October 1, 2010, pursuant to Article 7.3.1.1 of the C.S.E.A. Contract.
- c. TACKETT, EDWARD, ID #14541, is a contract manager/term appointed as Advanced Technology Center Director, Pos #3121, categorical funded, Classified Management Salary Range 7, Step 10, 40 hours per week, Office of Instruction, Saddleback College, for a period of October 1, 2010 through June 30, 2011. Original item approved by the Board of Trustees on June 28, 2010 to end on September 30, 2010. Employment in this categorical position is contingent upon availability of funding from the NSF grant.

2. CLASSIFIED EMPLOYMENT (Information Items – Pursuant to Board Policy 4002.1)

- a. LOONEY, CAMERON, ID #16144, Custodian, Pos #4164, Classified Bargaining Unit Salary Range 113, Step 2, 16 hours per week, 12 months per year, Facilities Custodial, Office of Physical Plant, Irvine Valley College, has been given a lateral transfer to Custodian, Pos #2265, Classified Bargaining Unit Salary Range 113, Step 2, 20 hours per week, 12 months per year, plus 5% Shift differential, Facilities Custodial, Office of Physical Plant, Irvine Valley College, effective September 13, 2010. This is a replacement for Sergio Espinoza, who resigned.

J. CLASSIFIED BILINGUAL STIPEND, ADDITIONAL COMPENSATION

1. DAL, FARIBA ID #14044, Senior Admission and Records Specialist, Bilingual, Pos #3229, Classified Bargaining Unit Salary Range 126, Step 2, 40 hours per week, 12 months per year, Office of Admissions, Records and Enrollment Services, Saddleback College, is to be granted additional compensation of 2% of the base salary, for verified bilingual ability used as a regular and routine component of assigned duties, as outlined in the C.S.E.A. contract, Article 8.1.1 "Bilingual Stipend", effective April 27, 2010.

K. OUT OF CLASS ASSIGNMENTS

1. HAZZARD, RUBY, ID #16706, Receptionist, Pos #3409, Classified Bargaining Unit Salary Range 113, Step 3, 40 hours per week, 12 months per year, Office of Human Resources, District, is to be given a temporary change in assignment to Human Resources Assistant, Pos #3464, Classified Bargaining Unit Salary Range 121, Step 1, Office of Human Resources, District, effective September 20, 2010 through December 3, 2010. This is a temporary replacement for Sokha Song, who is in a temporary assignment.
2. MC DONALD, ANITA, ID #16094, Human Resources Assistant, Pos #3669, Classified Bargaining Unit Salary Range 121, Step 2, 40 hours per week, 12 months per year, Office of Human Resources, District, has been given a temporary change in assignment to Human Resources Specialist, Pos #3540, Classified Bargaining Unit Salary Range 127, Step 1, 40 hours per week, Office of Human Resources, District, effective September 20, 2010. This is a temporary replacement for Ruben Ramirez, who resigned.

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K. OUT OF CLASS ASSIGNMENTS - Continued

3. SONG, SOKHA, ID #16468, Human Resources Specialist, Pos #4287, a temporary position, Classified Bargaining Unit Salary Range 127, Step 1, 40 hours per week, Office of Human Resources, District, assignment has been extended effective October 17, 2010 through December 3, 2010. This item is a temporary reassignment in a temporary position which is contingent upon approval by the Board of Trustees of items B2 and D1 of this agenda.

L. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

1. RAMIREZ, RUBEN, ID #15317, Human Resources Specialist, Pos #3540, Classified Bargaining Unit Salary Range 127, Step 5, 40 hours per week, 12 months per year, Office of Human Resources, District, resignation effective September 17, 2010. Payment is authorized for any compensated time off. (Start date: January 17, 2007)
2. REZVANI, KIMIA, ID #15993, Administrative Assistant, Pos #4031, Classified Bargaining Unit Salary Range 121, Step 2, 29 hours per week, 12 months per year, Office of Technology Services, Irvine Valley College, resignation effective September 10, 2010. Payment is authorized for any compensated time off. (Start date: March 22, 2010)

M. VOLUNTEERS

1. The following individuals are to be approved as Volunteers for the 2010/2011 academic year.

Admissions, Records and Enrollment Services, Saddleback College
Gong, Zheng

Advanced Technology and Applied Science, Saddleback College

Adcock, Laura	Allen, Charles	Anders, Ivy
Anderson, Jaclyn	Andre, Lynzi	Asher, Jacqueline
Avdee, Daniel	Bakirci, Allen	Balmaceda, Judy
Barcelo, Nicole	Barnett, Casey	Beck, Emily
Beever, Sean	Bendos, Daniel	Bennett, Andrew
Bergold, Lauren	Betterly, Dana	Bickler, Joseph
Blau, Brittany	Blyleven, Shannon	Boarman, Nicole
Boggio, Joseph	Bolanos, Cassandra	Borodin, Sergey
Brandon, Barbara	Branigan, Michael	Bridges, Alyssa
Brierley, Keith	Brophy, Mikayla	Brown, David
Brunell, Todd	Buckley, Anthony	Burnett, Brittany
Cabral, Manual	Caldwell, Taylor	Carandang, Maria
Carr, Madeline	Casillas, Crystal	Cavazos, Robert
Chaim, Susan	Champion, Ginnelle	Chapman, Johnathan
Checho, Colton	Choi, Sunjoo	Chung, Joseph
Cigarroa, Edmur	Cincotta, Kristine	Coats, Amanda
Cody, Kevin	Collins, Katherine	Colombatto, Nicolas
Conway, Clayton	Coon, Bryce	Cooper, Junju
Cornett, Kristina	Coronado, Felipe	Cort, Dustin
Costa, Nicole	Cox, Ayden	Cromelin, Samantha
Crow, Kelsey	Cua, Brandon	Cudflip, John
Dardashti, Andre	Davies, Joseph	Dawe, Hannah

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M. VOLUNTEERS - Continued

- The following individuals are to be approved as Volunteers for the 2010/2011 academic year.

Advanced Technology and Applied Science, Saddleback College

De Pari, Andrea	Dearman, Melissa	Decker, Ryan
DeLeon, Cody	Delreal, Jared	Desiano, Michael
Deson, William	Devlin, Shannon	Doan, Spencer
Donohue, Sean	Duarte, Ernesto	Dubois, Lisa
Duino, Nolan	Dunbar, John	Edey, Daniella
Ely, Gregory	Espudo, Micah	Farris, Marcella
Ferguson, Bryan	Ferrara, Nicholas	Field, Candice
Finn, Jason	Fisher, Tyler	Fitzgerald, Kyle
Fletcher, Alexandra	Folk, Brett	Forte, John
Frank, Ian	Fuentes, Taylor	Gallagher, Damian
Gallardo, Luis	Garcia, Luis	Garduno, Anthony
Gargula, Christopher	Gavaletz, Aaron	Gillette, Rachael
Gomez, Lacy	Good, Kelsey	Graff, Allyson
Gray, Maria	Greenwood, Daniel	Groeniger, Courtney
Groon, Kaelin	Guerrero, Hanna	Guerrero, Katherine
Guida, Andrew	Guntrum, Ciara	Hamasaki, Jordan
Hanson, Thane	Harb, James	Harkey, Michael
Harris, Ashleigh	Hastings, Brittany	Hatcher, Dylan
Hawkes, Mary	Hawley, Matthew	Hearn, Christina
Heavlin-Martinez, Jeremy	Height, Kayla	Herberich, Johathan
Hernandez, David	Hernandez, Nicholas	Herrera, Roger
Hickman, Quinn	Hirsh, Victoria	Hojjaty, Cyrus
Hornbrook, John	Hovden, Brittany	Huang, Yun
Huang, Grace	Hunn, Joshua	Hunter, Ross
Huxford, Caylin	Huynh, Jessica	Ilic, Irena
Inman, Nicole	Jarrett, Brittany	Jefferson, Megan
Jennings, Nick	Jezierski, Kelsey	Johnson, Paige
Johnson, Nicholas	Juzaitis, Chanel	Juzaitis, Cheyenne
Kalagian, Wayne	Kamelis, Saeed	Kanada, Chikanobu
Kanada, Hiromi	Kavanaugh, Harrison	Kavanaugh, Morgan
Kebler, Andrew	Kee, Cameron	Kennedy, Letitia
Keran, Daniel	Klamecki, Brian	Knappert, Keegan
Kobrak, Gregory	Kooij, Christopher	Koroi, Anastasya
Kross, Jonathan	Krubi, Alana	Kuhse, Jacob
Lafague, Nicole	Lally, Jennifer	Lambert, Jamie
Lamont-Waters, Kennedy	Leach, Megan	Lee, Stephanie
Lefler, Eric	Lim, Darren	Lin, Jonathan
Linton, Kelsey	Long, Corey	Longe, Christopher
LoRusso, Richard	Maloney, Shane	Manley, Tyler
Martin, Michelle	Martinez, Christina	Marvasti, Pouya
Massa, Sean	Mastrolia, Kyle	Mayer, Nicholas
Mayo, Kameron	McCarthy, Graham	McCown, Kimberly
McCown, Lauren	McDonald, Christopher	Mehrabian, Andrew
Mendenhall, Kelli	Mendoza, Yessica	Meyers, John
Mills, Luke	Milstead, Daniel	Mockett, Kyle
Montelongo, Emily	Morey, Candice	Mulalic, Denis
Muratore, Michael	Musick, Zachary	Nava, Vincent

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M. 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

Newman, Dylan	Nixon, Kara	North, Michelle
Norton, Austin	Novak, Elizabeth	Novikoff, Ryan
Novin, Tiam	Pallante, Paloma	Partida, Annalisa
Pasqualetto, Matthew	Paulsen, Breanne	Payton, Brittany
Peed, Jason	Phillips, Christopher	Picetti, Anita
Pinedo, Andrea	Pinnell, Daniel	Plaza, Derek
Pritchard, Heather	Provenzino, Angelina	Psyhos, Jeffrey
Rayson, Nicholas	Redcher, Katrina	Redman, Ryan
Reed, Erin	Reisman, Lauren	Reynolds, Jeanifer
Reynolds, Kimberly	Riddle, Spring	Ridenour, Steven
Rishi, Jon	Roberts, Melanie	Robertson, Tavis
Rodgers, Beau	Rodighiero, Dean	Rojas, Lindy
Ross, Mary	Rossi, Dylan	Rufino, Heather
Russell, Shayna	Saiz, Jason	Salimian, Arman
Sargent, Michelle	Sayer, Mason	Scott, Montana
Sebastian, Andrew	Seiver, Bryce	Shafer, Skylar
Sheaks, Bryan	Shibusawa, Hiromi	SierraMonroy, Estefania
Sikes, Alexa	Simoncelli, Daniel	Simonsen, Jessica
Stone, Joshua	Smallwood, Kevin	Smetana, Jennifer
Smith, Michael	Smith, Kyle	Spencer, Dana
Stark, Madeline	Stone, Kelly	Stone, Matthew
Straka, Kaitlin	Sutton, Kelly	Taylor, Garrett
Taylor, Richard	Tillemans, Cassidy	Triana, Matthew
Trinidad, Cristina	Truvert, Nikolaus	Tsai, Bryan
Tsalmanis, Ioannis	Ulmer, Christopher	Upchurch, Gwendolyn
Uzzo, Jennifer	Venditti, Gianni	Vigliatore, Jessica
Wagner, Robert	Ward, Brandon	Weber, Brandi
Wegner, Karly	Welch, Greg	Wells, Perry
Wendell, Cole	Wheeler, Jennifer	White, Danicffe
Wikstrom, Eric	Williams, Luke	Winslow, Hilary
Wright, Brian	Wu, Mengran	Xiong, Zong
Yould, Tanner	Zaldivar, Victoria	Zangl, Michael
Zaragoza, Daniel		

Counseling Services and Special Programs, Saddleback College

Ryser, Nadine	Thams, Kasey
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Fine Arts, Saddleback College

Bayless, Gerry	Jonus, Dian	Jonus, Hannah
Jonus, Hilary	Linnaus, Robert	Mason, Glenda
Mason, Tarah	Pezman, Tyler	

Health Sciences and Human Services, Saddleback College

DeYoung, Ninette	Hendrix, Carolyn	Rangel, Susana
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M. VOLUNTEERS - Continued

1. The following individuals are to be approved as Volunteers for the 2010/2011 academic year.

Kinesiology, Physical Education and Athletics, Saddleback College

Catalano, Torri Hartman, Randi

Learning Assistance Program, Liberal Arts and Learning Resources, Saddleback College

Adkins, Mauricette Aldubaikhi, Ahmad Dadsetan, Sharareh
Good, Shirley Kelley, Kirk MacDonald, Donald
Silva, William Stempel, Emil

Mathematics, Sciences and Engineering, Saddleback College

Kopoian, Shannon Oakes, Shane Pehwan, Tusuf

Social and Behavioral Sciences, Saddleback College

Gale, Brittany

Admissions, Records and Enrollment Services, Irvine Valley College

Carlos, Diana

Career Technical Education & Workforce Development, Irvine Valley College

Bordeaux, Jimi Flores, Sarah

Extended Education, Irvine Valley College

El Ahmar, Khoulfaud Brown, Ganka Ferguson, Carla
Nestor, James Nester, Robbin

EOPS, School of Guidance and Counseling, Irvine Valley College

Ali, Sagal Asefi, Mariam Hernandez, Jenny
Mohamed, Kamar Reyes, Perla Rosen, Mary
Yektaefard, Ardeshir

Financial Aid, Office of Student Services, Irvine Valley College

Guadarrama, Edgar

Guidance and Counseling, Irvine Valley College

Brown, Ashley

Health, Physical Education and Athletics, Irvine Valley College

Brophy, Corey Hertel, Wayne Lowry, Rachel

Humanities and Languages, Irvine Valley College

Arai, Asako	Arakawa, Chiaki	Fujiwara, Masauki
Gonzalez, Victor	Hagiwara, Yoko	Kato, Shiho
Imai, Shoko	Ishibashi, Sayako	Iwasaki, Emiko
Kojima, Ai	Mitake, Akiko	Nakano, Megami
Ogata, Yuri	Onodero, Takehiro	Osakabe, Kazuko
Suzuki, Noriyasu	Suzuki, Yu	Tamura, Rika
Ueda, Yumi	Ziroki, Shandi	

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M. VOLUNTEERS - Continued

1. The following individuals are to be approved as Volunteers for the 2010/2011 academic year.

Learning Assistance Program, Irvine Valley College

Nguyen, Alex

Oladapo, Oluwadamilé

Ricciuti, Richard

School of Life Sciences and Technology, Irvine Valley College

Stevens, Deborah

Office of Physical Plant, Irvine Valley College

Hernandez, Milton

Martinez, Oscar

Public Information and Marketing, Irvine Valley College

Diaz, Jeremy

Lam, Dustin

Usmani, Harris

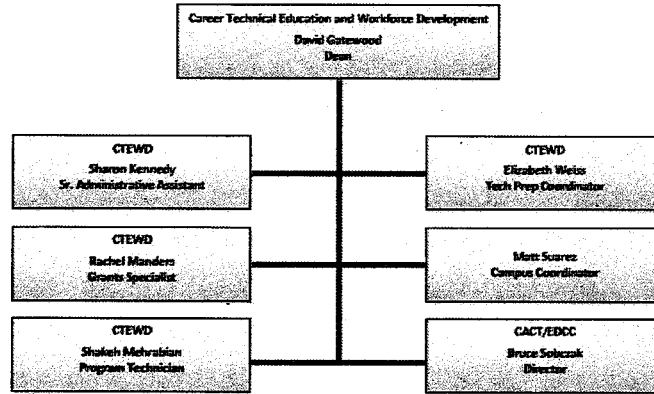
Office of Student Services, Irvine Valley College

McGee, Cassia

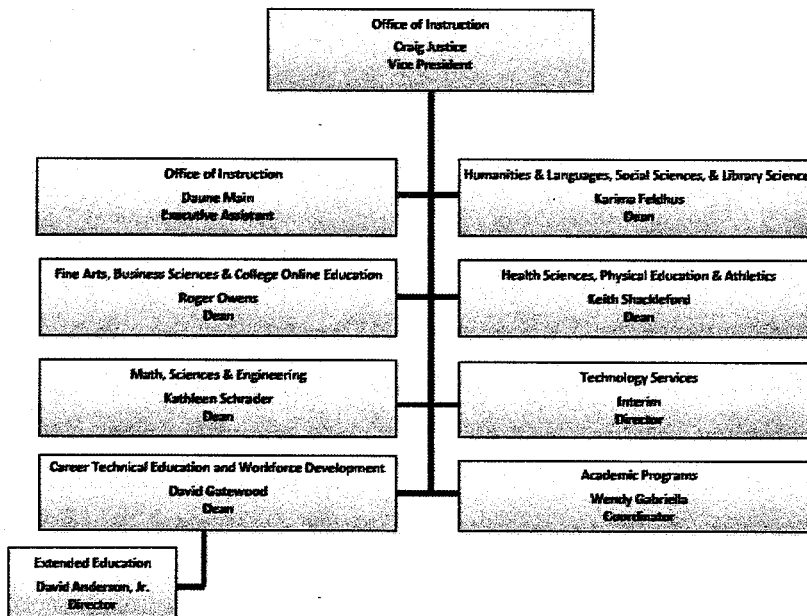
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Exhibit 3: IVC Organizational Charts

Irvine Valley College Organizational Chart
Career Technical Education and Workforce Development at ATEP

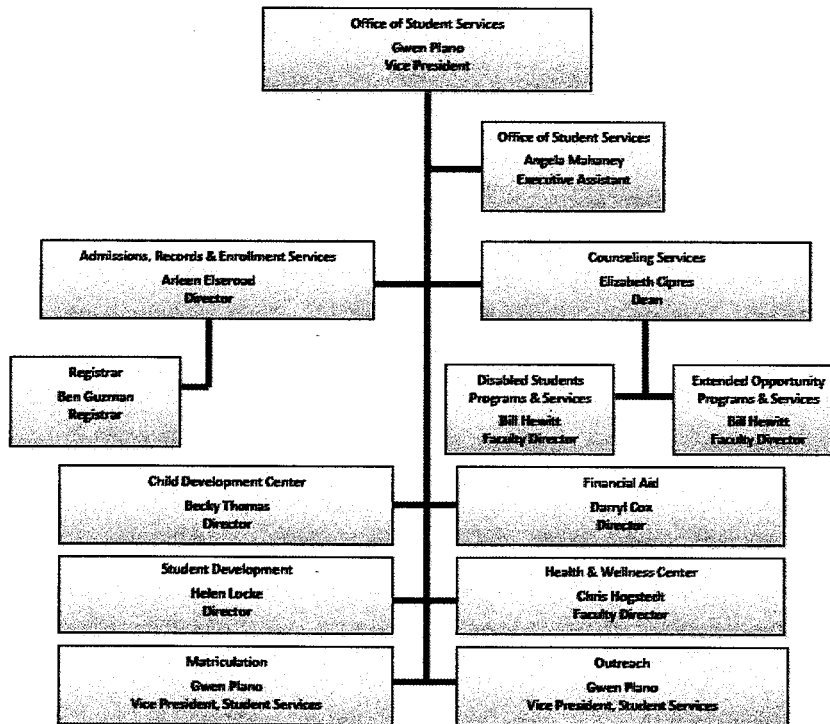


Irvine Valley College Organizational Chart
Office of Instruction



10/6/10
President's Office

Irvine Valley College Organizational Chart
Office of Student Services



10/6/10
President's Office

Exhibit 4: Memo Acting Chancellor Bullock

From: Dixie Bullock
Subject: ATEP Reorganization
Date: Wednesday, September 29, 2010 12:22:30 PM
Attachments: image001.png

The Board of Trustees approved a reorganization of our Advanced Technology & Education Park at its meeting on Monday, September 27, 2010. ATEP will now officially be administered by Irvine Valley College.

I recommended these changes to help prepare our colleges to meet current accreditation standards and the rigorous review during the accreditation site visits next month. These changes were the result of many weeks of deliberation with President Tod Burnett, President Glenn Roquemore, Vice Chancellor David Bugay, Vice Chancellor Bob Bramucci and Provost Randy Peebles. I want to thank them for their commitment to this process.

As a result of the reorganization, many ATEP employees will transfer throughout our District. I sincerely thank each member of the ATEP Team for their dedication in launching the new campus in the Fall of 2007; seeing it through phenomenal growth from 400 students to, at times, over 1,400 students; working with the City of Tustin; and providing support to the land development team charged with growing the campus to its full 68 acres.

I want to especially thank the ATEP employees who have lived with uncertainty and rumors about their future assignments while we continued to deliberate for consensus.

Below is a summary of the reorganization approved by the Board of Trustees at the September 27, 2010 Board meeting.

ADVANCED TECHNOLOGY & EDUCATION PARK, IRVINE VALLEY COLLEGE: The current 1.5 acre ATEP site will be under the day to day direction of **Dr. David Gatewood**, the IVC Dean of Career Technical Education and Workforce Development. Dr. Gatewood will move to the ATEP campus in Tustin and will continue to report to **Dr. Craig Justice**, the IVC Vice President of Instruction. **Sharon Kennedy**, the Senior Administrative Assistant to Dean Gatewood, will also move to ATEP. **Rachel Manders**, Grants Analyst, and **Shakeh Mehrabian**, Program Technician, in the IVC Career Technical Education and Workforce Development department will also move to ATEP, reporting to Dean Gatewood.

Bruce Sobczak, Director of Economic and Workforce Development at ATEP, **Pam Prince**, Project Specialist, and **Matt Suarez**, ATEP Campus Coordinator, will report to Dean Gatewood. ATEP campus security staff will continue reporting to **Will Glen**, IVC Chief of Police. The ATEP groundskeeping and maintenance staff will remain at ATEP.

SADDLEBACK COLLEGE: **Dean Rocky Cifone** will transfer from ATEP to Saddleback College to serve as the Dean of Business Science and Economic and Workforce Development. **Jacqui Franks** will transfer from ATEP to serve as a Senior Administrative Assistant reporting to the Vice President for Instruction.

DISTRICT SERVICES: ATEP Provost **Randy Peebles** and **Sandi Yunt**, ATEP Senior Administrative Assistant, will transfer to the district offices. Dr. Peebles will continue reporting to the Chancellor, focusing on management of the ATEP site development, working with the city of Tustin, and promoting education and business partnerships to build out the 68 acre site. **Tere Flugeman**, ATEP Director of Public Information and Marketing, and **Mike Martinez**, ATEP Webmaster, will transfer to positions within the district later this semester.

Once again, I want to express my appreciation to every member of the ATEP Team, each of whom has worked tirelessly to provide expanding opportunities to our students.

Dixie Bullock
Acting Chancellor



Dixie L. Bullock
Acting Chancellor
South Orange County Community College District
dbullock@socccd.edu

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: Saddleback College: ACCJC Substantive Change Proposal
ACTION: Acceptance

BACKGROUND

Saddleback College is fully accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WASC). ACCJC standards require an institution that offers fifty percent or more of the courses required for a degree or certificate at a location geographically apart from the main campus to submit a Substantive Change Proposal to ACCJC. The Proposal must present evidence and assurance that the programs and services at the site meet accreditation standards.

During the 2009-2010 Academic Year, Saddleback College learned that it offered more than fifty percent of the courses required for a degree and/or a certificate at the ATEP campus. In February, 2010 the required Substantive Change Proposal was prepared, reviewed, and sent to ACCJC. In April 2010, ACCJC responded to the proposal requesting that Saddleback College prepare a joint addendum to the proposal with IVC.

STATUS

In July 2010, Saddleback College received notification from ACCJC requesting the College to resubmit the Substantive Change Proposal with additional information about student services offered at the ATEP.

A third Substantive Change Proposal (Exhibit A) was prepared by the college administration and reviewed by the college Accreditation Steering Committee and governance groups. The proposal was mailed to ACCJC on October 12, 2010.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees accept the Saddleback College ACCJC Substantive Change Proposal dated October 4, 2010, as shown in Exhibit A.

RESUBMISSION

ACCJC SUBSTANTIVE CHANGE PROPOSAL

**A LOCATION GEOGRAPHICALLY SEPARATED FROM THE MAIN CAMPUS
AT WHICH SADDLEBACK COLLEGE OFFERS AT LEAST
FIFTY PERCENT OF EDUCATIONAL PROGRAMS**

Saddleback College
28000 Marguerite Parkway
Mission Viejo, CA 92692

October 4, 2010

Prepared by:
Dr. Don Busché, Acting Vice President for Instruction
Saddleback College

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OVERVIEW OF SUBSTANTIVE CHANGE

The purpose of this proposal is to request approval for Saddleback College to offer classes that constitute at least 50% percent of the coursework in the Rapid Digital Manufacturing Program at the Advanced Technology and Education Park (ATEP) campus. The ATEP campus is located 19 miles north of the Saddleback College campus at 15445 Lansdowne Road, Tustin, California, 92782

Introduction and Background

The South Orange County Community College District (SOCCCD) includes two colleges: Saddleback College in Mission Viejo, CA and Irvine Valley College (IVC) in Irvine, CA. On January 9, 2006, the SOCCCD filed a Substantive Change Proposal with the Accrediting Commission for Community and Junior Colleges (ACCJC) regarding the development of an off-site location on 68 acres of land at the Marine Corps Air Station-Tustin (MCAS-Tustin), which was decommissioned in 1999.

As described in the January 9, 2006 Substantive Change Proposal, the city of Tustin, which was granted the land following closure of MCAS-Tustin, conveyed the land to SOCCCD in April 2004. The conveyance stipulated that the land would be used solely and continuously as an advanced technology education campus. Courses to be offered at the ATEP campus included high-technology programs that were offered at Saddleback College and IVC.

On May 31, 2006, SOCCCD received approval from ACCJC Committee on Substantive Change to offer classes at the ATEP campus. An initial campus, consisting of 15,000 square feet of building space consisting of classrooms, administrative offices, restrooms, and a cafe, was completed and the first classes were offered in the fall 2007 semester.

Initially, Saddleback College offered four international language classes at the ATEP campus. In spring 2008, Saddleback College expanded its ATEP offerings to career and technical courses such as medical assisting, business marketing, drafting, entrepreneurship, and network administration as well as general education courses. In ATEP's initial year of operation (2007-08), Saddleback College offered 23 different courses with a total student headcount of 479 at the ATEP campus.

In preparation for its 2010 Accreditation Self Study, Saddleback College conducted a review of its program and course offerings to validate compliance with the ACCJC standards, rules, and regulations. This review included an audit of the Saddleback College course offerings at the ATEP campus in spring term 2010. The review found that some of the Saddleback College classes scheduled at the ATEP campus accounted for 50% or more of the course requirements for six Saddleback College career technical certificate programs and associate degrees. It was also learned that the scheduled general education course offerings accounted for more than 50% of the requirements for an associate degree in general studies.

The course enrollments were reviewed further to determine if any student had actually taken 50% or more of the classes in the identified certificate and degree programs. It was determined that the scheduling pattern of the courses and the short period of time that ATEP was operational prohibited students from completing the number of courses required to meet this threshold.

Given these findings, Saddleback College submitted a Substantive Change Proposal to ACCJC for approval to offer 50% or more of the course requirements for the six certificate programs and two degree programs on February 11, 2010.

On April, 13, 2010, the ACCJC responded to the proposal requesting that Saddleback College prepare a joint addendum with IVC since both colleges were requesting permission to offer classes at the ATEP campus. The joint addendum was submitted to the Committee on Substantive Change on May 5, 2010.

In July 2010, Saddleback College and IVC received notification from ACCJC requesting them to "resubmit proposals with additional information about student services offered at the ATEP, including financial aid".

In preparation for the resubmission of the Substantive Change Proposal, SOCCCD, Saddleback College, and IVC conducted an extensive review of the reporting structure of the ATEP campus as well as the courses and services being offered at the site. As a result of this review, it was recommended that ATEP become an off-site location of IVC and IVC would assume administrative oversight. At its September 27, 2010, meeting, the SOCCCD Board of Trustees accepted this recommendation and took action to reassign IVC and ATEP personnel to implement the change.

During the review of ATEP course offerings, Saddleback College decided to only offer its Rapid Digital Manufacturing Certificate Program at the ATEP campus. Therefore, this Substantive Change Proposal is requesting permission for Saddleback College to offer 50% or more of its Rapid Digital Manufacturing Certificate Program at the ATEP campus.

A program description and curriculum matrix for the Rapid Digital Manufacturing Certificate Program is included in Appendix A of this Substantive Change Proposal.

Relationship to the Institution's Stated Mission

The mission statements of Saddleback College and the ATEP campus are clearly consistent with the establishment of programs where 50% or more of course requirements may be completed at the ATEP campus. The College mission statement, as printed in the 2010-2011 College Catalog, is:

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

Saddleback College is committed to providing high quality postsecondary educational opportunities and is a participant in building the communities it serves and in enhancing the

quality of life of individuals in those communities. The ATEP campus is an integral component of Saddleback's mission. As the economy changes and technology evolves, the need for a trained workforce grows. Saddleback's mission to enhance the quality of life for individuals and the community includes ensuring that students can be trained to contribute to the local, regional, and global economies. A trained workforce is mutually beneficial to individuals who have acquired technological skills and the organizations that recruit those individuals to contribute to the goals of the organization. Saddleback College is committed to providing the education necessary in this process. Offering the Rapid Digital Manufacturing Certificate Program at the ATEP campus will enable Saddleback to broaden its scope and better serve the needs of the community, especially in a challenging economy where many people are out of work and seeking to upgrade their technological skills.

This proposed substantive change will not only enhance Saddleback College's ability to address its mission, but the change will also permit ATEP to fulfill its mission as it was presented in the approved January 9, 2006, Substantive Change Proposal. ATEP's mission is:

... to support the improvement of the competitive position of individuals and of the region through a responsive workforce development strategy. ATEP will create a high-caliber and high-technology learning environment through multiple academic partnerships and strategic public/private alliances, in order to prepare students for successful competition within the local and global economies.

Rationale for Request

The intent for developing the ATEP campus was twofold. First, SOCCCD was gifted 68 acres of land for the express purpose of hosting advanced technology programs created through collaborations with future partners. And secondly, the ATEP campus would provide much needed space for rapidly expanding career and technical programs at both of the SOCCCD'S colleges. As Saddleback College's career and technical education programs are developed and expanded, the need for specialized laboratories and classroom space will be addressed. The ATEP campus will offer enhanced opportunities for program development and expansion.

As the ATEP campus grows into its planned second phase (a 30-acre expansion), it is anticipated that the number of Saddleback College programs where 50% or more of courses required of degree and certificate programs at ATEP could grow them as well.

PLANNING PROCESS LEADING TO REQUEST FOR CHANGE

Needs and Resource Assessment

To determine the demand for the Rapid Digital Manufacturing Certificate Program and to assist class scheduling, a number of surveys and needs assessments were conducted with community members and local businesses regarding their educational needs. The data analysis of the surveys and assessments indicates that among other subjects, community members are interested in rapid digital manufacturing. The Saddleback College Vice President for Instruction and Dean

of Advanced Technology and Applied Science have worked to strategically and incrementally develop a schedule of classes for the Rapid Digital Manufacturing Certificate Program on the ATEP campus.

As noted in the following excerpt from the January 9, 2006, Substantive Change Proposal,

A key component of ATEP's vision is to build partnerships with businesses, non-profit organizations, and other academic institutions to create a collaborative and synergistic learning environment for SOCCCD students and career-minded individuals. Building such partnerships will not only aid in the creation of a unique and high-technology campus, but will also be helpful in providing financial assistance for the cost of construction and equipment—expenses not customarily affordable to a community college district.

To this end, Saddleback College works closely with the Orange County Business Council and local Chambers of Commerce to obtain data on the specific needs of local and regional business and industry. Saddleback College career and technical program faculty hold annual program advisory committee meetings to, among other things, assess the program labor market needs of the community. Moreover, Saddleback College is working with the SOCCCD'S administration and IVC as they plan for the possible ATEP campus expansion.

Anticipated Effect of the Proposed Change on the Rest of the Institution

The Saddleback College Rapid Digital Manufacturing Certificate Program is approved by the State of California Chancellor's Office. Since the program of study is already approved by the state chancellor's office and was offered successfully at Saddleback College, it is expected that this substantive change proposal will have no adverse impact on the institution. Saddleback College anticipates that the change requested in this proposal will be a positive one for the college as the Rapid Digital Manufacturing Certificate Program will have the opportunity to flourish and expand on the ATEP campus.

Benefits Resulting from the Change

As noted in the rationale for this substantive change proposal, offering the Rapid Digital Manufacturing Certificate Program at the ATEP campus affords students the opportunity to achieve their educational, personal, and professional goals while serving the need for a skilled workforce in the college service area. The opening of the ATEP campus has enhanced the delivery of high technology programs by having a site that focuses specifically on these areas. Furthermore, by being able to schedule classes at the ATEP campus, Saddleback College recognizes the opportunities afforded it by building industry partnerships and collaborations. In the immediate future, Saddleback students will have additional access to advanced technology equipment that is customarily too expensive for a community college district to purchase and maintain.

Institutional Impact

Given that ATEP has available classroom and laboratory space, the Rapid Digital Manufacturing Certificate Program is a locally and state approved program, and that Saddleback College has established procedures for the scheduling course offerings at ATEP, no additional institutional impact will result from approval of this Substantive Change Proposal. The rapid digital manufacturing course offerings will continue to grow or retrench based on community needs as measured by the college's program review and academic master planning processes.

Preparation for Change

Due to the popularity of the Rapid Digital Manufacturing Program, the program outgrew its laboratory facility more quickly than anticipated. After an exhaustive review of the Saddleback facilities and given the advanced technological nature of the program, it was determined that the program and students would be better served if the program were offered at the ATEP campus. Therefore, plans were developed to offer the Rapid Digital Manufacturing Certificate Program at the ATEP campus in the 2010-2011 academic year.

INSTITUTIONAL RESOURCES AND PROCESSES FOR CHANGE

Faculty and Staffing

IVC, which is located less than five miles from the ATEP campus, provides administrative oversight and critical resources such as student support services, safety and security, and facilities and maintenance to ATEP.

In addition, ATEP students have full access to the essential student services functions of Saddleback College and IVC such as Admissions and Records, Financial Aid, CalWORKS, Extended Opportunities Program and Services, and Disabled Student Programs and Services. Additionally, IVC provides a dedicated part-time counselor at the ATEP campus to assist all students regardless of their "home campus" and the ATEP website provides an "Ask a Counselor" service to students accessing information via the web.

It is anticipated that the ATEP student services function will expand to meet co-curricular educational needs of the students with the possible expansion of the ATEP campus. For example, counseling, library, bookstore services, and matriculation and assessment offices would be incorporated into any future campus expansion.

Rapid digital manufacturing courses scheduled at ATEP are taught by Saddleback College faculty who have previously taught the courses on the Saddleback College campus. Currently, there is one full time Saddleback College faculty member teaching 40% of his load in the Rapid Digital Manufacturing Program at the ATEP campus. Additionally three part-time faculty are teaching rapid digital manufacturing classes.

Equipment and Facilities

As mentioned earlier in this proposal, the current ATEP campus consists of 15,000 square feet of building space including classrooms, specialized labs, administrative offices, restrooms, and a cafeteria. All classrooms and labs are equipped with state-of-the-art instructional technology that classifies them as “smart” classrooms. The equipment and functionality of the classrooms are identical or superior to the Saddleback College campus facilities.

A Student Resource Center that houses an open computer lab, online library services, and printing service is available Monday through Friday during normal business hours. This resource center functions and serves the ATEP campus similar to the open computer labs on the Saddleback campus. The Student Resource Center also provides information to students regarding four-year colleges, career development, and commonly used reference materials.

Fiscal Resources – Initial and Long Term

The SOCCCD is a basic aid (“excess revenue”) district. This means that its local property taxes equal or exceed the district’s per pupil revenue limit. Consequently, the district does not receive funding based on student enrollment (apportionment). As a basic aid district, SOCCCD is permitted to keep the money from local property taxes and student enrollment fees and still receive state categorical program funding. This arrangement strengthens the link between the local community and the colleges, allowing local taxpayers to hold their colleges accountable for the quality of the educational services they provide. Fortunately, SOCCCD estimates that it will remain a basic aid district for the next several years.

The method for distributing the fiscal resources is implemented through the District Office of Fiscal Services. The first step in the process is to determine the basic aid or “excess revenue.” This is accomplished by calculating the revenue the district would have received from state apportionment and deducting that sum from the local property tax revenue and student enrollment fees. The reasons for calculating the basic aid (excess) revenue is that the budget development guidelines specify that basic aid revenue is to be used for short-term, one-time only projects. The majority of resources allocated to Saddleback College is data driven and reflects the needs of the institution through application of state mandated guidelines and the governing board approved budget guidelines. In addition, Saddleback College is able to submit Basic Aid funding requests to the district.

The SOCCCD is committed to ensuring the availability of fiscal resources necessary to support all programs of study regardless of where they are offered.

Plan for Monitoring Outcomes

All Saddleback College programs undergo the same program review regardless of where they are offered. Annually, trend data that suggest overall effectiveness including such items as enrollment, certificates and degrees awarded, FTES, and cost per FTES are examined. Every three years, each course is reviewed and updated. Every six years, departments conduct a full

program review for the Program Review Committee. In accordance with California Code of Regulations Title 5, Career and Technical Education (CTE) programs are reviewed every two years in addition to the College's regular program reviews. The Rapid Digital Manufacturing Certificate Program is a CTE program. There are no monitoring (or any other) distinctions made between whether students earn course requirements toward a degree or certificate at the Saddleback College campus or the ATEP campus.

Student surveys are completed at the end of each semester for all ATEP courses to gain valuable qualitative feedback. This information is analyzed by the Saddleback College Vice President for Instruction and the Dean of Advanced Technology and Applied Science and the program faculty to improve the overall experience at ATEP. In the most recent surveys, students have commented that they like the convenience of the campus because of its close proximity to the freeways and the fact that the campus is small and parking is convenient. Overall, students report that the quality of instruction is superb and they like the high tech "feel" of the buildings.

EVIDENCE OF INTERNAL AND EXTERNAL APPROVALS

Administrative

The Saddleback College Curriculum Committee is co-chaired by two faculty members who receive reassigned time to serve in this capacity. Voting members approve all new or modified courses, new or modified programs of study, and student learning outcomes for all courses. The SOCCCD governing board approves Saddleback College curriculum each spring semester prior to sending the curriculum to the California State Chancellor's Office for review and approval.

External Regulatory and Legal Requirements

The California Community Colleges State Chancellor's Office (CCCCO) approves all new and/or modified programs of study in accordance with California Code of Regulations Title 5. The SOCCCD Board Resolution 08-35 to approve the final Long-Range Academic and Facilities Plan for the ATEP property is included in Exhibit 5. Since the ATEP campus is recognized as a SOCCCD site by the CCCCCO, approval for Saddleback College courses and programs includes approval for them to be offered at either site or both. See Appendix B for verification that the Rapid Digital Manufacturing Program was approved by the CCCCCO.

SOCCCD Governing Board Approvals

SOCCCD governing board policy requires all programs of study be approved by that body. All programs included in the CCCCCO Inventory of Programs were approved prior to submittal for state approval.

All district constituents and governance groups were involved in program planning and development discussions related to the ATEP campus. This substantive change proposal will be presented to the SOCCCD governing board as an information item at its October 2010 meeting.

EVIDENCE OF MAINTENANCE OF ELIGIBILITY REQUIREMENTS

The Accrediting Commission and the Western Association of Schools and Colleges (WASC) have prescribed 21 eligibility requirements for community and junior colleges. A summary of the eligibility requirements and the impact of this substantive change proposal (if any) on the eligibility requirements follows. Documentation is either included in this substantive change proposal or referenced for each requirement.

1. Authority

In order to be eligible, an institution must be authorized or licensed to operate as an educational institution and to award degrees by an appropriate governmental organization or agency as required by each of the jurisdictions or regions in which it operates.

For public community colleges in California, the ACCJC requires official recognition by the California Postsecondary Education Commission and the California Community Colleges Board of Governors. Public colleges in the Western Pacific are authorized through a charter provided as part of a regional treaty. Public colleges in Hawaii are authorized through State legislation.

Saddleback College is accredited by ACCJC, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the United States Department of Education. Saddleback College has been accredited since 1967. Accreditation visits are made every six years by the Western Association of Schools and Colleges (WASC).

2. Mission

The institution's educational mission must be clearly defined, adopted, and published by its governing board consistent with its legal authorization, and be appropriate to a degree granting institution of higher education and the constituency it seeks to serve. The mission statement defines institutional commitment to achieving student learning.

The Mission of Saddleback College will not change. The mission statement is and will continue to be reflective and inclusive of all college sites. The college's mission statement is found in several documents, including the College Catalog, and Strategic Plan and Educational Master Plan. The mission statement is reviewed yearly by the college Consultation Council and presented to the SOCCCD governing board each spring for review and approval.

3. Governing Board

The institution must have a functioning governing board responsible for the quality, integrity, and financial stability of the institution and for ensuring that the institution's mission is being carried out. This board must be ultimately responsible for ensuring that the financial resources of the institution are used to provide a sound educational program. The board's membership must be sufficient in size and composition to fulfill all board responsibilities. The governing board must be an independent policymaking body capable of reflecting constituent and public

interest in board activities and decisions. A majority of the board members must have no employment, family, ownership, or other personal financial interest in the institution. The board must adhere to a conflict of interest policy which assures that those interests are disclosed and that they do not interfere with the impartiality of governing body members or outweigh the greater duty to secure and ensure the academic and fiscal integrity of the institution.

The seven-member Board of Trustees of the SOCCCD governs Saddleback College. The governance is inclusive of all Saddleback College sites. The Board holds monthly meetings that are open to the public with notices and agendas widely posted in advance. The ATEP campus is embraced by the governing board as critical to the mission of Saddleback College and to providing educational opportunities to the SOCCCD service area. The biographies of the individual board members may be found on the SOCCCD Board of Trustee's Web site at: http://www.socccd.edu/about/about_board_map.html. The current SOCCCD Board of Trustees Policies are available at: http://www.socccd.edu/about/about_boardpolicy.asp.

4. Chief Executive Officer

The institution must have a chief executive officer appointed by the governing board, whose full-time responsibility is to the institution, and who possesses the requisite authority to administer board policies. Neither the district/system chief administrator nor the college chief administrator may serve as the chair of the governing board.

Dr. Tod A. Burnett, President of Saddleback College, has primary responsibility for the college and has executive responsibilities for administering Board policies. Board Policy 2101, Delegation of Authority to the College President (Appendix C), outlines Dr. Burnett's responsibility as the Chief Executive Officer of Saddleback College.

5. Administrative Capacity

The institution must have sufficient staff, with appropriate preparation and experience to provide the administrative services necessary to support its mission and purpose.

The administrative staff size at Saddleback College and at the ATEP campus are adequate in number, experience, and qualification to provide appropriate administrative oversight to the courses and programs offered on the ATEP campus. IVC works closely with Saddleback College administration through participation on the College and District councils, committees, and other joint efforts. See Appendix D for listing of Saddleback College administrators and IVC administrators assigned to the ATEP campus.

6. Operational Status

The institution must be operational, with students actively pursuing its degree programs.

Seventy-five students are currently enrolled in the Rapid Digital Manufacturing Certificate Program courses at ATEP. A Saddleback College enrollment history, as well as enrollments in

certificate and degree programs by year, is published in the Saddleback College Institutional Effectiveness Report and may be found on the Web at the following URL:
<http://www.saddleback.edu/asenate/EPACCommittee.html>. Annual enrollment updates may be found on the Web at the following URL for the College's Research and Planning Office:
<http://www.saddleback.edu/rpg>.

Hardcopies of the college's current class schedule are available on both the college and the ATEP campus. The printed schedule clearly identifies the location (site) where sections are offered. A "searchable" class schedule of all Saddleback College classes is available on the Saddleback website site at <http://www.Saddleback.edu/schedules.htm>.

7. Degrees

A substantial portion of the institution's educational offerings must be programs that lead to degrees, and a significant proportion of its students must be enrolled in them.

Students are provided with several options for fulfilling the requirements for an associate degree at Saddleback College. Each is designed to meet specific educational goals. Through careful course scheduling and enrollment management strategies, course enrollments meet the strategic goals of the college while meeting student needs related to course and degree completion.

Students may fulfill a major in any of the career and technical areas as well as several general areas by completing a minimum number of units (as specified in the College Catalog) and upon completion of general education requirements specified for a specific area. Degree opportunities, transfer courses and certificate of achievements are clearly identified in the College Catalog.

8. Educational Programs

The institution's principal degree programs must be congruent with its mission, must be based on recognized higher education field(s) of study, must be of sufficient content and length, must be conducted at levels of quality and rigor appropriate to the degrees offered, and must culminate in identified student outcomes. At least one degree program must be of two academic years in length.

Successful completion of approved programs at Saddleback College may lead to an Associate of Arts or Associate of Science Degree; a Certificate of Achievement or a Skills Award in a specified career or technical field; or completion of lower division (freshman and sophomore) requirements for transfer to upper division (junior) standing at a four-year college or university.

The names of the degrees offered at Saddleback College reflecting the institution's mission statement are found in the current College Catalog. Course descriptions are also found in the catalog. Each semester's Schedule of Classes identifies the site where courses are offered. The College's Curriculum Committee ensures programs of study are congruent with the college mission and meet all legal requirements related to length, content, quality, and rigor regardless of the site where sections are offered or whether sections are offered online.

9. Academic Credit

The institution must award academic credits based on generally accepted practices in degree granting institutions of higher education. Public institutions governed by statutory or system regulatory requirements must provide appropriate information about the awarding of academic credit.

Institutional policies on transfer and awarding of credit are specified in the College Catalog. The educational programs offered at Saddleback College as well as the Rapid Digital Manufacturing Certificate Program offered on the ATEP campus are consistent with the College Mission “to provide a dynamic learning environment and diverse opportunities to fostering student success and contributing to the community.” These programs and courses have sufficient content and length and are based on Title 5, section 55002.5 of the California Administrative Code. Credit is assigned to courses based on the “Carnegie unit” which expects student to complete 18 hours of work for one unit of credit.

10. Student Learning and Achievement

The institution must define and publish for each program the program’s expected student learning and achievement outcomes. Through regular and systematic assessment, it must demonstrate that students who complete programs, no matter where or how they are offered, achieve these outcomes.

At the course level, Saddleback College faculty have integrated student learning outcomes and assessment into the course development and review processes using its curriculum management database system: CurricUNET. At the program level, the program review process includes a strong emphasis on student learning outcomes and assessment strategies. Overseen by the Curriculum Committee, all programs have established learning outcomes and assessment plans. Further, the General Education Committee embraces demonstrable student learning outcomes as the foundation of the general education package. Course outlines of record, including the minimum standards, are maintained in the CurricUNET database. Outcome data from the educational program reviews are also available in the CurricUNET database.

11. General Education

The institution must define and incorporate into all of its degree programs a substantial component of general education designed to ensure breadth of knowledge and promote intellectual inquiry. The general education component must include demonstrated competence in writing and computational skills and an introduction to some of the major areas of knowledge. General education must have comprehensive learning outcomes for the students who complete it. Degree credit for general education programs must be consistent with levels of quality and rigor appropriate to higher education. See the Accreditation Standards, II.A.3, for areas of study required for general education.

Saddleback College has three patterns of General Education courses (Saddleback College GE, CSU GE and IGETC) that promote the student's personal, cultural and intellectual growth. Students who successfully complete the general education requirements will be better prepared to evaluate and appreciate physical, cultural, and social environments. Successful completion of the courses will contribute to a better self-understanding.

General education courses are listed in the College Catalog. All course descriptions are found in the Catalog and verification of their quality and rigor is provided. The college's Curriculum Committee approves all courses to be included in general education sequence. General education courses are taught on the Saddleback College campus. All Saddleback College courses are taught in accordance with course outlines of record, with assessment of approved student learning outcomes regardless of teaching site.

12. Academic Freedom

The institution's faculty and students must be free to examine and test all knowledge appropriate to their discipline or area of major study as judged by the academic/educational community in general. Regardless of institutional affiliation or sponsorship, the institution must maintain an atmosphere in which intellectual freedom and independence exist.

The college's academic freedom policy for faculty and students is set forth in Board Policy, 6120. It is also made available in the faculty handbook and on the college's web site at <http://www1.socccd.cc.ca.us/docs/board/policies/BP-6120AcademicFreedom.pdf>. The District's academic freedom policy is applicable regardless of site.

Academic Freedom includes the protection of the opportunity for the teacher to teach, and for the teacher and the student to study, without coercion, censorship, or other forms of restrictive interference. Academic freedom encourages the flow of ideas with the recognition that freedom to teach and freedom to learn imply both rights and responsibilities within the framework of the law.

13. Faculty

The institution must have a substantial core of qualified faculty with full-time responsibility to the institution. The core must be sufficient in size and experience to support all of the institution's educational programs. A clear statement of faculty responsibilities must include development and review of curriculum as well as assessment of learning.

Saddleback College employs 231 full-time faculty member and over 621 part-time faculty members. Information about full-time faculty including name, title, and degrees are listed in the College Catalog. Information regarding part-time faculty is kept in the academic division offices and in the SOCCCD Human Resource Department office. The Saddleback College faculty handbook provides information on faculty responsibilities, resources and other relevant information regarding teaching and learning. Faculty who meet minimum qualifications, according to the California State Chancellor's Office, are assigned to teach sections at all sites.

14. Student Services

The institution must provide for all of its students appropriate student services that support student learning and development within the context of the institutional mission.

At its September 27, 2010, meeting, the SOCCCD Board of Trustees reorganized the ATEP administrative structure to better define the functional and administrative relationship of the ATEP campus to the colleges. As a result of this reorganization, ATEP was designated as an off-site location administered by IVC. This reorganization has clarified the roles and responsibilities as related to the various student services areas. The IVC Vice President of Student Services serves as administrator for student services at the ATEP campus. The IVC Vice President is supported by the IVC Dean of Counseling Services. The IVC Dean of Career Technical Education and Economic Development, who is located on the ATEP campus, assists the Vice President and Dean of Counseling Services with this function on the ATEP campus.

Several procedures are now in place to ensure, promote, and achieve student success at the ATEP campus.

A link to the student services available on the ATEP campus is prominently located on the ATEP website at: <http://www.atep.us/student-services/default.asp/> and a link to the Saddleback College student services website is available at: <http://www.saddleback.edu/vpss/>.

Saddleback College is firmly committed to the success and retention of students regardless of the classroom location, and there are no implications that this substantive change proposal will have an adverse affect on past, present, or future Saddleback College students. The student services programs available to Saddleback College students on the ATEP campus include:

Admissions. The admissions process is available online via CCAApply, an internet based application and registration portal. Once enrolled, students may register for classes, pay their fees, check their placement levels, and update their contact information via MySite (student web portal provided by the district).

The MySite portal is of great importance to ATEP students because it provides access to the academic calendar, prerequisite list, important deadlines, forms and brochures, and general information. In addition, students can view their grades and obtain transcript information online.

Financial Aid. Saddleback College students attending classes on at ATEP have access to Saddleback College's financial aid information through the Saddleback College website, including instructions on the process, types of aid, and forms. Federal financial aid applications are available both in print and online for students to use at their own discretion.

The part-time ATEP counselor is available to answer general questions and refers students to the appropriate individual on the Saddleback campus for more in depth and/or personal assistance. In the 2009-10 academic year, the Stars Scholarship Tracking and Review System (an online scholarship application process) was implemented at Saddleback College. This system allows the

Student Financial Assistance/Scholarship Office to select applicants, track awards more effectively, and ensure the timely distribution of funds.

In the fall of 2010, the Financial Assistance/Scholarship Office implemented the Higher One Saddleback Card. This system allows financial aid disbursements to be deposited directly to a debit card or transferred to the student's bank account.

California Residents can also apply for the Board of Governors' Fee Waiver online via the FAFSA application. Security measures are in place for off campus interaction with the Financial Aid Office by identification of a financial aid password.

Academic Advising, Counseling, and Transfer. The part-time ATEP counselor provides academic advising and counseling throughout the academic year. The counselor is available by appointment or online through the "Ask a Counselor" link on the ATEP home page. The Saddleback College Transfer Center's website provides ATEP students and counselor access to information on transfer, specific agreements for transfer with individual colleges, and forms for assessing progress in fulfilling the requirements for transfer.

For those students who have a clearly defined educational goal, the part-time ATEP counselor uses the district developed program, MAP (My Academic Plan), to guide students through the process of creating their own personal academic plan.

Course Placement. Because there are various ways of demonstrating placement or completion of a requirement, students rely on counseling and advising services. The part-time ATEP counselor as well as the program instructors assists students in proper course placement and in determining prerequisites.

Campus Safety and Security. IVC provides campus security, patrols the ATEP campus. Their officers investigate and report any crimes and incidents for proper action. Officers also enforce parking regulations and issue parking violation tickets. These uniformed officers work closely with jurisdiction police officers who quickly respond for back-up when requested. If the event does not requiring police assistance, campus safety and security officers will escort student(s) to the office of the Dean of Career Technical Education and Workforce Development for student disciplinary action as appropriate. Security officers will also provide escort service to one's vehicle upon request.

EOPS/DSPS Services. The Dean of Career Technical Education and Workforce Development and the part-time ATEP counselor act as liaisons between ATEP students and faculty to assure that equal opportunity for a quality education is provided. The part-time ATEP counselor performs initial assessments and makes referrals to the student's "college of record" (Saddleback College or IVC) for learning disability assessment, test proctoring, and specialized tutoring. When there is an identified, documented need, the college of record provides learning specialists for the following: study skills and learning strategies, talking books, academic progress monitoring, referrals to outside sources, coaching, goal setting, and adaptive equipment and software. The budget for these services is provided through the general fund and categorical budgets of the student's college of record.

Student Health Services. The student's college of record is the primary provider of non-emergency health services to students on the ATEP campus. Emergency assistance for major illnesses and injuries are referred to local off-campus health care providers.

ATEP uses its website, schedule of classes, and the colleges' student handbooks to adequately describe student services. The College catalog, schedule of classes and student handbook are reviewed and updated annually. The website is updated immediately as needed.

15. Admissions

The institution must have adopted and must adhere to admission policies consistent with its mission that specify the qualifications of students appropriate for its programs.

Saddleback College's admissions policy is included in the College Catalog. A copy of the enrollment application and a statement of student qualifications for admission are included in the current class schedule. Admissions policies are applicable to all students regardless of the site where courses are offered.

16. Information and Learning Resources

The institution must provide, through ownership or contractual agreement, specific long-term access to sufficient information and learning resources and services to support its mission and instructional programs in whatever format and wherever they are offered.

A profile of the Saddleback College Library's holdings and resources may be found on the library web site at <http://www.saddleback.edu/library>. Saddleback College has an inter-library loan agreement with On-line Computer Library Center, Inc. (OCLC) and provides this service to on-campus and off-campus students during the fall and spring terms. Students are asked to pay any costs charged by the lending library.

In addition to its book collection, the library provides on-campus and off-campus access to 8,144 journals and newspapers. This scholarly collection offers information in nearly every area of academic study. Assistance in locating information is provided by professionally trained librarians "face to face" at the library reference desk, or electronically by phone, e-mail, or live 24/7 chat line. All on-campus and on-line learning resources are available to students taking classes at the ATEP campus.

17. Financial Resources

The institution must document a funding base, financial resources, and plans for financial development adequate to support student learning programs and services, to improve institutional effectiveness, and to assure financial stability.

District financial planning and information is under the purview of the Acting Vice Chancellor for Business Services. College financial planning is delegated to the college President with

assistance from the Director of College Fiscal Services. Financial planning for the ATEP campus is now delegated to the President of IVC. The current budget for Saddleback College and statement of fund balances for the Saddleback College Foundation are available in the College's Office of Fiscal Services. The general fund budget for the college includes support across all instructional and student services programs at the college. The support for instructional and student services programs that result in the College meeting Standard II are included in the college budget. The college's Consultation Council reviews programmatic needs each year based on program review and academic master planning for the purpose of recommending a final budget to the college president.

18. Financial Accountability

The institution must undergo an audit annually and make available an external financial audit by a certified public accountant or an audit by an appropriate public agency. The institution must submit with its eligibility application a copy of the budget and institutional financial audits and management letters prepared by an outside certified public accountant who has no other relationship to the institution for its two most recent fiscal years, including the fiscal year ending immediately prior to the date of the submission of the application. The audits must be certified and any exceptions explained. It is recommended that the auditor employ as a guide Audits of Colleges and Universities, published by the American Institute of Certified Public Accountants. An applicant institution must not show an annual or cumulative operating deficit at any time during the eligibility application process.

The SOCCCD is a basic aid district which means that the majority of its funding comes from local property taxes. Additional college funding sources come from Federal and State grants and from corporate and private donations. Reports on audit of financials and supplemental information including report on compliance dated are prepared for the SOCCCD and Saddleback College by Macias, Gini, & O'Connell, LLP and are available annually for review in the District Fiscal Services Office. The District meets this eligibility requirement by ensuring a balanced budget that supports all college sites as verified by the certified public accounting firm.

19. Institutional Planning and Evaluation

The institution systematically must evaluate and make public how well and in what ways it is accomplishing its purposes, including assessment of student learning outcomes. The institution must provide evidence of planning for improvement of institutional structures and processes, student achievement of educational goals, and student learning. The institution must assess progress toward achieving its stated goals and make decisions regarding improvement through an ongoing and systematic cycle of evaluation, integrated planning, resource allocation, implementation, and reevaluation.

The Saddleback College Planning and Budget Steering Committee serves as the strategic planning and budget committee for the college. The 2007-2010 Strategic Plan sets forth the strategic directions, goals, and strategies that Saddleback College is pursuing in order to fulfill the college mission. A copy of the most recent Strategic Plan may be viewed on the strategic

planning website at: <http://www.saddleback.edu/gov/sp/index.html>. The most recent institutional evaluations of student assessment and outcomes systems may be found at: <http://www.saddleback.edu/asenate/epaccommittee.html>.

20. Public Disclosure

The institution must provide a catalog for its constituencies with precise, accurate, and current information about the college in general, requirements, major policies affecting students, and documentation.

All of the required information is available from the Saddleback College home page on the web at: www.saddleback.edu, or in one of the following sources, which are all public documents: the College Catalog, current Schedule of Classes, Saddleback College Student Handbook, Saddleback College Faculty Handbook, and SOCCCD Board of Trustees Policies and Administrative Regulations.

The Saddleback College Public Information Office maintains copies of recent print or media advertisements and press releases for the college. The College Catalog includes addresses to all college sites, services available at all sites, and names of administrators and staff that support each site. The Public Information Office also supports Saddleback College with promotional materials for their course offerings at the ATEP campus.

21. Relations with the Accrediting Commission

The institution must provide assurance that it adheres to the eligibility requirements and accreditation standards and policies of the commission, describes itself in identical terms to all its accrediting agencies, communicates any changes in its accredited status, and agrees to disclose information required by the commission to carry out its accrediting responsibilities. The institution must comply with commission requests, directives, decisions and policies, and must make complete, accurate, and honest disclosure. Failure to do so is sufficient reason, in and of itself, for the commission to impose a sanction, or to deny or revoke candidacy or accreditation.

A general statement of accreditation for Saddleback College is in the College Catalog. A general description of Saddleback College and a listing of programs of instruction are contained in this same document. A signed letter from the college President, assuring the district's compliance with ACCJC's policies, is on file with ACCJC and in the college President's office. Relations with ACCJC would not be impacted as a result of this Substantive Change Proposal other than the result would be Saddleback College meeting ACCJC's requirements for instituting substantial changes.

**EVIDENCE THAT EACH ACCREDITATION STANDARD WILL STILL BE
FULFILLED RELATED TO THE CHANGE AND THAT ALL RELEVANT
COMMISSION POLICIES ARE**

Standard I: Institutional Effectiveness and Mission

As stated on page one of this substantive change proposal, Relationship to the Institution's Stated Mission, the current mission statement of the college is clearly consistent with the establishment of the Rapid Digital Manufacturing Certificate Program where 50% or more of course requirements may be completed at the college's ATEP campus. The Saddleback College Mission Statement clearly shows the institutional intent to serve the needs of both individuals and the community by offering a variety of programs and services in transfer education, career and technical education, general education, basic skills education, community education, and support services. In addition to conforming to the actual mission statement, the stated institutional goals that derive from it also support offering programs of study where 50% or greater of program requirements may be earned at the ATEP campus. These statements refer to the ". . . rapid social, cultural, economic, and technological changes affecting higher education" – and the intent of the Saddleback College master plan to quickly address the changing and ever-increasing educational needs of the community.

"Saddleback College enriches its students and the south Orange County community by providing a comprehensive array of high quality courses and programs that foster student learning and success in the attainment of academic degrees and career technical certificates, transfer to four-year institutions, improvement of basic skills, and lifelong learning. (Saddleback College Catalog 2010-2011, Volume XXXXII, page 7 available at: <http://www.saddleback.edu/cc/documents/SaddlebackGenifpages7-44.pdf>)

This proposed substantive change will enhance the college's ability to address this purpose. As the college grows, the number of programs where 50% or more of courses required of degree and certificate programs available at the ATEP campus may grow as well. As such, the college is seeking approval to offer the Rapid Digital Manufacturing Certificate Program in this substantive change proposal.

Standard II: Student Learning Programs and Services

The college assures quality of the courses offered at the ATEP campus the same as the main Mission Viejo campus. Regardless of the location of delivery, courses and programs of study are approved by the college's curriculum committee with adherence to the college's established course outlines of record (as required by the California Community College's State Chancellor's Office). All courses are taught with the most appropriate pedagogy and methodology with respect to the official course outline of record and with the use of state-of-the art instructional technology as noted in the equipment and facilities response on page six of this substantive change proposal. All class sections, regardless of where they are offered, adhere to the appropriate depth and rigor of all sections taught in a discipline. Sections are always scheduled with consideration to what is in the best interest of students, offering choices that will enhance

their personal, educational, and professional development and the opportunity to complete certificate and degree programs in a reasonable time frame.

All courses, regardless of location of delivery, adhere to the college's established student learning outcomes program with oversight by the Educational Planning and Assessment Committee which is a subcommittee of the college's Academic Senate. Currently all disciplines have approved student learning outcomes and assessments established for courses in their programs. Assessment has been ongoing since 2008. The principles and practices included in the college's student learning outcomes and program review processes and procedures have resulted in the college's proficiency in student learning outcomes, program review, and planning and budgeting regardless of whether programs and courses are offered on the Saddleback College campus or on the ATEP campus.

An online orientation to the Saddleback College is offered at the college's admissions and records office web site at:
<http://www.Saddleback.edu/StudentServices/Admissions/onlineorientation.htm>. Counseling is available to all students, including those at the ATEP campus on a by-appointment or drop-in basis. On line counseling is also available to all students at the counseling department web site:
<http://www.Saddleback.edu/StudentServices/Counseling/onlineadvising.htm>.

The student support services at the ATEP campus include counseling, a student resource center, and a cafe. As noted in the faculty and staffing section of this substantive change proposal, a Dean of Career Technical Education and Workforce Development has been re-assigned the ATEP from IVC.

The Saddleback College Counseling Services and Special Programs Division has completed administrative outcomes that are currently assessed and part of the overall proficiency of the college in student learning outcomes, program review, and planning and budgeting. Student learning outcomes are developed and assessed for the overall student services programs and without regard for location. College faculty and staff work to ensure student services are available equally to students regardless of the location or method of instruction of the courses they take.

Standard III: Resources

Faculty members are hired and evaluated in accordance with established SOCCCD Board Policies and Administrative Regulations and the current Academic Employee Master Agreement regardless of the site of teaching assignments. Space is available at the ATEP campus for instructor/student consultations and preparation for classes. All Saddleback College faculty have support from administrative. Saddleback College and ATEP facilities are adequate for the number of sections scheduled and number of students served. Both Saddleback College and ATEP provide sufficient maintenance to ensure the safety and security of students. Training in support of technology use in the classroom is available to ATEP faculty at the Saddleback College Innovation and Technology Center (ITC). Training costs are funded through the Saddleback College's general fund budget.

Further, and as noted in the equipment and facilities section of this substantive change proposal, all ATEP classrooms and laboratories are equipped with state-of-the-art instructional technology that classifies them as “smart” classrooms. The equipment and functionality of the classrooms are identical or superior to the Saddleback College campus facilities. A Student Resource Center that houses an open computer lab, online library services, and printing service is available Monday through Friday during normal business hours. This resource center functions and serves the ATEP campus similar to the open computer labs on the Saddleback campus.

Saddleback College’s planning and budgeting is based on an academic master plan that addresses needs identified by college faculty, staff, and students. The Consultation Council makes the final budget recommendations to the college president. The recommendations are based on the charge of the committee and criteria established for budget development. As a result, programs of study are supported through a collegial process that ensures student success regardless of location or mode of delivery of courses.

Standard IV: Leadership and Governance

Saddleback College’s governance processes and procedures may be accessed by all faculty and staff regardless of the teaching location. Students are represented by the college’s Associated Student Government (ASG) with representation from all college sites. ASG officers are elected by students.

As shown in the college’s management organizational chart (Appendix E) all instructional programs are managed by the Saddleback College division deans and the Vice President for Instruction regardless of the site location. Classes scheduled at the ATEP campus have additional oversight by the IVC Dean of Career Technical Education and Workforce Development (Appendix F).

SUMMARY

The purpose of this proposal is to request approval for Saddleback College to offer classes at the ATEP campus that constitute at 50% percent or more of the Rapid Digital Manufacturing Certificate Program.

DOCUMENTATION

Documentation in support of offering programs where 50% or more of required classes in the Rapid Digital Manufacturing Program be offered at the ATEP campus of Saddleback College are included as the following exhibits:

- 1 ATEP Campus Floor Plans
- 2 Sample Saddleback College Class Schedule Page Indicating Address and Classes Offered at the ATEP Campus
- 3 Map Showing Saddleback College Campus and ATEP Campus
- 4 Board Resolution Showing Action to Approve ATEP Location

Exhibit 1

ATEP Campus Floor Plans

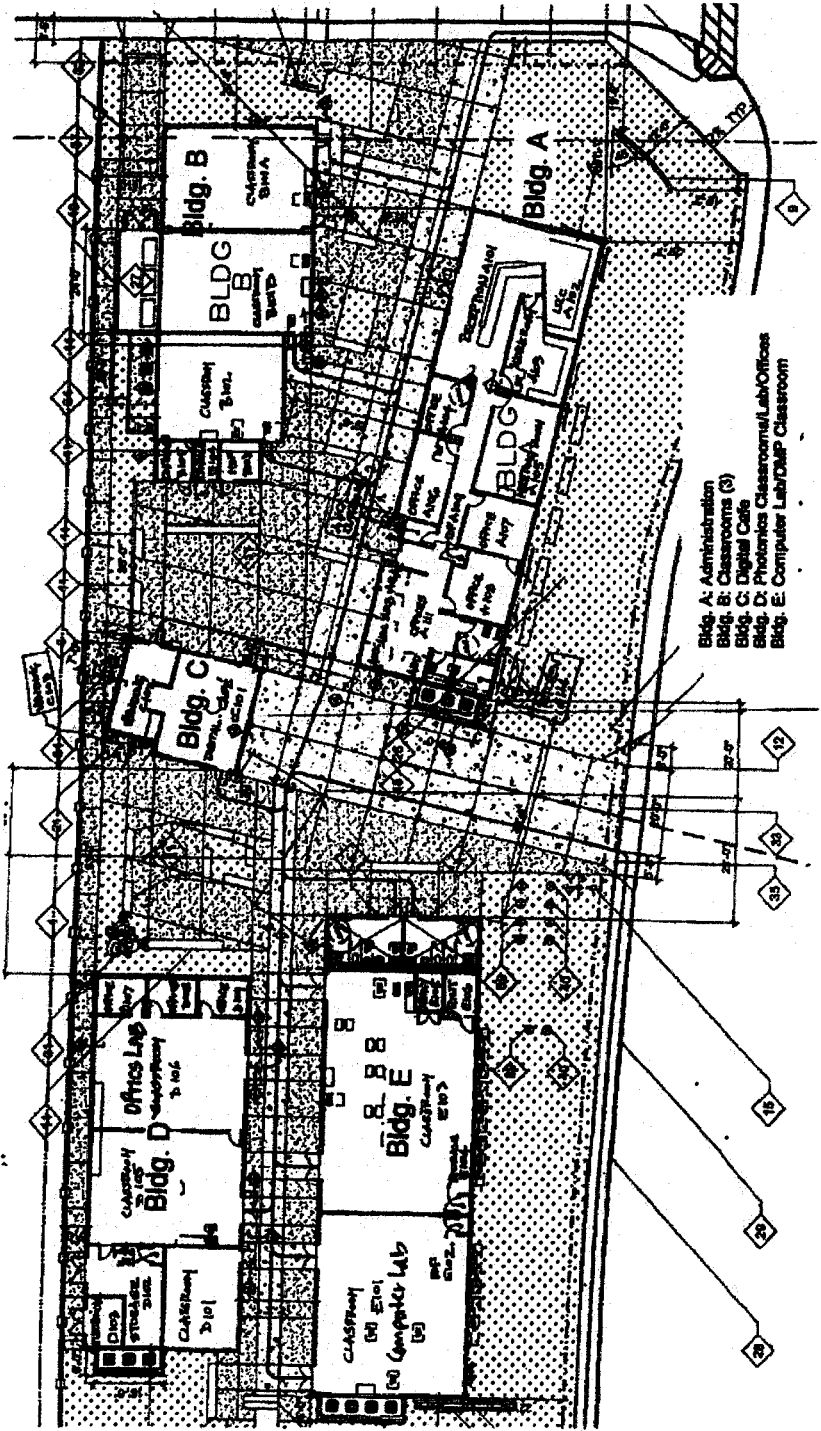


Exhibit 2



Sample Saddleback College Class Schedule Page
Indicating Address and Classes Offered at the ATEP Campus


54 ♦ SADDLEBACK COLLEGE


ticket	time	days	instructor	room
--------	------	------	------------	------


MANUFACTURING

ADVANCED TECHNOLOGY & APPLIED SCIENCE.....(949) 582-4541

MFG 200 INTRODUCTION TO RAPID-PROTOTYPING TECHNOLOGY 3 Units
 Rec Prep: ARCH/DR 50 and 51. A comprehensive study of rapid prototyping (RP) and Additive Manufacturing (AM). Primary topics will include prototype fundamentals, terminology, machine technology, advantages vs. disadvantages of various technologies, materials and finishing for industry. Features applied laboratory activities.
 Materials fee of \$30.00 payable at registration.
 16210 06:00PM-07:50 T Tackett, E.  ATEP E101
 06:00PM-08:50 Th Tackett, E.  ATEP E101
 Class location: ATEP, 15445 Landsdowne Rd, Tustin, (corner of Red Hill and Valencia) Rm E101
 Directions available at www.atep.us.

MFG 203 INTRODUCTION TO MANUFACTURING PROCESSES 2 Units
 Study of modern manufacturing techniques. The use of machine tools, testing devices, and inspection methods and relation of design to production and assembly.
 20020 06:00PM-09:50 F Staff  ATEP E101
 Class location: ATEP, 15445 Landsdowne Rd, Tustin, (corner of Red Hill and Valencia) Rm E101.
 Directions available at www.atep.us.

MFG 204 3D COMPUTER AIDED DESIGN - SOLIDWORKS 3 Units
 Rec Prep: DR/ARCH 50 and ARCH 51. A course in the operation and application of modern computer-aided design using Solidworks. Includes development of 3D computer models from concept to rapid prototyping, component parts, drawings, and assemblies.
 Materials fee of \$4.00 payable at registration.
 16645 06:00PM-08:50 MW Dolan, B.  ATEP B101A
 Class location: ATEP, 15445 Landsdowne Rd, Tustin, (corner of Red Hill and Valencia) Rm B101A.
 Directions available at www.atep.us.

MFG 205 SILICONE AND URETHANE MOLD MAKING 3 Units
 Study of silicones and urethanes and their applications in mold making. Hands-on class requires students to create silicone and urethane molds of various types. Topics also include vents, sprue, parting lines, and keys.
 Materials fee of \$30.00 payable at registration.
 20010 06:00PM-09:50 MW Staff  ATEP E101
 Tkt #20010 meets 08-23 through 10-17 and has 2 hours TBA per week.
 Class location: ATEP, 15445 Landsdowne Rd, Tustin, (corner of Red Hill and Valencia) Rm E101.
 Directions available at www.atep.us.



MFG 206 RESIN AND FOAM CASTING 3 Units
 Prereq: MFG 205. A comprehensive study of resins and foams used in the casting industry. Students will cast a variety of objects using molds created in the silicone and urethane mold-making class.
 Materials fee of \$30.00 payable at registration.
 16095 06:00PM-09:50 M Staff  ATEP E101
 Lab 06:00PM-09:50 W Staff  ATEP E101
 Tkt #16095 meets 10-18 through 12-19 and has 2 hours TBA per week.
 Class location: ATEP, 15445 Landsdowne Rd, Tustin, (corner of Red Hill and Valencia) Rm E101.
 Directions available at www.atep.us.

Exhibit 3

Map Showing Main Campus and ATEP Campus

- Centrally located in South Orange County
- Extensive support services
- Convenient online application and registration
- High transfer rates to UC and CSU
- Ample financial aid, scholarship, and job opportunities
- Dynamic Honors Program
- Daytime, evening, and online classes
- World-class faculty
- Individual attention

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
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John S. Williams, Bj-Anne J. Bailey, Student Trustee • Fechu P. Mathur, Ed D., Chancellor
SADDLEBACK COLLEGE: Todd A. Burnett, Ed D., President

Exhibit 4

Board Resolution Showing Action to Approve the Final
Long-Range Academic and Facilities Plan
for the ATEP Campus

2. Final Proposed Resolution No. 08-35 Entitled:

"Resolution of the Board Of Trustees Of The South Orange County Community College District Adopting The Addendum as Amended by Errata Dated November 2008 To The Final Joint Program Environmental Impact Statement Environmental Impact Report ("FEIS/EIR") For The Disposal And Reuse Of The MCAS Tustin And The MCAS Tustin Specific Plan/Reuse Plan Dated October 1996, As Amended By The Errata Dated September 1998 Pursuant To The California Environmental Quality Act For The Project

Resolution Of The Board Of Trustees Of The South Orange County Community College District Adopting The Long-Range Academic And Facilities Plan Dated June 2008 And As Amended By The Errata Dated October 2008 For The Advanced Technology Education Park Campus

Resolution Of The Board Of Trustees Of The South Orange County Community College District Adopting The Long-Range Academic Plan Dated June 2008 And As Amended By The Errata Dated October 2008 For The Advanced Technology Education Park Campus"

(To be provided to the Board November 2008)

3. *Draft Long-Range Plan June 2008*; RGP Planning & Development Services (Provided to the Board June 2008)
4. *Draft Long-Range Plan Errata, October 2008*; RGP Planning & Development Services (Previously provided to the Board October 2008)
5. *Draft Long-Range Academic Plan, June 2008*; RGP Planning & Development Services (Provided to the Board June 2008)
6. *Draft Long-Range Academic Plan Errata, October 2008* (RGP Planning & Development Services) (Previously provided to the Board October 2008)
7. *Market Feasibility Study For Potential Studio/Soundstage Component, Advanced Technology & Education Park, Tustin, CA; October 2008*; The Natelson Dale Group (Previously provided to the Board October 2008)
8. *Letters of Support (Numerous and Various Dates)* (Two Sets) (First set previously provide to the Board October 2008 and second set to provided to the Board November 2008)
9. *Addendum / Initial Study*, RGP Planning & Development Services (Previously provided to the Board October 2008)
10. *Addendum / Initial Study Errata; November 2008*; RGP Planning & Development Services (To be provided to the Board November 2008)

Item Submitted By: *Dr. Raghu P. Mathur, Chancellor*

Appendix A

Program Description and Curriculum Matrix for Programs
Addressed in this Proposal

**Rapid Digital Manufacturing
Certificate Program**
(Saddleback College)

Rapid Digital Manufacturing addresses the competencies required by technical, engineering, and management professionals working in industry where products are designed and developed, with specific emphasis on mechanical/manufacturing, art/animation, medical imagery, geographic information systems, and architecture.

The program is designed to develop a solid educational foundation for graduates to work closely with engineers, designers, and professionals in multiple industries, using additive processes for product development, 3D visualization, art, entertainment, architecture, medical modeling, and geographic information systems.

Course	Title	Units	Lecture	Lab
CIM 221	Managing Projects with Microsoft Project	3	3	3
DR 51*/ARCH 51*	Computer-Aided Drafting	3	2	4
DR 152*/ARCH 152*	Advanced Computer-Aided Drafting	3	2	4
MFG 200*	Intro to Rapid-Prototyping Technology	3	2	3
MFG 201*	Adv. CAD Model Marking & Tooling	2	1	3
MFG 203	Intro. To Manufacturing Processes	2	1	3
MFG 204*	3D Computer-Aided Design - Solidworks	3	2	4
MFG 205	Silicone and Urethane Mold Making	3	2	3
MFG 206	Resin and Foam Casting	3	2	3
MFG 289	Special Topics	3-6	2-4	3-6
Total Units		30-33		

Appendix B

California Community College Chancellor's Office
Inventory of Approved Saddleback College
Degree and Certificate Programs

Rapid Digital Manufacturing

**CA Community Colleges Chancellor's Office
(891) Saddleback College**

[Program Inventory Last Updated on: 03/11/10 04:09:35]

T.O.P.	T.O.P. Title Local Title	Cert Units	Degree Units	Degree Type	Year Approved
956.00	Manufacturing and Industrial Technology	24	24	S	2008
	Rapid Digital Manufacturing				

KEY TO THE COLUMN HEADINGS

- **T.O.P.** The Taxonomy of Programs is a system of nomenclature for designating programs in the California Community College system. This inventory is in its Sixth Edition. The complete T.O.P. manual may be viewed on the Chancellor's Office Web site at http://www.cccco.edu/Portals/4/TopTax6_rev0909.pdf.
- **T.O.P. Title (red).** This is the standard name associated with the T.O.P. code.
- **Local Title (green).** This is the local program title, which may be more specific than T.O.P. title.
- **Cert Units.** Minimum number of core units and restricted electives required for a certificate. Expressed as semester units for all colleges except DeAnza, Foothill, and Lake Tahoe, whose listings are in quarter units.
- **Degree Units.** Minimum number of core units and restricted electives required for the major or area of emphasis, and any closely associated prerequisites, in an associate degree program. Excludes general education and open electives. Expressed as semester units for all colleges except DeAnza, Foothill, and Lake Tahoe, whose listings are in quarter units.
- **Degree Type.** "A" indicates Associate in Arts, "S" indicates Associate in Science, and "B" indicates that both an Associate in Arts and an Associate in Science are available.
- **Year Approved.** Either the year of initial Chancellor's Office approval; or, for some programs, the year the program was first offered locally.
- **Unique Code.** This number identifies the program for data reporting purposes. If the unique code is "00000" you may request the correct number from the Chancellor's Office.

Appendix C

SOCCCD Board Policy 2101
Delegation of Authority to the College President

BOARD POLICY

2101

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

ADMINISTRATION

DELEGATION OF AUTHORITY TO THE COLLEGE PRESIDENT

The President is the Chief Executive Officer of the college. The President reports to, assists, and supports the Chancellor in the performance of the duties delegated by the Board of Trustees in Board Policy 2100. The President is responsible for implementing the colleges' strategic plan and district policies. The President's administrative organization shall be the established authority on campus and the College President is the final authority at the college level.

The Chancellor delegates authority to the College President for the following functions:

1. Provide leadership in the development and implementation of a sustainable master plan and integrated strategic plan. Based upon on-going institutional research, both plans should consider accreditation standards and student success issues, as well as drive the budget process and resource allocation.
2. Promote and support learning, teaching, and student success, including the maintenance and improvement of quality instructional and support services.
3. Provide leadership in the development and implementation of career technical education to meet the needs in the community.
4. Provide leadership in the development and implementation of a comprehensive enrollment management plan.
5. Develop and monitor the college budget and assume fiscal responsibility.
6. Provide college employees with the opportunity to successfully achieve high standards in their work by fostering a culture of teamwork and professional and leadership development.
7. Propose strategies for selecting and retaining a diverse high quality full-time faculty, staff and administrators.
8. Select and extend offers of employment for faculty, administrators and classified positions for the college.
9. Provide leadership and empower the administrative team.
10. Provide leadership focusing on accountability and professional conduct.
11. Assume a highly visible leadership role in the community and build strategic partnerships with corporate, educational and community-based organizations.
12. Develop and implement emergency preparedness plans.
13. Provide a participatory governance process.
14. Other related functions.

Appendix D

Listing of Saddleback College Administrators
and
IVC Administrators Assigned to ATEP

Saddleback College Administrators

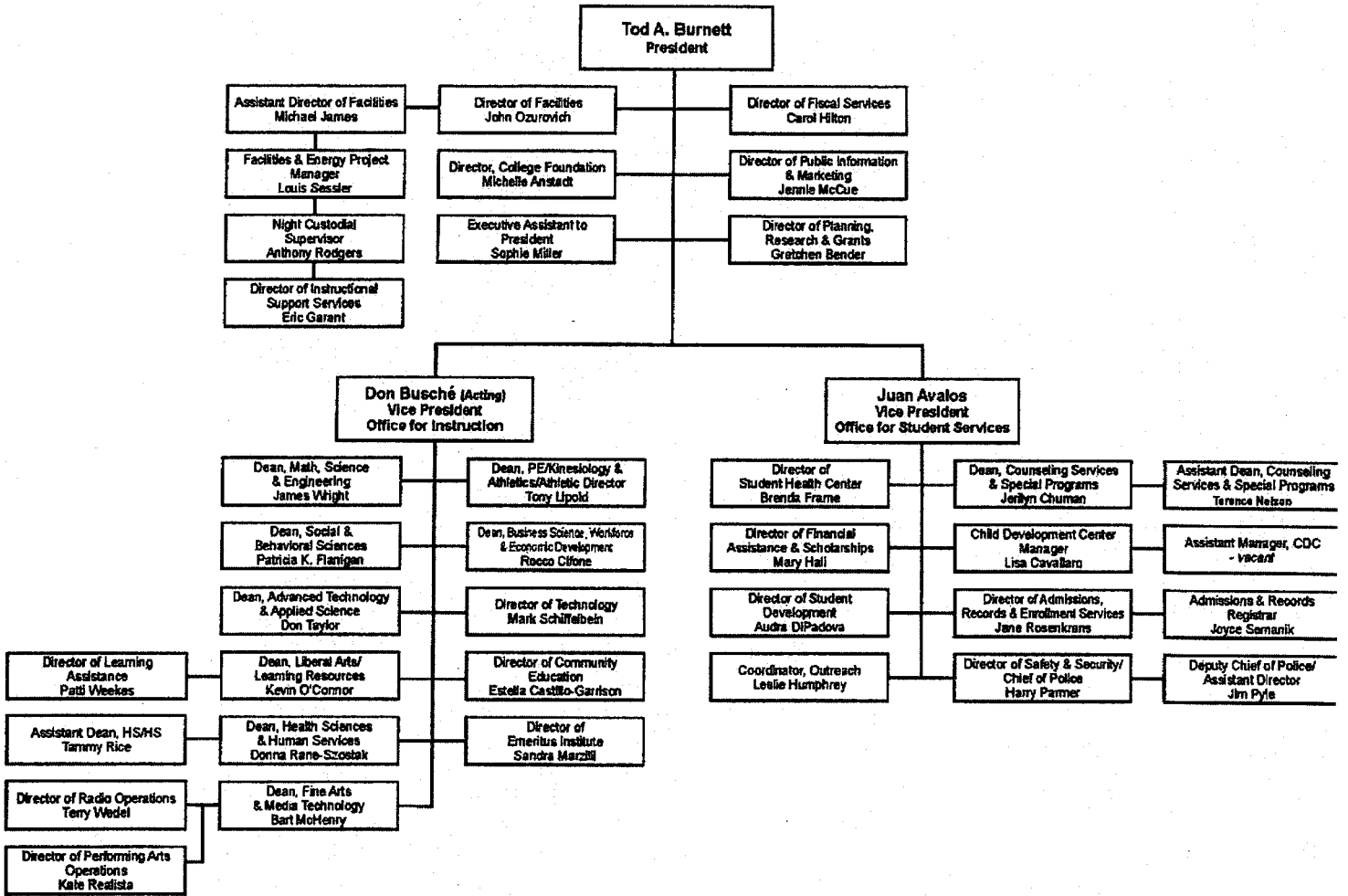
Dr. Tod A. Burnett, President
Dr. Don Busché, Acting Vice President for Instruction
Dr. Juan Avalos, Vice President for Student Services
Carol Hilton, Director of College Fiscal Services
Gretchen Bender, Director of Planning, Research, and Grants
Don Taylor, Dean, Advanced Technology and Applied Science
Rocky Cifone, Dean, Business Science and Workforce and Economic Development
Jerilyn Chuman, Dean, Counseling Services and Special Programs
Terence Nelson, Assistant Dean, Counseling Services and Special Programs
Brad McHenry, Dean, Fine Arts and Media Technology
Sandra Marzilli, Director, Emeritus Institute
Dr. Donna Rane-Szostak, Dean, Health Sciences and Human Services
Tammy Rice, Assistant Dean/Director Nursing
Dr. Kevin O'Connor, Dean, Liberal Arts and Learning Resources
Dr. James R. Wright, Dean, Mathematics, Science, and Engineering
Tony Lipold, Dean, Physical Education/Kinesiology and Athletics
Dr. Patricia Flanigan, Dean, Social and Behavioral Science

**Irvine Valley College Administrators
Assigned to ATEP**

Dr. David Gatewood, Dean of Career Technical Education and Workforce Development
Bruce Sobczak, Director of Economic and Workforce Development

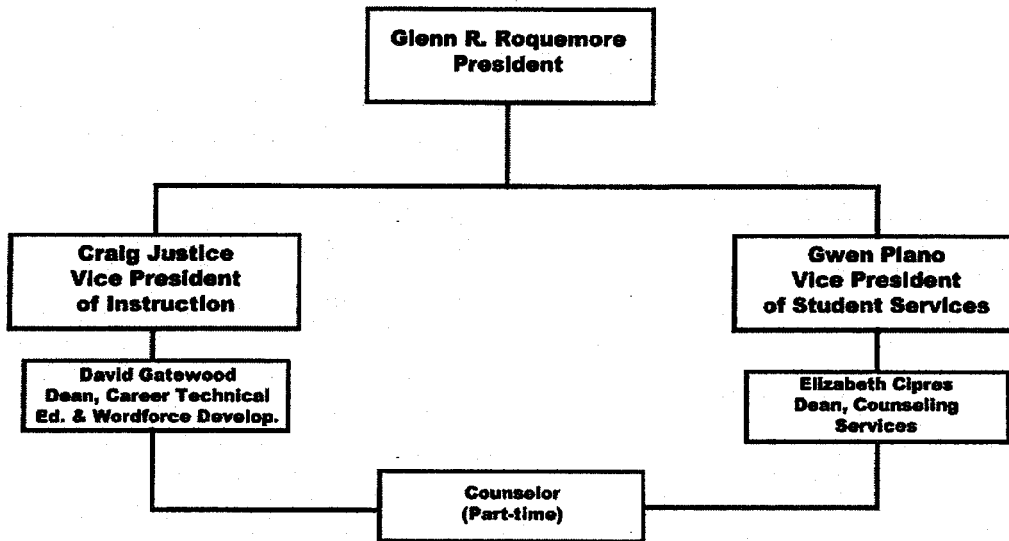
Appendix E

Saddleback College Management Organizational Chart



Appendix F

IVC Management Structure Chart for ATEP



TO: Board of Trustees
FROM: Dixie Bullock, Acting 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 any college 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 Acting Chancellor recommends that the Board of Trustees approve the general fund honoraria as shown in Exhibit A.

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

SPEAKERS APPROVED BY CHANCELLOR/COLLEGE PRESIDENT/PROVOST**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>
11/15/10	Monica Friedrich	Richard Daggett	Polio/Vaccines	100.00

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: SOCCCD: Amend Contract: Jackson/DeMarco/Tidus/Peterson/
Peckenpaugh
ACTION: Approval

BACKGROUND

On February 26, 2007, the Board of Trustees approved an agreement for special legal services with Jackson/DeMarco/Tidus/Peterson/Peckenpaugh in connection with the Advanced Technology and Education Park.

STATUS

Amend engagement letter dated February 7, 2007. The amended Legal Representation letter dated September 29, 2010 includes legal services for the Westphal, UCI, ATEP and existing matters. Fees remain unchanged; Designated Lawyers at \$395.00 per hour and \$305.00 per hour for all other lawyers.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees approve the "Legal Representation" (EXHIBIT A) to include legal services for the Westphal, UCI, ATEP and existing matters by Jackson/DeMarco/Tidus/ Peterson/Peckenpaugh.

COPY

Jackson|DeMarco|Tidus
Peckenpaugh

A L A W C O R P O R A T I O N

September 29, 2010

Direct Dial: 949.851.7446
Email: abernstein@jdtplaw.com
Reply to: Irvine Office
File No: 5764-67221

Dr. David Bugay
Vice Chancellor
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, CA 92692-3635



Re: Legal Representation

Dear David:

As you know, Jackson DeMarco Tidus & Peckenpaugh (the "Firm") is currently representing the South Orange County Community College District ("District") in an insurance coverage dispute related to the Westphal v. Wagner litigation, and in the negotiation of an agreement with UCI concerning a proposed RapidTech center (collectively, the "Existing Matters"). This letter will confirm the terms and conditions on which the Firm has agreed to represent the District in connection with legal services ("Legal Services") regarding the Existing Matters. Please note that the engagement letter dated February 7, 2007 (as amended March 11, 2008) concerning the Firm's representation of the District related to the Advanced Technology and Education Park shall continue to apply to that representation.

1. Client and Conflicts

It is our understanding that the Firm is being retained solely as counsel for the District on the Existing Matters, and our representation pursuant to the terms of this letter does not encompass the representation of any individual or any other entity. If the District wishes to retain the Firm on other non-litigation matters in the future, this letter will apply to such engagements, unless a separate engagement letter is entered into at that time (any future litigation matters will require a separate engagement letter).

2. Fees and Billing

This letter will confirm the District's agreement to pay our fees for the professional services we render to the District pursuant to this engagement and to reimburse us for the costs and expenses that we incur or pay on the District's behalf. Statements for fees

Irvine Office
2030 Main Street, Suite 1200
Irvine, California 92614
t 949.752.8585 f 949.752.0597

Westlake Village Office
2815 Townsgate Road, Suite 200
Westlake Village, California 91361
t 805.230.0023 f 805.230.0087

www.jdtplaw.com

Dr. David Bugay
Vice Chancellor
September 29, 2010
Page 2

and costs normally will be submitted monthly and are payable upon presentation at the address specified on the invoice for payment. Please contact the undersigned if the District has any billing questions.

It is our practice to charge our clients for services rendered on the basis of the hours recorded, based on our then current hourly rates. The Firm's pricing for the Existing Matters is \$395 per hour for the Designated Lawyers and \$305 per hour for all other lawyers.

The Designated Lawyers are the following:

Leadership and Primary Contacts:	Andrew P. Bernstein Alene M. Taber	(949) 851-7446 (949) 851-7492	abernstein@jdtplaw.com ataber@jdtplaw.com
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Insurance Coverage
Dispute re Westphal v.
Wagner Litigation:

Edward A. Galloway	(949) 851-7461	egalloway@jdtplaw.com
--------------------	----------------	--

UCI Agreement:	Sonia A. Lister	(949) 851-7408	slister@jdtplaw.com
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3. Rates

Our rates are adjusted from time to time, in our discretion, typically at the beginning of each year, although we may make adjustments at other times. In an effort to reduce legal fees, we also utilize legal assistants, paralegals and legal clerks. Time devoted by legal assistants, paralegals and clerks to client matters also is generally charged primarily on the basis of hours recorded. Our guideline rates for legal assistants, paralegals and clerks currently range from \$125.00 to \$200.00 per hour, which rates also may be adjusted from time to time in our discretion. New rates, when they become effective, will be reflected in the bills submitted to the District. We will provide to the District, at any time, upon its request, a schedule of our current hourly rates for all professionals.

4. Reimbursement of Costs

Our invoices also will include charges for services and costs that law firms customarily charge in addition to fees for legal services performed. These costs include messenger and delivery services, filing fees and similar expenses for services rendered by third parties as well as travel expenses (including mileage, parking, airfare, lodging, meals and ground transportation). Our invoices also may include charges for costs and

Dr. David Bugay
Vice Chancellor
September 29, 2010
Page 3

services such as photocopying, long distance telephone, telecopying and computerized legal research. We will provide to the District, at any time, upon its request, a schedule of the then current costs for the various services being charged to the District pursuant to this engagement.

5. Discharge and Withdrawal

Each of us reserves the right to terminate our representation at any time by delivering a written notice of termination to the other. For example, we may withdraw if the District does not honor the terms of this letter or fails or refuses to cooperate with us or follow our advice on a material matter, or if we become aware of any fact or circumstance that would, in our view, render our continuing representation of the District inappropriate.

If the District discharges us or we elect to withdraw, the District will take all steps necessary to free us of any obligation to perform further services, including the execution of any document necessary to complete the termination of the representation (including, without limitation, any substitution of attorney form that may be required in any legal proceeding in which the Firm is counsel of record), and we will take such steps that, in our view, are reasonably practicable to protect the District's interests. If a discharge or withdrawal occurs, we will be entitled to be paid or reimbursed for all costs and expenses paid or incurred by us on the District's behalf, and we also will be entitled to be paid our fees for the professional services we have rendered to the District to the date of termination and for which we previously have not been paid.

6. Document Retention and Destruction

In the course of our engagement, we are likely to come into possession of copies or originals of documents or other materials belonging to the District or others. Once the particular matter to which those materials relate has been concluded, it is the District's obligation to advise us as to which, if any, of the documents in our files the District desires us to return to it. We may keep copies thereof to the extent we believe advisable for our records. We will retain remaining documents in our files (if any) for a certain period of time and ultimately destroy them in accordance with our document retention program then in effect.

7. Applicable Law

This letter and the engagement contemplated hereby shall be governed by the internal law, and not the law pertaining to choice of laws, of the State of California.

Dr. David Bugay
Vice Chancellor
September 29, 2010
Page 4

8. Entire Agreement

This letter constitutes the entire agreement between the District and the Firm regarding our representation of the District in the Existing Matters and is subject to no oral agreements or understandings and can be modified or changed only by a further written agreement signed by the District and the Firm. No obligation or undertaking not set forth expressly in this letter shall be implied on the part of either the District or the Firm.

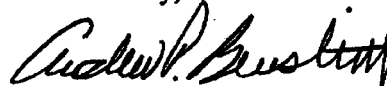
9. Closing

If this letter correctly reflects your understanding of the scope, terms and conditions of our representation of you, please indicate your acceptance hereof by executing a copy of this letter in the space provided below and returning it to my attention at our office address set forth on the first page of this letter. By executing this letter, the District will be acknowledging that it has read this letter and understands its terms.

We are pleased to be able to continue our representation of the District. If you have any question concerning this letter or our representation, please telephone me at (949) 851-7446.

We very much value our working relationship with the District, and we look forward to continuing to work with you.

Sincerely,



Andrew P. Bernstein

cc: Alene Taber
Edward Galloway
Sonia Lister

Dr. David Bugay
Vice Chancellor
September 29, 2010
Page 5

CONTENTS NOTED AND AGREED TO:

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

By: _____
David Bugay
Vice Chancellor

985519.1

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: SOCCCD: Claim Against the District: Vickie Stevens
ACTION: Approval

BACKGROUND

Vickie Stevens is alleging an exposure to mold in the campus safety building at Irvine Valley College on or around July 2010.

STATUS

On October 5, 2010, Vickie Stevens and Miller Law, Inc., filed a claim against South Orange County Community College District for damages.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees reject the claim Vickie Stevens dated October 5, 2010 and refer it to the District's insurance administrator for processing.

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: SOCCCD: Auction No. 56-Surplus Property
ACTION: Approval

BACKGROUND

The Facilities Planning and Purchasing department accumulates surplus supplies, equipment, materials and other items including "lost and found" merchandise from various departments at the warehouse on both campuses. Items, which are determined to be of no usable value to the District, are then aggregated for disposal. Board Policy 3600 requires that the Board of Trustees authorize the disposal of surplus or obsolete supplies and equipment no longer suitable for district purposes.

STATUS

The items described in the attached EXHIBIT A have been found no longer suitable for district or college use. It is recommended that a public auction be held in accordance with the requirements of Education Code No. 81450 (b). All items will be sold to the highest bidder upon the completion of the auction.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees approve the sale of surplus property, Auction No. 56, authorize the Director of Facilities Planning and Purchasing to hire a private auction firm to conduct the auction, and to dispose of items not sold at the auction.

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
1	1 - 2003 FORD SEDAN	PKG. LOT	CRWN. VIC	11034
2	1 - JOHN DEERE MOWER	PKG. LOT	F935	3944
3	1 - ELECTRIC CART	PKG. LOT		3972
4	1 - HITACHI 15" MITER SAW, 1 - AIR COMPRESSOR, 1 - BOOK SHELF	A - 3		2554
5	LOT-18 COMPUTER MONITORS, 1 - SHARP PROJECTOR, 3 - DEC 700 SERVERS	A - 4	XG-E1000U	1203 777, 778, 779
6	3 - KITCHEN MIXERS, 3 - SONY VIDEO CAMERAS, 2 - FUJI CAMERA LENS, 1 - CANNON CAMERA LENS, 1-SONY CD PLAYER, 5 - METAL DOORS, 1 - STEREO BROADCAST COUNSOLE, 1-PANASONIC AMP, 1 - COMPIX CPU, 1 - SHNEIDER ZOOM LENS, 1 - SONY VIEWFINDER, 1 - SONY HI8 RECORDER, 1 - FREQUENCY COUNTER, 1-PANASONIC TV, 1-BATTERY BACKUP	A - 5	DXF-51	146 141
7	LOT - 6 COMPUTER MONITORS, LOT - 2 MEDIA CARTS, 1 - BOGEN MIXER	A - 6		
8	1 - HP LASERJET PRINTER, LOT - 24 DELL COMPUTERS,	A - 8	5M	10607, 10521, 10315, 10298, 10322, 10615, 10292, 10299, 10510, 10866, 10512, 10602, 10833, 10789, 10529, 10479, 10311, 10769, 10535, 10540, 7811, 7776, 7875 10715, 10719, 10723, 10724
	LOT-7 BATTERY PACKS,4-APPLE COMP. 1-HP LASERJET PRINTER, 2 - BOXES OF COMPUTER PARTS, 1 - HP LASERJET PRINTER, 1 - HP DESKJET PRINTER, 1 - HP OFFICEJET PRINT/SCAN/COPY, 1 - BUHL OVERHEAD PROJECTOR, 2 - PANASONIC VCR, 1 - PANASONIC PROJECTOR, 1-DELL LATITUDE COMP. LOT - 29 FLAT PANEL MONITORS		8150DN 5SI 1220C G55XI 2900	
9	1 - DELL PRINTER, 2 - HP LASERJET PRINTERS, 1-PANASONIC PROJECTOR, 2-APPLE COMPUTER,2-3MPROJECTORS 2 - DIGITAL DEC SERVER SWITCHES, 1-DELL PRINT/COPY/SCAN,1-HP OFFICE JET PRINT/COPY/SCAN, 2 - DELL 17" MONITORS, 1 - HP PRINTER, 1 - DELL PRINTER, 1 - LEXMARK PRINTER, 2 - OPTICLE DRIVES,LOT-12 MONITORS	A - 9	5310N 4 PLUS 300 4409-OD1 C3917A X125	
10	1-FELLOWS PAPER POWERSHRED, 1-DELL COMPUTER, 1 - HP SCANNER, 1-RICOH COPY MACHINE, 4-MONITORS, 2-MICRONCOMPUTER,3CALCULATORS 1-ELECTRIC STAPLER,1-COPY HOLDER,	A - 11	C-120 DHM	8571 1628

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
	1-TRAY, 1-SONY VHS RECORDER,		SLV-685HF	
	1 - TASCAM CASSETTE RECORDER,	A - 11	122	
	1-SPECTORPHOTOMETER,LOT-2 COMP.			1567
	KEYBOARDS SPEAKERS & MICE,1-FILE CABINET			
11	13 - DELL COMPUTERS, LOT-28 BOXES OF COMPUTER CABLES AND PARTS,	A-10 / A-16	PENT.	10610, 10219, 10785, 10211, 10164, 6773, 6178, 6579, 6443
	LOT-8 INTERMEG BARCODE READERS,			10132, 10786
	1-APPLE CPU, 1-DELL MOTHERBOARD,			6062
	1-DICTAPHONE TAPE RECORDER,			
	LOT-15 MISC. COMPUTER MONITORS,			
	1-LEVITON UTILITY BOX, 1-SHARP VCR,			
	LOT - 7 MONITOR PEDESTALS, 1 - 3M OVERHEAD PROJECTOR, 1-SCSI DRIVE,			
	1-HP SCAN JET SCANNER,LOT-1 MISC.		5100C	
	MONITOR PEDESTALS, 1-CD TOWER,			6648
	2-MICROTEK SCANNERS,1-OMNITEC710			6690
	MODEM, 4 - BOXES OF HP TONER,			
	3 - IBM WHEELWRITER TYPEWRITERS,			
	1 - CD DRIVE, 1-CANNON COPIER,			
	1-HP PRINTER, 1-INTUOS TABLET,		C4083A	
	3-HP OFFICEJETSCAN/PRINT/COPY/FAX			
	1-DELL PRINTER, 1-HP JET PRINTER,		1700N	
	1-MONITOR STAND,1-HP TAPE BACKUP			
	1-HP OFFICEJET PRINT/SCAN/ COPY,			
	2-DELL PRINTERS, 2-APC SMART UPS,			
	1 - SHARP VCR, 1 - AT & T SHELF,		XA-200	
	1 - PRINTER CARTRIDGE			
12	1 - HP PRINT/COPY/SCAN, 2 - EPSON PRINTERS, 3 COMPUTER MONITORS,			
	1-XEROX COPIER, 8-DELL COMPUTERS,			6249, 6288, 6770, 7627, 7877,
	1 - SMART UPS, 1 - SERVER, 1 - HP PRINTER, 1 - COPYSTAR COPIER			7794, 7804
				7700
13	1-APPLE COMPUTER, 3-HP OFFICE JET,	B - 3		7273
	1 - HP SCANJET SCANNER, 1 - UMAX,		C7670A	
	4-MICRON COMPUTERS,7-KEYBOARDS,			5707, 1130, 0927, 5089
	1 - BOX MISC.PRINT CARTIRDGES,			
	1-HUMANWARE CLEARVIEW MONITOR,			5499
	1 - HP COLOR LASERJET, 1 - CASIO			
	CASH REGISTER,1-AMANO TIMECLOCK,		PCR-202	
	1-HP BUSINESS INKJET, 1-HP DESKJET,		C2699A	5214
	4-TONER CARTRIDGES, 1-BOX MISC.			
	INK CARTRIDGES, 1 - HP LASERJET,			1853
	1 - SANYO SHREDDER,1-BROTHER FAX,			
	1 - IBM WHEELWRITER, LOT -4 MISC.			
	COMPUTER MICE & CABLES, 2-TIMERS,			
	1-TEXAS INSTRUMENTS CALCULATOR,			
	1 - PITNEY BOWES FAX MACHINE,		8050	132
	2 - PLASTIC CASE RACKS,			
	2-HP 9500 SERIES PC TOWERS,			

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
	4 - HP SCANJET, 1 - BROTHER FAX,	B - 3	1270	
	1 - TOSHIBA VCR, 3 - SAMSUNG VCR,			
	1 - MICRON COMPUTER, 2-HP SCANJET,			2729
	1 - AMBASSADOR ALLADIN SCANNER,			1832
	1 - BOX MISC. COMPUTER PARTS AND			
	CABLES, LOT - 1 MISC. FILE TRAYS,			
	1-HP COLOR LASERJET PRINTER,			1345
	2-APPLE COMPUTERS,1-PANASONIC TV			5513, 1833
	1-MICRON COMPUTER, 1 - KEYBOARD			5753
	PLATFORM, 1 - TAPE DISPENSER,			
	3 - DECTALK VOICE EXPRESS,			5487, 5488, 5489
	12 - COMPUTER MONITORS,			
	1 - TRINITRON TV, 1-PANASONIC VHS,			
	1 - APPLE 11E, 1 - PANASONIC TV,			
	1 - HP LASER JET, 1 - KEYBOARD,			3739
	1 - PANASONIC TYPEWRITER,			1874
	1-TEAC TAPE SYSTEM AND SPEAKERS,			
	1-LOT OF MISC. INK CARTRIDGES,			
	1 - FOCUS MONITOR, 1 - SHARP TV,			
	1-COMPUTER KEYBOARD			
14	LOT - 70 COMPUTER MONITORS	B - 4		
15	LOT - 109 DELL OPTIPLEX COMPUTERS,	B-10 / B-16		8557, 8364, 6923, 8362, 8670,
				8586, 8666, 8525, 6938, 7667,
				8507, 8669, 8460, 8421, 8458,
				7598, 8545, 8446, 8664, 7606,
				8500, 8409, 8360, 8363, 8554,
				8584, 7596, 8337, 8574, 8416,
				8339, 9665, 9617, 9564, 9613,
				9538, 9699, 9607, 7872, 9696,
				9599, 8817, 9639, 9610, 7611,
				9702, 8810, 9361, 9637, 9549,
				9383, 9651, 9685, 9727, 9624,
				9547, 9631, 9619, 9552, 9544,
				8743, 9566, 9057, 9682, 9112,
				9611, 8799, 9580, 9731, 9660,
				9710, 9688, 9648, 9641, 9627,
				9663, 9674, 9622, 7760, 9642,
				7803, 9673, 9671, 9657, 9586,
				9621, 7870, 9733, 9562, 8542,
				9713, 9563, 9712, 9676, 9733,
				9500, 8765, 9675, 9626, 9560,
				9633, 9402, 9704, 9655, 9153,
	LOT - 16 MICRON COMPUTERS,			9646, 9555, 9590, 9698, 8111,
				8129, 5121, 8029, 8051, 8169,
				8168, 5266, 5144, 8022, 1431,
				8175, 8023, 8136, 8290, 8303
	1 - OPTIPLEX 745 COMPUTER,			
	3 - DELL POWEREDGE SERVERS,			937, 1902, 8280
	1-DELL 3100CN, 1-HP ALL-IN ONE 520,			
	1 - HP LASERJET 5N, 1 - EPSON 3170,			3510

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
	1-HP DESKJET 960C, 1-OFFICEJET 6110, LOT-4 HP LASERJET,1-HPSCANJET 6270 1 - CANNON FAX L75			1856, 1992, 226, 821
16	LOT - 39 MISC. COMPUTER MONITORS, LOT - 19 MPC COMPUTERS,	B - 7		2823, 8199, 9283, 9282, 9274, 9256, 9255, 11933, 11935, 13091, 9302, 9281, 9870, 2138 11937, 11737, 11738, 11739, 12107
	2 - MICRON COMUTERS, 1 - HP MEDIA CENTER, LOT - 8 IBM SERVERS,	B - 7		5481, 5889, 5978 14126 8246, 8073, 8069, 8074, 8070, 9460, 8244
	LOT - 5 CISCO MBOARDS, LOT - 4 HP PRINTERS, 5 BOXES OF MISC. COMPUTER PARTS, LOT - 12 DELL 280 COMPUTERS,			3487 9230, 9235, 9684, 9679, 9534, 9615, 9653, 9244, 9648, 8422, 8573 8080
	1 - MICRON COMPUTER, LOT - 6 LCD DISPLAYS, 1 - MONITOR, 1 - BOX MISC. KEYBOARDS			
17	1 - CARD SCANNER, 1 - BROTHER FAX, LOT - 7 MISC. COMPUTER PARTS, LOT-4 HP PRINTERS,1 EPSONSCANNER LOT - 4 DELL TOWER COMPUTERS, LOT - 4 MPC CLIENT PRO COMPUTERS 2 - HP LASERJET PRINTERS, 3-BATTERY BACKUP CASES, 9 - BOXES OF COMPUTER CABLES AND PARTS, 1-OVERHEAD PROJECTOR, LOT - 11 COMPUTER MONITORS	B - 9	FAX-1270E	4572 9577, 9594, 9625, 9687 12585, 9944, 9945, 9943 3143
18	5 - BOXES OF MISC.COMPUTER AND PRINTER PARTS,7-APPLE COMPUTERS, 1-CAKEWALK SONAR PRODUCER BOX, 3 - HP PRINTERS,4 - HP SCANNERS, 1-DELLMONITOR,1-TEXASCALCULATOR 1-PANASONIC VCR,1-UMAX SCANNER, 1 - XEROX SCANNER, 1 - POLYVISION LECTERN, 1-BROTHER SCAN/COPY/FAX LOT - 26 DELL GX 280 COMPUTERS,	B - 13		10718, 10714, 10717, 10886, 10712, 10721, 7273 6076 9556, 9233, 9597, 9229, 9716, 9150, 9232, 9158, 9634, 9236, 9162, 9157, 9245, 9165, 9234, 9241, 9170, 9243, 9247, 9231, 9155, 9171, 9550, 9039, 9156 781
19	1 - DELL POWEREDGE 2100 SERVER LOT - 70 MISC. COMPUTER MONITORS, LOT - 23 DELL PENT. COMPUTERS,	B-8 / B-14		10157, 10151, 10153, 10165, 10148, 10768, 10202, 10191, 10189, 10193, 10113, 10205,

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
				10591, 10497, 10190, 10214, 10223, 10210, 10199, 10196, 10194, 10200, 7841
	1-PANASONIC VCR,1-SONY AUDIO DISH, 2-SONY TV, 1-SHARP TV, 2-SONY VCR, 1-EQUIPMENT RACK, LOT-10 BOXES OF COMPUTER PARTS, 1-PANASONIC VHS CAMCORDER			
20	LOT - 20 DELL OPTIPLEX COMPUTERS,	B - 15		7816, 9573, 9681, 7793, 7824, 8806, 9325, 9659, 8477, 9601, 9600, 8589, 8400, 8662, 8391, 8594, 8378, 8579, 8660, 8562
	LOT - 3 APPLE COMPUTERS, LOT - 11 MICRON COMPUTERS,	B - 15		189, 5469 1381, 2411, 2035, 2188, 919, 8032, 5133, 583, 8057, 5300, 5645
	1-OVERHEAD PROJECTOR, 1-LAPTOP, 1-VCR, 1 - POWEREDGE SERVER, 1-SCSII TAPEDECK,1-SERVER SUA1000, 1-SLIDE PROJECTOR			8351 5733 792 6228
21	LOT - 26 DELL OPTIPLEX COMPUTERS,	B - 17		8512, 7831, 8429, 8403, 8425, 9732, 9672, 9664, 7601, 9494, 9581, 9695, 9497, 9652, 8389, 8674, 8801, 8673, 9584, 9542, 9662, 7815, 9638, 9717, 9666, 8060, 8061, 8079, 5026, 5007, 5530, 1881, 5532, 1915
	LOT - 10 MICRON COMPUTERS,			
22	2-MICRON COMPUTER,1-3 HOLE PUNCH 1-PANASONIC FAXMACHINE,1-MONITOR ARM, 2 - PLANTRONICS HEADSETS, 1-XEROX FAX MACHINE,1-PANASONIC VHS, 1 - STIM INTENTECT MACHINE, 1-EAS, 1-HP SCANJET, 1-HP LASERJET, 1-DBX ENCODER, 1-DBX DECODER, 1-PANASONIC VHS PLAYER, 1 - SONY DV CAMERA, 1-JVC VHS RECORDER, 1-CAMERA CONTROL UNIT SONY, 1-SONY MONITOR,1-TAPE DEGAUSSER, 2-TROMPETER PATCH BAYS, 4-DELTA CART MACHINES,LOT-1 MOUNT RACKS, 1-NRG POWER BELT AND CHARGER, 1-CANNON REMOTE CONTROL BOX, 1-GENERAL INST. DIGITAL RECEIVER, 1-RTI VIDEO TAPE CONDITIONER, 1-BOSCH MONITOR, 1-PHILLIPS VIDEO RECORDER, 14-SLIDE PROJECTORS, 1-CALIFONE CD PLAYER, 1-BELL AND HOWELL OVERHEAD PROJECTOR, 1-AUDIO SPEAKER, 2-HEADSETS	B - 2		5466, 3541 12646 4334 3036 52 154 5476 34

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
	5 - MONITORS, 1 - XEROX COPIER, 2 - KEYBOARD TRAYS, 1-HP SCANNER, 1-AUDIOVOX CD PLAYER, 1-SEWING MACHINE, 2-CASSETTE RECORDERS, 1-OVERHEAD PROJ., 1-DVD PLAYER, 3 - IBM TYPEWRITERS	B - 2		
23	1 - HP LASERJET, 1 - EPSON PLOTTER, 2-HP LASERJETS 8500DN AND 4050TN, 1-MICRO PC LAPTOP, 1-IBM LAPTOP, 1-FOLDING PODIUM, 1-PHONE STAND, LOT - 29 DELL COMPUTERS,	WH - 2		5996, 6851 4443, 12 2385 10726, 10782, 10472, 10577, 10514, 10055, 10204, 10558, 10592, 11614, 11540, 9719, 9582, 9709, 9485, 9693, 9598, 9686, 9703, 9701, 9572, 9526, 9251, 9553, 9596, 8367, 8663 330, 307, 5662, 5913, 5661, 329, 1672, 1760, 5637, 1881, 1915, 5531, 5530, 8164, 5532
	LOT - 15 MICRON COMPUTERS			
	LOT - 7 COMPUTER MONITORS, LOT - 1 MISC. PARTS, 1-HP PHOTOSMART FAX/ PRINT/COPY/SCAN, 1 - HP DESKJET, 1-HP LASERJET, 1-MICRON MONITOR & KEYBOARD, LOT - 23 FLAT SCREEN MONITORS, LOT-3 MICRON COMPUTERS			5732 5052, 9866, 9946
	1 - COMPAQ PRESARIO COMPUTER, 1 - TOSHIBA SATELLITE COMPUTER, 3 - DELL OPTIPLEX COMPUTERS, 4 - MPC COMPUTERS, 1 - COMPAQ PC, 3 - EPSON PROJECTORS, 1 - SANYO PROJECTOR, LOT - 23 APC BATTERY BACKUPS, 1 - FUJITSU SCANNER, LOT - 3 MISC. COMPUTER PARTS,			9591, 10617, 11899 9887, 5988, 9895, 11055, 11898 8718
	1-PERKIN ELMER FT-IR SPEC PARAGON, 1-CARLE SERIES 100A GC, 1 - PANASONIC TV, 3 - BICYCLES			1608 1614
24	LOST & FOUND ITEMS LOT - 36 BOXES OF CLOTHING, BOOKS, SUNGLASSES, JEWELRY, SHOES, EYEGLASSES, COMPACT DISCS, SCHOOL SUPPLIES, CALCULATORS, CELL PHONES, CHAIRS, SKATEBOARD, CAMPING EQUIPMENT	B - 12		
25	1 - MOORE PRESSURE SEALER, LOT-19 WOODEN DESKS, LOT-8 METAL DESKS, LOT-1 METAL MOUNTING ARMS, 1 - METAL DESK, 1 - WOOD CABINET, 3 - COUCHES, LOT - 3 MISC. SCIENCE PARTS/ADAPTERS/GLASS BULBS, 1-CRYOGENIC TANK, 1-SCUBA TANK RACK, 1-RCA TV, LOT -1 FOOD MIXERS,	WH - O	4100	4001 378

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
	1-SANYO MICROWAVE OVEN, LOT - 6			
	WOOD CABINETS, LOT - 27 METAL FILE			
	CABINETS, LOT-2 CLIMBMAX EXERCISE			4509, 4510
	LOT - 5 EYEWASH STATIONS, 1 - METAL			
	TABLE, LOT-18 METAL/PLASTIC TABLES,			
	1-METAL STEP ROLLING LADDER,			
	2-METAL RACKS, 1-LOT OFFICE CHAIRS,			
	LOT - 17 STACKABLE CHAIRS, 2 - DAY			
	LITE CABINETS, 1 - MEDICAL CHAIR,			
	1-AQUARIUM TANK, 2-DISPLAY CASES,			
	LOT - MISC. OFFICE SUPPLIES, 2-STAR			
	TRAC EXERCISE BIKES, 1-STARTRAC			
	TREADMILL, LOT - 2 WHITE BOARDS,			4374
	1 - LIFE FITNESS TREADMILL, 1 - WOOD			6131
	TABLE FRAME, 1-DESK TOP LIGHT BAR,			
	1 - LUXOR CABINET, LOT-15 WOOD			
	TABLES, LOT 6 WOODEN EASELS,			
	LOT - 8 MEDIA CARTS, 2-METAL CARTS,			
	1 - METAL LOCKER, 1 - CERVITOR			
	REFRIGERATOR, LOT-4 SEW TABLES,			
	2-WOOD ROLLING CARTS, 2 - METAL			
	BOOK SHELVES, 5 - WOOD SHELVES,			
	1-MAYTAG WASHER, 1-MAYTAG DRYER,			
	LOT - 1 MISC. LIGHT BULBS, 1-PALLET			
	JACK, 2-METAL STANDS, 1 - WATER			
	COOLER, 1-HYDROSUBAQUA MACHINE,			
	1-LOT MISC. RECORDS, LOT-3 RECORD			
	PLAYERS, 2-PAPER CUTTERS, 2 - ASH			
	TRAYS-STANDING, 1 - MANG TILLER,			3557
	1 - PAPERSHREDDER, 1-HOBART MEAT			1919
	1 - HOBART MIXER, 1 - COMPRESSOR,			1920
	1 - HERMES ENGRAVOGRAPH, LOT - 2			
	HAMILTON MEDICAL TABLES,			1911, 1912
	1 - UNIVERSAL EXERCISE MACHINE,			
	1 - LIGHT METAL DISPLAY CABINET,			
	1 - MUSIC STAND, 1 - KENMORE DRYER,			
	2-MAYTAG WASHERS, 1-TAPPAN OVEN,			
	1 - KENMORE WASHER, 1 - REVCO			8088
	REFRIGERATOR, 1-GE REFRIGERATOR,			
	2-GURNEYS, 2-COUCHES, 1 WOODEN			
	TABLE			

TO: Board of Trustees
FROM: Dixie Bullock, Acting 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 Acting 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 Nbr	Account	Description	From	To
BR11-00025	01-4999-0-000-4-025-000-6720	SUPP & MAT HOLDING	58,600.00	
	01-1412-0-000-4-073-074-6310	HR NCLSRM FAC OL		30,000.00
	01-1414-0-000-4-073-074-6310	HR NCLSRM FAC SUM		12,000.00
	01-4600-0-000-4-073-074-6310	NON-INSTR SUPPLIES & MATERIALS		1,000.00
	01-5270-0-000-4-073-074-6310	CONFERENCE		15,000.00
	01-5271-0-000-4-073-074-6310	DISTRICT EVENTS		600.00
			<u>58,600.00</u>	<u>58,600.00</u>
BR11-00037	01-2131-1-223-4-080-093-6630	RG MANAGER SAL	4,000.00	
	01-2131-1-223-4-080-093-6630	RG MANAGER SAL	3,000.00	
	01-2342-1-223-4-080-093-6310	NON-INSTR CLASS, OT		4,000.00
	01-5830-1-223-4-080-093-6310	ADVERTISING		3,000.00
			<u>7,000.00</u>	<u>7,000.00</u>
BR11-00045	01-4600-0-000-4-070-069-1001	NON-INSTR SUPPLIES & MATERIALS	4,000.00	
	01-5620-0-000-4-070-069-1001	RENTS & LEASES	5,575.00	
	01-5811-0-000-4-070-046-1099	CONTRACT SERVICES	1,000.00	
	01-4600-0-000-4-070-046-1099	NON-INSTR SUPPLIES & MATERIALS		1,000.00
	01-5620-0-000-4-070-069-1001	RENTS & LEASES		575.00
	01-5651-0-000-4-070-069-1001	MAINT AGREEMNT		5,000.00
	01-6410-0-000-4-070-069-1001	NEW EQUIPMENT		4,000.00
			<u>10,575.00</u>	<u>10,575.00</u>
BR11-00050	95-4600-D-M34-1-055-000-0000	NON-INSTR SUPPLIES & MATERIALS	12,000.00	
	95-6410-D-M34-1-055-000-0000	NEW EQUIPMENT		12,000.00
			<u>12,000.00</u>	<u>12,000.00</u>
BR11-00051	01-4344-0-000-1-051-066-6470	INSTR FEE-BASED SUPPLIES	11,000.00	
	01-5812-0-000-1-051-065-6499	CONTRACT SVCS SOFTWARE LICENSI		2,000.00
	01-5812-0-000-1-051-066-6470	CONTRACT SVCS SOFTWARE LICENSI		2,000.00
	01-5830-0-000-1-051-065-6499	ADVERTISING		5,000.00
	01-6410-0-000-1-051-065-6499	NEW EQUIPMENT		2,000.00
			<u>11,000.00</u>	<u>11,000.00</u>
BR11-00052	01-4580-0-000-1-022-000-6620	DUPL CHBACKS	5,650.00	
	01-2383-0-000-1-022-000-6498	HR SHORTERM SAL		2,650.00
	01-5270-0-000-1-022-000-6498	CONFERENCE		3,000.00
			<u>5,650.00</u>	<u>5,650.00</u>
BR11-00053	01-1413-2-023-1-051-077-6430	HR NCLSRM FAC PT	24,380.00	
	01-3120-2-023-1-051-077-6430	STRS NON-INSTR STAFF	928.00	
	01-3360-2-023-1-051-077-6430	MEDIC NINST EMPLOY	72.00	
	01-3520-2-023-1-051-077-6430	UNEMP NINST STAFF	16.00	
	01-3620-2-023-1-051-077-6430	WCOMP NON-INSTRUCTIONAL	34.00	
	01-1414-2-023-1-051-077-6430	HR NCLSRM FAC SUM		16,409.00
	01-2141-2-023-1-051-077-6430	RG CLERIC SAL		6,234.00
	01-3220-2-023-1-051-077-6430	PERS NON-INSTR STAFF		660.00
	01-3320-2-023-1-051-077-6430	OASDI NINST CLSSF		580.00
	01-3420-2-023-1-051-077-6430	BENS NINST CLSSF		1,547.00
			<u>25,430.00</u>	<u>25,430.00</u>
BR11-00055	01-4300-0-000-1-020-000-6630	INSTR SUPPLIES & MATERIALS	7,500.00	
	01-5271-0-000-1-020-000-6620	DISTRICT EVENTS		7,500.00
			<u>7,500.00</u>	<u>7,500.00</u>

BR11-00057	01-5651-2-045-4-030-000-6210	MAINT AGREEMNT	2,000.00		
	01-5651-2-045-4-041-061-0799	MAINT AGREEMNT	1,600.00		
	01-5651-2-045-4-041-076-6774	MAINT AGREEMNT	20,100.00		
	01-6410-2-045-4-025-000-6599	NEW EQUIPMENT	2,500.00		
	01-6410-2-045-4-025-000-6720	NEW EQUIPMENT	80,000.00		
	01-5651-2-045-4-021-080-6510	MAINT AGREEMNT		6,200.00	
	01-6220-2-045-4-021-000-6510	BLDG (CNTRCT SRV)		90,000.00	
	01-6411-2-045-4-025-000-6720	NEW EQUIP TECHNOLOGY		10,000.00	
				<u>106,200.00</u>	<u>106,200.00</u>
BR11-00058	01-4999-0-000-4-025-000-6720	SUPP & MAT HOLDING	195,000.00		
	01-6999-0-000-4-025-000-6720	CAPITAL OUTLAY HOLDING	400,000.00		
	01-6120-0-000-4-021-080-6599	SITE (CNTRCT SRV)		215,000.00	
	01-6220-0-000-4-021-080-6599	BLDG (CNTRCT SRV)		215,000.00	
	01-6410-0-000-4-021-080-6599	NEW EQUIPMENT		165,000.00	
			<u>595,000.00</u>	<u>595,000.00</u>	
BR11-00062	01-1211-2-100-1-050-000-4900	RG NCLSRM FAC SAL	29,000.00		
	01-2141-2-100-1-050-000-4900	RG CLERIC SAL	7,000.00		
	01-2151-2-100-1-050-000-4900	RG TECH SAL	220.00		
	01-2251-2-100-1-050-000-4900	RG INSTR TECH SAL	1,685.00		
	01-2342-2-100-1-050-000-4900	NON-INSTR CLASS, OT	3,907.00		
	01-5811-2-100-1-050-000-4900	CONTRACT SERVICES	5,996.00		
	01-6411-2-100-1-050-000-4900	NEW EQUIP TECHNOLOGY	4,008.00		
	01-5153-2-100-1-050-000-4900	CONSULTANT		51,816.00	
				<u>51,816.00</u>	<u>51,816.00</u>
				<u>51,816.00</u>	<u>51,816.00</u>
BR11-00063	01-1413-2-021-1-026-000-6460	HR NCLSRM FAC PT	4,486.00		
	01-5810-2-021-1-026-000-6460	CONTRACT PRINTING	124.00		
	01-5812-2-021-1-026-000-6460	CONTRACT SVCS SOFTWARE LICENSI	2,182.00		
	01-2141-2-021-1-026-000-6460	RG CLERIC SAL		6,792.00	
			<u>6,792.00</u>	<u>6,792.00</u>	
			<u>6,792.00</u>	<u>6,792.00</u>	
BR11-00075	96-5999-D-M01-4-036-000-0000	OPR EXP SRVS HOLDING	37,200.00		
	96-4600-D-M38-4-036-000-0000	NON-INSTR SUPPLIES & MATERIALS		8,700.00	
	96-4600-D-M01-4-036-000-0000	NON-INSTR SUPPLIES & MATERIALS		3,000.00	
	96-4600-D-M95-4-036-000-0000	NON-INSTR SUPPLIES & MATERIALS		3,000.00	
	96-5270-F-M72-4-070-055-0000	CONFERENCE		2,000.00	
	96-5270-F-N01-4-079-002-0000	CONFERENCE		2,000.00	
	96-5270-F-M64-4-070-054-0000	CONFERENCE		2,500.00	
	96-5270-F-N02-4-079-002-0000	CONFERENCE		2,000.00	
	96-5270-E-M42-4-077-006-0000	CONFERENCE		14,000.00	
				<u>37,200.00</u>	<u>37,200.00</u>
			<u>37,200.00</u>	<u>37,200.00</u>	
BR11-00079	95-4600-D-M34-1-055-000-0000	NON-INSTR SUPPLIES & MATERIALS	6,000.00		
	95-4600-D-M34-1-055-000-0000	NON-INSTR SUPPLIES & MATERIALS	4,000.00		
	95-5811-D-M34-1-055-000-0000	CONTRACT SERVICES		6,000.00	
	95-7500-D-M34-1-055-011-0604	STUDENT FINANCIAL AID		4,000.00	
			<u>10,000.00</u>	<u>10,000.00</u>	
			<u>10,000.00</u>	<u>10,000.00</u>	
BR11-00080	01-1211-1-100-1-050-000-6011	RG NCLSRM FAC SAL	32,574.00		
	01-3120-1-100-1-050-000-6011	STRS NON-INSTR STAFF	2,687.00		
	01-3360-1-100-1-050-000-6011	MEDIC NINST EMPLOY	478.00		
	01-3430-1-100-1-050-000-6011	BENS NCLSRM ACADEMIC	3,894.00		
	01-3520-1-100-1-050-000-6011	UNEMP NINST STAFF	237.00		
	01-3620-1-100-1-050-000-6011	WCOMP NON-INSTRUCTIONAL	564.00		
	01-5153-1-100-1-050-000-4900	CONSULTANT		25,526.00	
	01-5270-1-100-1-050-000-4900	CONFERENCE		14,908.00	
				<u>40,434.00</u>	<u>40,434.00</u>
			<u>40,434.00</u>	<u>40,434.00</u>	
BR11-00081	01-6220-0-000-1-020-000-6630	BLDG (CNTRCT SRV)	18,000.00		
	01-6410-0-000-1-020-000-6620	NEW EQUIPMENT	18,000.00		
	01-5811-0-000-1-020-000-6630	CONTRACT SERVICES		22,000.00	
	01-5374-0-000-1-020-000-6620	MEMBERSHIPS		14,000.00	
			<u>36,000.00</u>	<u>36,000.00</u>	
			<u>36,000.00</u>	<u>36,000.00</u>	

BR11-00082	01-2342-2-100-1-050-000-4900	NON-INSTR CLASS, OT	10,000.00	
	01-5811-2-100-1-050-000-4900	CONTRACT SERVICES	3,442.00	
	01-6411-2-100-1-050-000-4900	NEW EQUIP TECHNOLOGY	6,552.00	
	01-5270-2-100-1-050-000-4900	CONFERENCE	6.00	
	01-5153-2-100-1-050-000-4900	CONSULTANT		20,000.00
			<u>20,000.00</u>	<u>20,000.00</u>
BR11-00084	01-1414-2-031-1-051-000-6320	HR NCLSRM FAC SUM	12,300.00	
	01-3120-2-031-1-051-000-6320	STRS NON-INSTR STAFF	1,015.00	
	01-3360-2-031-1-051-000-6320	MEDIC NINST EMPLOY	50.00	
	01-3520-2-031-1-051-000-6320	UNEMP NINST STAFF	25.00	
	01-2141-2-031-1-051-000-6320	RG CLERIC SAL		8,838.00
	01-3220-2-031-1-051-000-6320	PERS NON-INSTR STAFF		946.00
	01-3320-2-031-1-051-000-6320	OASDI NINST CLSSF		548.00
	01-3420-2-031-1-051-000-6320	BENS NINST CLSSF		2,819.00
	01-3620-2-031-1-051-000-6320	WCOMP NON-INSTRUCTIONAL		239.00
				<u>13,390.00</u>
BR11-00085	01-2383-2-223-1-051-074-6310	HR SHORTERM SAL	4,439.00	
	01-5811-2-223-1-051-074-6310	CONTRACT SERVICES	7,424.00	
	01-2141-2-223-1-051-074-6310	RG CLERIC SAL		4,439.00
	01-2141-2-223-1-051-074-6310	RG CLERIC SAL		3,747.00
	01-3220-2-223-1-051-074-6310	PERS NON-INSTR STAFF		877.00
	01-3320-2-223-1-051-074-6310	OASDI NINST CLSSF		508.00
	01-3360-2-223-1-051-074-6310	MEDIC NINST EMPLOY		119.00
	01-3420-2-223-1-051-074-6310	BENS NINST CLSSF		1,972.00
	01-3520-2-223-1-051-074-6310	UNEMP NINST STAFF		59.00
	01-3620-2-223-1-051-074-6310	WCOMP NON-INSTRUCTIONAL		142.00
			<u>11,863.00</u>	<u>11,863.00</u>
BR11-00087	01-1999-0-000-4-025-000-6720	ACADEMIC HOLDING	250,000.00	
	01-5812-0-000-4-041-061-4900	CONTRACT SVCS SOFTWARE LICENSI		250,000.00
			<u>250,000.00</u>	<u>250,000.00</u>
BR11-00096	01-4580-0-000-1-038-071-6775	DUPL CHBACKS	13,000.00	
	01-4600-0-000-1-038-071-6775	NON-INSTR SUPPLIES & MATERIALS		8,500.00
	01-5269-0-000-1-038-071-6775	MILEAGE		500.00
	01-5812-0-000-1-038-071-6775	CONTRACT SVCS SOFTWARE LICENSI		4,000.00
			<u>13,000.00</u>	<u>13,000.00</u>
BR11-00097	01-5811-0-100-1-025-000-4900	CONTRACT SERVICES	12,000.00	
	01-6411-0-100-1-025-000-4900	NEW EQUIP TECHNOLOGY		12,000.00
			<u>12,000.00</u>	<u>12,000.00</u>
BR11-00098	01-1414-2-030-1-051-096-6320	HR NCLSRM FAC SUM	119,234.00	
	01-3120-2-030-1-051-096-6320	STRS NON-INSTR STAFF	7,354.00	
	01-3360-2-030-1-051-096-6320	MEDIC NINST EMPLOY	480.00	
	01-3620-2-030-1-051-096-6320	WCOMP NON-INSTRUCTIONAL	530.00	
	01-3520-2-030-1-051-096-6320	UNEMP NINST STAFF	199.00	
	01-1211-2-030-1-051-096-6320	RG NCLSRM FAC SAL		33,207.00
	01-2141-2-030-1-051-096-6320	RG CLERIC SAL		45,912.00
	01-2151-2-030-1-051-096-6320	RG TECH SAL		6,545.00
	01-2346-2-030-1-051-096-6320	NON-INSTR CL SUB		5,423.00
	01-2383-2-030-1-051-096-6320	HR SHORTERM SAL		3,369.00
	01-3220-2-030-1-051-096-6320	PERS NON-INSTR STAFF		5,617.00
	01-3320-2-030-1-051-096-6320	OASDI NINST CLSSF		3,448.00
	01-3420-2-030-1-051-096-6320	BENS NINST CLSSF		23,224.00
	01-4300-2-030-1-051-096-6320	INSTR SUPPLIES & MATERIALS		155.00
	01-5651-2-030-1-051-096-6320	MAINT AGREEMNT		97.00
	01-5812-2-030-1-051-096-6320	CONTRACT SVCS SOFTWARE LICENSI		800.00
			<u>127,797.00</u>	<u>127,797.00</u>
BR11-00102	01-3999-0-000-4-025-000-6720	BENEFITS HOLDING	10,000.00	
	01-5270-0-000-4-022-000-6750	CONFERENCE		10,000.00
			<u>10,000.00</u>	<u>10,000.00</u>

BR11-00109	01-5999-2-050-4-034-089-6950 01-6410-2-050-4-034-089-6950	OPR EXP SRVS HOLDING NEW EQUIPMENT	60,000.00	60,000.00
			<u>60,000.00</u>	<u>60,000.00</u>
BR11-00110	07-5811-1-047-4-031-000-6820 07-4300-1-047-4-031-000-6820	CONTRACT SERVICES INSTR SUPPLIES & MATERIALS	10,400.00	10,400.00
			<u>10,400.00</u>	<u>10,400.00</u>
BR11-00111	01-1999-0-000-4-025-000-6720 01-2483-0-000-4-077-006-0835	ACADEMIC HOLDING HR INSTR STRM SAL	45,000.00	45,000.00
			<u>45,000.00</u>	<u>45,000.00</u>
BR11-00112	01-1999-0-000-4-025-000-6720 01-2483-0-023-4-037-085-6110	ACADEMIC HOLDING HR INSTR STRM SAL	10,000.00	10,000.00
			<u>10,000.00</u>	<u>10,000.00</u>
BR11-00113	01-1999-0-000-4-025-000-6720 01-3999-0-000-4-025-000-6720 01-2141-0-000-4-037-085-6110 01-2251-0-000-4-037-085-6110 01-3411-0-000-4-037-085-6110	ACADEMIC HOLDING BENEFITS HOLDING RG CLERIC SAL RG INSTR TECH SAL BENS INSTR CLSSF	30,000.00 14,000.00 8,926.00	38,926.00 14,000.00
			<u>52,926.00</u>	<u>52,926.00</u>
BR11-00115	01-2141-2-021-4-026-083-6460 01-2383-2-021-4-026-083-6460 01-3220-2-021-4-026-083-6460 01-3320-2-021-4-026-083-6460 01-3420-2-021-4-026-083-6460 01-3520-2-021-4-026-083-6460 01-3620-2-021-4-026-083-6460 01-5811-2-021-4-026-083-6460 01-6410-2-021-4-026-083-6460	RG CLERIC SAL HR SHORTERM SAL PERS NON-INSTR STAFF OASDI NINST CLSSF BENS NINST CLSSF UNEMP NINST STAFF WCOMP NON-INSTRUCTIONAL CONTRACT SERVICES NEW EQUIPMENT	37,916.00	17,384.00 5,273.00 2,197.00 1,558.00 8,798.00 164.00 392.00 2,150.00
			<u>37,916.00</u>	<u>37,916.00</u>
			<u>1,695,489.00</u>	<u>1,695,489.00</u>

Recommended for Ratification

By The Board of Trustees of South Orange County Community College District

Saddleback College

Journal Number BR11-00022 BR11-00034 BR11-00056 BR11-00073 BR11-00093
BR11-00023 BR11-00038 BR11-00059 BR11-00074 BR11-00099
BR11-00024 BR11-00039 BR11-00061 BR11-00076 BR11-00100
BR11-00026 BR11-00042 BR11-00064 BR11-00077 BR11-00101
BR11-00027 BR11-00043 BR11-00065 BR11-00078 BR11-00104
BR11-00028 BR11-00044 BR11-00066 BR11-00083 BR11-00105
BR11-00029 BR11-00046 BR11-00068 BR11-00086 BR11-00106
BR11-00030 BR11-00047 BR11-00069 BR11-00088 BR11-00108
BR11-00031 BR11-00048 BR11-00070 BR11-00089
BR11-00032 BR11-00049 BR11-00071 BR11-00091
BR11-00033 BR11-00054 BR11-00072 BR11-00092

Irvine Valley College

Journal Number BR11-00035 BR11-00090
BR11-00036 BR11-00094
BR11-00040 BR11-00103
BR11-00107
BR11-00060 BR11-00114

District Services

Journal Number BR11-00067

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 5.17
DATE: 10/25/10

TO: Board of Trustees

FROM: Dixie Bullock, Acting Chancellor

RE: SOCCCD: Budget Amendment: Adopt Resolution No. 10-18 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 2010/2011 Adopted Budget.

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

CWS Program at Irvine Valley College	\$11,647
Community Based Job Training (CBJT) Sub Award Grant at Irvine Valley College	\$530,000
Medical Lab Tech Program at Saddleback College	\$334,025
Phlebotomy Sub Award Grant at Saddleback College	\$22,599
National Science Foundation Program at Saddleback College	\$50,000
Total Increase to the General Fund	<u>\$948,271</u>
Total Budget Amendment	<u>\$948,271</u>

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees adopt Resolution No. 10-18 to amend the 2010/2011 Adopted Budget as indicated in Exhibits A & B.

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

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL FUND

RESOLUTION 10-18

October 25, 2010

WHEREAS, the Governing Board of the South Orange County Community College District has determined that income in the amount of \$948,271 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	8120	Federal Revenue	\$11,647
01	8190	Other Federal Revenue, ARRA	\$127,881
01	8199	Other Federal Revenue	\$808,743
			<hr/>
			\$948,271

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	\$354,799
01	2000	Classified Salaries	\$268,456
01	3000	Fringe Benefits	\$168,646
01	4000	Books and Supplies	\$22,822
01	5000	Other Operating Expenses & Services	\$124,089
01	6000	Capital Outlay	\$9,459
			<hr/>
			\$948,271

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 10-18

October 25, 2010

BUDGET AMENDMENT EXPENDITURE DETAIL

College Work Study (CWS) Program at Irvine Valley College

INCOME

01-	8120-	2-004-4-026-083-6460	CWS Program at Irvine Valley College	<u>11,647</u>
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EXPENDITURE

01-	2383-	2-004-4-026-083-6460	TEMP NINST STAFF, HR	<u>11,647</u>
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Community Based Job Training (CBJT) Sub Award Grant at Irvine Valley College

INCOME

01-	8199-	1-041-4-080-093-0303	Other Federal Revenue for IVC	<u>530,000</u>
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EXPENDITURE

01-	1415-	1-041-4-080-093-0303	TEMP NCLSRM.FAC, STIPENDS	157,600
01-	2131-	1-041-4-080-093-0303	REG NINST MGMT STAFF, CONTRACT	134,454
01-	2141-	1-041-4-080-093-0303	REG NINST STAFF, CONTRACT	77,273
01-	3120-	1-041-4-080-093-0303	STRS NON-INSTR STAFF	110,798
01-	4200-	1-041-4-080-093-0303	BOOKS/MAGAZINES & PERIODICALS	4,500
01-	4300-	1-041-4-080-093-0303	INST SUPPLIES & MATERIALS < \$200	5,000
01-	4580-	1-041-4-080-093-0303	IN HOUSE DUP, PRINT & GRAPHICS	4,500
01-	4600-	1-041-4-080-093-0303	NINST SUPPLIES & MATERIALS < \$200	4,775
01-	5174-	1-041-4-080-093-0303	GUEST SPEAKER, FEE BASED	6,000
01-	5270-	1-041-4-080-093-0303	CONFERENCES/TRAVEL	

				21,600
01-	5271-	1-041-4-080-093-0303	DIST SUPPORTED COMMUNITY EVENT	<u>3,500</u>
				<u>530,000</u>

Medical Lab Tech Program at Saddleback College

INCOME

01-	8190-	1-090-1-054-033-1208	Other Federal Revenue, ARRA, for Saddleback	105,282
01-	8199-	1-090-1-054-033-1208	Other Federal Revenue for Saddleback	<u>228,743</u>
				<u>334,025</u>

EXPENDITURE

01-	1313-	1-090-1-054-033-1205	TEMP CLSRM FAC OL	180,195
01-	2141-	1-090-1-054-033-1205	REG NINST STAFF, CONTRACT	45,082
01-	3110-	1-090-1-054-033-1205	STRS INSTR STAFF	14,866
01-	3220-	1-090-1-054-033-1205	PERS NON-INSTR STAFF	4,598
01-	3310-	1-090-1-054-033-1205	OASDI INST STAFF	4,946
01-	3320-	1-090-1-054-033-1205	OASDI NINST STAFF	2,795
01-	3350-	1-090-1-054-033-1205	MEDIC INST STAFF	2,613
01-	3360-	1-090-1-054-033-1205	MEDIC NINST STAFF	654
01-	3420-	1-090-1-054-033-1205	H & W NINSTR STAFF	18,567
01-	3510-	1-090-1-054-033-1205	UNEMPL INST STAFF	1,297
01-	3520-	1-090-1-054-033-1205	UNEMPL NINST STAFF	325
01-	3610-	1-090-1-054-033-1205	WCOMP INST STAFF	3,244
01-	3620-	1-090-1-054-033-1205	WCOMP NINST STAFF	811
01-	4300-	1-090-1-054-033-1205	INST SUPPLIES & MATERIALS < \$200	3,500
01-	4584-	1-090-1-054-033-1205	FEE BASED DUP, PRINT, GRAPHIC	547
01-	5269-	1-090-1-054-033-1205	MILEAGE	

				300
01-	5270-	1-090-1-054-033-1205	CONFERENCES/TRAVEL	1,800
01-	5271-	1-090-1-054-033-1205	DIST SUPPORTED COMMUNITY EVENT	350
01-	5825-	1-090-1-054-033-1205	OTHER OPERATING EXPENSE & SERVICES	7,000
01-	5830-	1-090-1-054-033-1205	ADVERTISING	710
01-	5891-	1-090-1-054-033-1205	INDIRECT CHARGES	30,366
01-	6410-	1-090-1-054-033-1205	NEW EQUIPMENT > \$200	<u>9,459</u>
				<u>334,025</u>

Phlebotomy Sub Award Grant at Saddleback College

INCOME

01-	8190-	1-091-1-054-033-1205	Other Federal Revenue, ARRA, for Saddleback	<u>22,599</u>
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EXPENDITURE

01-	1415-	1-091-1-054-033-1205	TEMP NCLSRM FAC SUMMER	17,004
01-	3120-	1-091-1-054-033-1205	STRS NON-INSTR STAFF	1,403
01-	3320-	1-091-1-054-033-1205	OASDI NINST STAFF	1,054
01-	3360-	1-091-1-054-033-1205	MEDIC NINST STAFF	247
01-	3520-	1-091-1-054-033-1205	UNEMPL NINST STAFF	122
01-	3620-	1-091-1-054-033-1205	WCOMP NINST STAFF	306
01-	5269-	1-091-1-054-033-1205	MILEAGE	409
01-	5891-	1-091-1-054-033-1205	INDIRECT CHARGES	<u>2,054</u>
				<u>22,599</u>

National Science Foundation Program at Saddleback College

INCOME

01-	8199-	1-100-1-050-000-4900	Other Federal Revenue for Saddleback	<u>50,000</u>
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EXPENDITURE

01-	5811-	1-100-1-050-000-4900	CONTRACT SERVICES	<u>50,000</u>
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SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL FUND

RESOLUTION 10-18

October 25, 2010

STATE OF CALIFORNIA)
)
COUNTY OF ORANGE)

I, Dixie Bullock, Secretary to the Board of Trustees of South Orange County Community College District of Orange County, California, hereby certify that the above and foregoing Resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on October 25, 2010.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 26th day of October, 2010.

Dixie Bullock
Secretary to the Board of Trustees

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 5.18
DATE: 10/25/10

TO: Board of Trustees
FROM: Dixie Bullock, Acting 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 P11-01621 through P11-02081 amounting to \$2,484,339.85 are submitted to the Board of Trustees for approval. Confirming requisitions dated September 8, 2010 through October 5, 2010 totaling \$51,447.28 are also submitted.

RECOMMENDATION

The Acting 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 P11-01621 - P11-02081

Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-01621	ORANGE COUNTY REGISTER		ADVERTISING - BID 1098	.00
P11-01622	WAXIE SANITARY SUPPLY		CUSTODIAL SUPPLIES	713.63
P11-01623	HILLYARD FLOOR CARE SUPPLY		CUSTODIAL SUPPLIES	70.16
P11-01624	ADVANTAGE MARKETING ADM GROUP INC.		Job Fair Promotional Items	3,964.19
P11-01625	PBS VIDEO/SHOP PBS PBS EDUCATIONAL VIDEO		Library DVD per Elizabeth Horan	84.06
P11-01626	GOVCONNECTION		PHYSICS SUPPLIES	130.34
P11-01627	ADORAMA CAMERA		Student Supplies	427.12
P11-01628	DISPLAYS 2GO		Acrylic fold up sign holders	125.78
P11-01629	ORANGE COUNTY REGISTER		ADVERTISING - BID 8	.00
P11-01630	DATAMAX O'NEIL PRINTER SUPPLIES		Parking Permit Dispenser Paper	732.09
P11-01631	HITT MARKING DEVICES, INC.		SIGNATURE STAMP FOR FACULTY	32.90
P11-01632	WEEMS & PLATH		OCEANOGRAPHY LAB SUPPLIES	290.41
P11-01633	ZEEMAN CORPORATION		Fashion Student Supplies	376.79
P11-01634	WELLS FARGO #3317 (DISTRICT)		DVD set: SOLD BY TICKERMOUNTIE	30.11
P11-01635	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH		Legal Services	70,000.00
P11-01636	BRAND ATHLETICS		Basketball and Softball Uniform Supplies	1,105.29
P11-01637	BRAND ATHLETICS		Athletic Team Warm Up Uniform Supplies	4,895.21
P11-01638	C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB		FINE ARTS COMPLEX INSPECTIONS	256.00
P11-01639	SYMPPLICITY CORPORATION		NACELink CSM Online Job Board	4,000.00
P11-01640	CAROLINA BIOLOGICAL SUPPLY		BIOLOGY SUPPLIES	328.85
P11-01641	FISHER SCIENTIFIC		BIOLOGY SUPPLIES	166.89
P11-01642	SPECTRUM LABORATORY PRODUCTS		BIOLOGY SUPPLIES	253.21
P11-01643	SYSTEMS SOURCE, INC.		Chair	521.16
P11-01644	CHAMPION CHEMICAL CO.		CUSTODIAL SUPPLIES	1,334.58
P11-01645	KATHCO PRODUCTS		CUSTODIAL SUPPLIES	1,772.62
P11-01646	HOLIDAY INN CAPITOL PLAZA		Holiday Inn Sacramento CDA - grant	1,044.88
P11-01647	THE TUVA TRADER		PHYSICS SUPPLIES (DVD)	57.00
P11-01648	BRAND ATHLETICS		WOMEN'S BASKETBALL GEAR	5,390.56
P11-01649	VWR INTERNATIONAL, INC.		Chemistry Instructional Supply	861.87
P11-01650	CCCWVCA KANOE BANDY, TREASURER		CCCWVCA Membership/IVC W. Volleyball coaches	125.00
P11-01651	JARED SCOTT		Contract Services	2,000.00
P11-01652	CCCTCA ATTN: JEFF BENITO		CCCTCA /IVC M. & W. Coaches	50.00
P11-01653	BELAIRE-WEST LANDSCAPE, INC.	IVC Great Lawn	BID 300 GREAT LAWN	1,200,000.00
P11-01654	NEWARK DRESSMAKER SUPPLY INC.		Fashion Student Supplies	40.54
P11-01655	AMTECH RELIABLE ELEVATOR CO.		MCKINNEY THEATER STAGE LIFT MAINTENANCE	2,500.00
P11-01656	MITCHELL INSTRUMENTS		MAINTENANCE EQUIPMENT	554.66
P11-01657	SO. ORANGE CO. COMM. COL.DIST		R2T4 Summer 2010 Repayments	2,008.00
P11-01658	TEAM ATHLETICS		Men's Basketball Team Uniform Supplies	163.55
P11-01659	BRAND ATHLETICS		Men's Basketball Uniform Supplies	2,508.00

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 13

Includes P11-01621 - P11-02081

Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-01660	CITY OF IRVINE		ADVERTISEMENT	787.50
P11-01661	A TO Z WHOLESALE FLORAL SUPPLY		Supplies	2,565.00
P11-01662	D3 SPORTS, INC.		BASEBALL SHIRTS	816.48
P11-01663	CARIE CRUZ		Monitor	70.00
P11-01664	WILKENS-ANDERSON COMPANY		BIOLOGY SUPPLIES	52.30
P11-01665	VWR INTERNATIONAL, INC.		BIOLOGY SUPPLIES	104.20
P11-01666	HARDY DIAGNOSTICS		BIOLOGY SUPPLIES	108.18
P11-01667	3 DAY BLINDS		BLACKOUT BLINDS FOR SM 240-242	.00
P11-01669	TRANSPORT SPECIALTIES, INC.		storage for fossils	2,854.69
P11-01670	GRILLO'S FILTER SALES		HVAC FILTERS	.00
P11-01671	TRANSPORT SPECIALTIES, INC.		storage for Building E programs	7,612.50
P11-01672	McKESSON GENERAL MEDICAL CORP		medical supplies	51.11
P11-01673	TRI DIM FILTER CORPORATION		HVAC FILTERS	.00
P11-01674	SOUTHERN CALIFORNIA GAS CO.		GAS SUPPORT TO CHANGE MANIFOLD	7,412.96
P11-01675	SEHI PROCOMP COMPUTER PRODUCTS		Replacement printer for DSPS office	163.06
P11-01676	HAITBRINK ASPHALT PAVING, INC.		CEC PARKING LOT TO CODE	12,295.00
P11-01677	NU AGE DEVELOPMENT, INC.		RESTORE A400 BATHROOM TO CORRECT CODE	2,895.00
P11-01678	WAXIE SANITARY SUPPLY	SC WAREHOUSE	Facial Tissue	.00
P11-01679	WHITE CAP INDUSTRIES		PLUMBING EQUIPMENT	1,713.43
P11-01680	OCEANSIDE PHOTO & TELESCOPE		ASTRONOMY SUPPLIES	315.38
P11-01681	BRAND ATHLETICS		Softball Uniform Supplies	5,754.05
P11-01682	BRENNER-FIEDLER & ASSOC., INC.		VACUUM PUMP - B200 ANNEX	8,732.50
P11-01683	AIR		Membership fees for 09-10	125.00
P11-01684	DIVERSIFIED BUSINESS SERVICES		SHIRTS FOR BASKETBALL	251.43
P11-01685	VITAL LINK EDUCATION AND BUSINESS CONSORTIUM		CTE OC Program Administration	719.00
P11-01686	BUY PC SUPPLIES, LLC		Photography printer dust covers	312.33
P11-01687	MARK IV COMMUNICATIONS, INC.*		Cabling Adds, Moves and Changes	3,620.19
P11-01688	THE BEE MAN		BEE CONSULTATION FEE FOR MCKINNEY THEATER	99.00
P11-01689	J. M. McCONKEY CO.		Horticulture Supplies	498.33
P11-01690	CONSUMERS PIPE & SUPPLY CO.		ANNUAL HVAC SUPPLIES	.00
P11-01691	W. W. GRAINGER		ANNUAL HVAC SUPPLIES	.00
P11-01692	CONNECT AIR		ANNUAL HVAC SUPPLIES	365.07
P11-01693	SADDLEBACK APPLIANCES		REFRIGERATORS FOR LIB 212 AND BST 201L	1,031.38
P11-01694	CONTROL MAINTENANCE & REPAIR INC.		PREVENTATIVE MAINTENANCE ON YASKAWA DRIVES	2,687.50
P11-01695	COACH AMERICA		Charter Bus Services	16,000.00
P11-01696	LASER SOURCE		toner for HP printers	143.55
P11-01697	SCANTRON CORPORATION		Scantron Class Climate Renew	1,318.00
P11-01698	HITT MARKING DEVICES, INC.	SC WAREHOUSE	STAMPS FOR WAREHOUSE	.00
P11-01699	LASER SOURCE		Toner for network printers	1,507.28
P11-01700	PERFECT INTERVIEW LLC		Online License	999.95

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

ESCAPE ONLINE

Includes P11-01621 - P11-02081

Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-01701	AMERICAN COOLING TOWER INC.		EMERGENCY COOLING TOWER REPAIR IN B200	10,006.38
P11-01702	WELLS FARGO #3317		Supplies for electricity program	.00
P11-01703	WELLS FARGO #3317		DVDs for Botany	48.37
P11-01704	ENTERTAINMENT PARTNERS	Bldg W/Com Arts	Software for class use	396.00
P11-01705	NANCY BRACKEN		Cash Advance	500.00
P11-01706	RON ELLISON		Cash Advance	500.00
P11-01707	JAMES L. RYNNING		Cash Advance	500.00
P11-01708	NANCY BRACKEN		Blanket reimbursement	2,000.00
P11-01709	MIKE COLLINS		Blanket reimbursement	1,000.00
P11-01710	CINEMA SECRETS, INC.		Instructional Theatre supplies	2,000.00
P11-01711	GANAHL LUMBER		Instructional Theatre supplies	1,000.00
P11-01712	DUNN-EDWARDS CORPORATION		Instructional Theatre supplies	500.00
P11-01713	MC FADDEN-DALE INDUSTRIAL		Instructional Theatre supplies	1,000.00
P11-01714	RICHARD THE THREAD EMPIRE TAPE COMPANY		Instructional Theatre supplies	250.00
P11-01715	ROYAL PLYWOOD CO., LLC		Instructional theatre supplies	3,750.00
P11-01716	THEATRE COMPANY		Instructional theatre supplies	4,500.00
P11-01717	HARBOR FREIGHT TOOLS		Instructional Theatre supplies	800.00
P11-01718	CONCIERGE CLEANERS		Instructional Theatre supplies	500.00
P11-01719	COMPUTER NERDS INT'L, INC. CORPORATE HEADQUARTERS		NETWORK STORAGE SERVER *quote attached	1,117.74
P11-01720	DIANA GRAY		Contract Services	4,000.00
P11-01721	DISCOUNT DANCE SUPPLY CO.		Instructional Theatre supplies	500.00
P11-01722	ORANGE COUNTY REGISTER		ADVERTISING	176.00
P11-01723	INDUSTRIAL METAL SUPPLY CO.		Instructional Theatre supplies	1,000.00
P11-01724	FULLERTON CIVIC LIGHT OPERA CO		Instructional Theatre supplies	2,000.00
P11-01725	PROFESSIONAL PLASTICS		Instructional Theatre supplies	600.00
P11-01726	POWERTRON BATTERY CO.		BATTERIES	228.15
P11-01727	CSULB FOUNDATION THEATRE ARTS COSTUME SHOP		Instructional theatre supplies	250.00
P11-01728	ART SUPPLY WAREHOUSE		Instructional Theatre supplies	1,200.00
P11-01729	MICHAEL LEVINE, INC.		Instructional theatre supplies	1,000.00
P11-01730	WESTERN COSTUME CO.		Instructional Theatre supplies	1,500.00
P11-01731	WARNER BROS. STUDIO FACILITIES		Instructional Theatre supplies	1,000.00
P11-01732	WALTERS WHOLESALE ELECTRIC		Instructional theatre supplies	500.00
P11-01733	GROSH SCENIC STUDIOS, INC.		Instructional theatre supplies	1,100.00
P11-01734	SAMUEL FRENCH		Theatre Royalty	525.00
P11-01735	SAMUEL FRENCH		Theatre Royalty	525.00
P11-01736	SAMUEL FRENCH		Performance agreement	1,446.00
P11-01737	NEXUS IS, INC.		Analog to digital telephone converted for fax	209.67
P11-01738	GEORGE T. HALL		ANNUAL HVAC SUPPLIES	3,947.19
P11-01739	REFRIGERATION SUPPLIES DIST.		ANNUAL HVAC SUPPLIES	552.61
P11-01740	JOHNSTONE SUPPLY		ANNUAL HVAC SUPPLIES	675.33
P11-01741	CITY OF IRVINE		Irvine Global Village Festival AI	1,000.00
P11-01742	W. W. GRAINGER		ANNUAL PLUMBING EQUIPMENT	1,376.07
P11-01743	SMARDAN SUPPLY - EL MONTE		ANNUAL PLUMBING SUPPLIES	10,236.09
P11-01744	PORTLAND COMMUNITY COLLEGE AM 126		PAYMENT FOR NSF SUBAWARD/DUE 0702912	49,472.00
P11-01745	UNIVERSITY OF HAWAII		PAYMENT FOR NSF SUBAWARD/DUE 0702912	50,063.00

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PO Number	Vendor Name	Site	Description	Account Amount
P11-01746	EDMONDS COMMUNITY COLLEGE		PAYMENT FOR NSF SUBAWARD DUE 0702912	69,282.00
P11-01747	NU AGE DEVELOPMENT, INC.		CLOSE OFF DOORWAY BETWEEN A202 AND A204	1,200.00
P11-01748	BETTY WILLIAMS PATTERN FUNDS JOY EMERY, COMM'L PATTERN ARCH		Dept. Resource	220.00
P11-01749	ERNEST PACKAGING SOLUTIONS		Student Supplies	484.66
P11-01750	B & H PHOTO		DMA Supplies	221.74
P11-01751	HOME DEPOT EAST IRVINE STORE #8525		Instructional Theatre supplies	3,250.00
P11-01752	DICK BLICK COMPANY		ART SUPPLIES	304.78
P11-01753	KEN'S SPORTING GOODS		knee pads W VB Team	163.49
P11-01754	BRAND ATHLETICS		VB Team Extra Spandex Shorts	43.69
P11-01755	BRAND ATHLETICS		WOMENS BASKETBALL ORDER	1,399.73
P11-01756	FAST TRAX BOBCAT SERVICES		Parking Lot 9 Water System Upgrade	4,275.00
P11-01757	JUDY VALENZUELA		Trainer	120.00
P11-01758	CALIFORNIA STAGE/LIGHTING, INC		Instructional theatre supplies	4,500.00
P11-01759	BRAND ATHLETICS		MENS BASKETBALL HOODIES	536.09
P11-01760	QUALITY FENCE CO., INC.		MOVE/INSTALL FENCING IN WAREHOUSE AREA	3,225.00
P11-01761	SMART LEVELS MEDIA		programs/flyers for Fall 2010 academic shows	2,000.00
P11-01762	DANIEL SMITH, INC.		ART SUPPLIES	415.97
P11-01763	AARDVARK CLAY AND SUPPLIES		CERAMIC SUPPLIES	1,703.03
P11-01764	LIFETIME MEMORY PRODUCTS, INC.		FLASH DRIVES/ATTACHMENT	105.64
P11-01765	HIRSCH PIPE & SUPPLY		ANNUAL PLUMBING SUPPLIES	6,134.05
P11-01766	PLUMBING & INDUSTRIAL SUPPLY		ANNUAL PLUMBING SUPPLIES	5,331.47
P11-01767	D & E PIPE SUPPLY, INC		ANNUAL PLUMBING SUPPLIES	2,424.17
P11-01768	NORTHERN SAFETY COMPANY		ANNUAL PLUMBING SUPPLIES	1,023.78
P11-01769	JOHNSTONE SUPPLY		ANNUAL PLUMBING SUPPLIES	243.39
P11-01770	IRVINE PIPE & SUPPLY		ANNUAL PLUMBING SUPPLIES	503.02
P11-01771	3e CREATIVE GROUP, LLC		Consultant Agreement: 3e Creative Group, LLC	6,000.00
P11-01772	WELLS FARGO #3317 (DISTRICT)		Overhead Projector Bulbs for Geology Classroom	195.53
P11-01773	SCHOOL SPECIALTY, INC.		ART SUPPLIES	386.75
P11-01774	ACCUVANT INC.		Log Rhythm Security Appliance Renewal	15,360.00
P11-01775	AACRAO MEMBERSHIP		Annual ACCRAO Institutional Membership	1,015.00
P11-01776	EMERGENCY MEDICAL PRODUCTS		SHARPS CONTAINERS FOR EMS	214.56
P11-01777	AMERICAN UNDERGROUND		Bore and Install Conduit for M400	5,826.00
P11-01778	THE BLIND FACTORY		DEAN'S SUITE BLINDS	495.00
P11-01779	ARMSTRONG TOOL & SUPPLY CO.		JEWELRY MAKING SUPPLIES	307.23
P11-01780	DICK BLICK COMPANY		ART SUPPLIES	304.50
P11-01781	J. F. McCAUGHIN CO.		ART SUPPLIES	1,273.74
P11-01782	RIO GRANDE ALBUQUERQUE		ART SUPPLIES	124.84
P11-01783	MAIN GRAPHICS		1000 Dance Brochures Printed	824.78

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PO Number	Vendor Name	Site	Description	Account Amount
P11-01784	MC KENNA LONG & ALDRIDGE, LLP		ATEP Project	.00
P11-01785	COLLEGE BOARD ACCUPLACER DEPT.		Accuplacer Online Tests	155.00
P11-01786	CONSTANT CONTACT		Services-Email Marketing	252.00
P11-01787	CAROLINA BIOLOGICAL SUPPLY		CHEMISTRY SUPPLIES	362.38
P11-01788	SIGMA-ALDRICH CHEMICAL CO.		CHEMISTRY SUPPLIES	1,133.46
P11-01789	WILKENS-ANDERSON COMPANY		CHEMISTRY/SAFETY SUPPLIES	1,297.47
P11-01790	THE SCIENCE FAIR		CHEMISTRY SUPPLIES	1,515.34
P11-01791	SPECTRUM LABORATORY PRODUCTS		CHEMISTRY SUPPLIES	8,202.61
P11-01792	ULINE, INC.		CHEMISTRY SUPPLIES	26.79
P11-01793	VWR INTERNATIONAL, INC.		CHEMISTRY SUPPLIES	1,788.19
P11-01794	FISHER SCIENTIFIC		CHEMISTRY SUPPLIES	11,628.18
P11-01795	JOHNSON FLOORING, INC.		REHAB GYM FLOOR AND SEAL	5,520.00
P11-01796	GUNTHER'S ATHLETIC SERVICE		UNIFORMS AND HATS FOR BASEBALL	10,163.23
P11-01797	STRATA INFORMATION GROUP		Prof. Svces for Interim Director of Tech Svces	42,500.00
P11-01798	ESSENCE ENTERTAINMENT		Contracted Services	10,000.00
P11-01799	THE CONTAINER STORE		INSTRUCTIONAL SUPPLIES NURSING	134.11
P11-01800	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.		FINE ARTS BLDG PRELIMINARY MICROBIAL ASSESSMENT	625.00
P11-01801	ORKIN EXTERMINATING, INC. ACURID		RODENT SERVICES AT HS BUILDING	300.00
P11-01802	ADN DIRECTORS OF SO. CAL. % DR. DIANE MOREY		COADN MEMBERSHIP	100.00
P11-01803	QUEZADA PRO LANDSCAPE, INC.		CAMPUS TREE SERVICES	2,760.00
P11-01804	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.		AGB BUILDING TESTING	1,150.00
P11-01805	SIERRA MUSIC PUBLICATIONS		Music for jazz classes	500.00
P11-01806	MISSION PRINTING COMPANY		contract printing -- governance manual	4,290.19
P11-01807	PBS VIDEO/SHOP PBS PBS EDUCATIONAL VIDEO		Library Dvds per Elizabeth Horan	49.43
P11-01808	MC FADDEN-DALE INDUSTRIAL		TAYLOR DUNN CART PARTS	74.11
P11-01809	RUTLAND TOOL & SUPPLY CO., INC		DMP INSTRUCTIONAL SUPPLIES	623.32
P11-01810	LAGUNA GRAPHIC ARTS, INC.		Resolution Folders Board of Trustees Meetings	650.00
P11-01811	CLARK SECURITY PRODUCTS INC.		LOCKSMITH PARTS	4,212.98
P11-01812	CARY CALLAHAN DBA CALLAHAN AUTO INFO SYS		* Emissions guide	271.88
P11-01813	MINITEX LIBRARY INFO. NETWORK 15 ANDERSON LIB-UNIV OF MINN.		Library supplies	796.53
P11-01814	McKESSON GENERAL MEDICAL CORP		Medical supplies	94.88
P11-01815	ENCO MANUFACTURING CO.		MFG 203 SUPPLIES	1,803.81
P11-01816	PACIFIC COLOR PRINTING		Printing Cost/Athletic cards/F 2010 & Sp 2011	1,098.38
P11-01817	AMERICAN GEOTECHNICAL	SC Bridge Ren	SC BRIDGE REPLACEMENT GEO REPORT	6,800.00

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PO Number	Vendor Name	Site	Description	Account Amount
P11-01818	SIXTEN, INC. dba SIXTEN & ASSOC.		State Mandated Cost Claiming Services 2010-11	24,000.00
P11-01819	TIMOTHY MURPHY		sound technician services for guest artist events	800.00
P11-01820	ULINE, INC.		Paleo-Lab Supplies	116.96
P11-01821	KAESER & BLAIR, INC. dba SNAP MARKETING & PROMO.	Bldg W/Com Arts	Shirts for TV/Film Students	640.89
P11-01822	IAEDP		Ann. Membership/Int. Assoc. Eating Dis. Prof.	250.00
P11-01823	KONICA MINOLTA BUSINESS SOLUT. C/O DANKA		Maintenance : Canon Copiers 2009-10 Closing	382.71
P11-01824	OCE'		Maintenance Agreement: Copiers 09-10 Closing	1,151.05
P11-01825	SAFEWAY, INC. % PAVILIONS, STORE #210		BLANKET PO FOR NUTRITIONAL SUPPLIES	4,000.00
P11-01826	W. W. GRAINGER		ANNUAL GROUND SUPPLIES	13,112.82
P11-01827	BISHOP COMPANY		ANNUAL GROUND SUPPLIES	2,065.13
P11-01828	HORIZON		ANNUAL GROUND SUPPLIES	8,195.84
P11-01829	ALAN'S LAWNMOWER & GARDEN		ANNUAL GROUND EQUIPMENT	8,010.74
P11-01830	CHEMSEARCH		ANNUAL GROUND SUPPLIES	698.07
P11-01831	M. HARA LAWNMOWER CENTER		ANNUAL GROUND EQUIPMENT	2,893.81
P11-01832	MILLENNIUM BUSINESS SERVICES		Purchase business cards for Learning Center.	100.05
P11-01833	WELLS FARGO #3317		TEXTBOOKS TO KEEP AT CLINICAL SITES	1,287.76
P11-01834	MOBILE MODULAR MGMT. CORP.		MODULAR CLASSROOMS	49,284.26
P11-01835	UNITED INTERIORS		Monitor Arms for L Cornejo Payroll Dept	.00
P11-01836	UNITED INTERIORS		Ergonomic Chair for Back	475.00
P11-01837	CAPISTRANO SEWING MACHINE CO		Sewing maintenance and repair	500.00
P11-01838	WELLS FARGO #3317 (DISTRICT)		Early Childhood Program supply/SHOPLET	23.27
P11-01839	MAIN GRAPHICS		IVC Brochure	733.05
P11-01840	MITY-LITE, INC.		Table	729.84
P11-01841	JIM'S MUSIC CENTER, INC.		Supplies and materials	1,000.00
P11-01842	CALIFORNIA STAGE/LIGHTING, INC		Supplies and materials	2,000.00
P11-01843	SCANTRON CORPORATION		7-Digit ID# Scantron Forms for Assessment Testing	.00
P11-01844	TOMARK SPORTS EQUIPMENT		BALL RACK FOR WOMENS BASKETBALL	230.06
P11-01845	NATIONAL ALLIANCE OF TWO YEAR COLLEGE ATHLETIC ADMINS.		NATYCAA membership/IVC Athletic Director	100.00
P11-01846	IRVINE HIGH SCHOOL ATTN: CITADEL YEARBOOK		Ad in Irvine High School Citadel Yearbook	170.00
P11-01847	UNITED SITE SERVICES OF CA, INC.		PORTABLE BATHROOMS TO SUPPORT WATER PROJECT	261.56
P11-01848	MARCIVE, INC.		Pay for book data clean-up subscription service.	47.52
P11-01849	NEWBEGINNINGS, INC.		Catering for CCC meetings	388.24
P11-01850	QUEZADA PRO LANDSCAPE, INC.		EMERGENCY TREE SERVICES	1,350.00
P11-01851	BARNES & NOBLE		TEXTBOOKS TO KEEP AT CLINICAL SITES	270.91

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PO Number	Vendor Name	Site	Description	Account Amount
P11-01852	PARKWAY LAWNMOWER SHOP		ANNUAL GROUND SUPPLIES	1,549.07
P11-01853	SMITH PIPE & SUPPLY, INC.		ANNUAL GROUND SUPPLIES	1,550.06
P11-01854	EWING IRRIGATION PRODUCTS		ANNUAL GROUND SUPPLIES	186.62
P11-01855	JOHN DEERE LANDSCAPES, INC.		ANNUAL GROUND SUPPLIES	1,686.29
P11-01856	HYDRO-SCAPE PRODUCTS, INC.		ANNUAL GROUND SUPPLIES	12,603.83
P11-01857	A. M. LEONARD, INC.		ANNUAL GROUND SUPPLIES	1,926.62
P11-01858	NORTHERN TOOL & EQUIPMENT CO.		ANNUAL GROUND EQUIPMENT/SUPPLIES	3,885.54
P11-01859	UNITED NUCLEAR SCIENTIFIC SUPPLIES		PHYSICS SUPPLIES	279.60
P11-01860	NASCO WEST INDUSTRIES, INC.		PHYSICS SUPPLIES	32.24
P11-01861	SCHOOL SPECIALTY, INC.		ART SUPPLIES	185.96
P11-01862	CALIFORNIA METAL-X		JEWELRY MAKING SUPPLIES	2,985.19
P11-01863	MORITAKA KINA		Contract Services	3,000.00
P11-01864	TECHSMITH CORP		Camtasia Studio/Snaggit Software Licenses/Support	1,380.95
P11-01865	S & B FOODS		Catering for CCC meetings	423.94
P11-01866	WELLS FARGO #3317		amazon.com	113.05
P11-01867	ALLIED ELECTRONICS		AUTOMOTIVE SUPPLIES	261.23
P11-01868	PARKS CRANE SERVICE, INC.		REMOVE/REPLACE VACUUM PUMP	375.00
P11-01869	AVALON TENT & PARTY		Tables & Lines for State of College Breakfast	238.57
P11-01870	SO. ORANGE CO. COMM. COL.DIST		Return to Title IV Funds	175.00
P11-01871	ALLSTEEL, INC. % CORPORATE BUSINESS INTERIORS		VIL 10 ADD ONS	226.94
P11-01872	McMASTER CARR SUPPLY COMPANY		AUTOMOTIVE SUPPLIES	219.69
P11-01873	WARD'S NATURAL SCIENCE		TO BUY PERISHABLE ITEMS FOR BIO.10 & FOR BIO.1L	300.00
P11-01874	Z CORPORATION		RAPIDTECH CONTRACT SVC	5,250.00
P11-01875	DAD'S ROCK SHOP		Geology Lab Supplies	216.55
P11-01876	CORNER BAKERY CAFE STORE #219		Lunch: Ntl League of Nursing Site Visit 9/29-9/30	297.09
P11-01877	PASCO SCIENTIFIC		PHYSICS SUPPLIES	286.39
P11-01878	AVALON TENT & PARTY		K-12 Partnership	270.69
P11-01879	B & H PHOTO	Bldg W/Com Arts	Bags for audio equipment for check out	130.50
P11-01880	MOORE MEDICAL CORP.		Meds	72.93
P11-01881	GoEngineer		RAPIDTECH SOFTWARE	833.45
P11-01882	WEST-LITE SUPPLY CO.		PHYSICS SUPPLIES	10.77
P11-01883	TROXELL COMMUNICATIONS, INC.		PROJECTOR SCREEN REPLACEMENT (SM105)	106.58
P11-01884	TUSTIN AWARDS, INC.		Name Badges	90.06
P11-01885	ACADEMIC SENATE FOR CALIF. COMMUNITY COLLEGES		Academic Senate Annual Membership Dues	3,682.24
P11-01886	DIGI-KEY CORP.		AUTOMOTIVE SUPPLIES	146.85
P11-01887	SADDLEBACK BOOKSTORE - #296 FOLLETT HIGHER EDUCATION GROUP		Textbooks and Supplies for CARE eligible students	1,000.00
P11-01888	WESTMINSTER PRESS, INC.		Printing & Mail Prep	13,062.50
P11-01889	A-1 FENCE COMPANY		FENCE AT WASTEYARD FOR DIG SITE	3,815.00
P11-01890	HAITBRINK ASPHALT PAVING, INC.		WASTEYARD DIG FOR ARCHAEOLOGY SITE	3,800.00

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PO Number	Vendor Name	Site	Description	Account Amount
P11-01891	TOPLINE CONSTRUCTION		MONUMENT AT VETERANS MEMORIAL	3,200.00
P11-01892	LEE ARMSTRONG CO., INC.		T-7 FLOORING	2,200.00
P11-01894	SADDLEBACK GOLF CARS, INC.		PURCHASE OF FOUR CARTS	38,241.75
P11-01895	WELLS FARGO #3317		Book order.	.00
P11-01896	WAUSAU TILE, INC.		CONCRETE TABLE TOP REPLACEMENT	285.31
P11-01897	RON DIETZ, INC. dba DIETZ HYDROSEEDING CO.		SEEDS FOR VILLAGE AREAS	1,781.25
P11-01898	HOME DEPOT MISSION VIEJO STORE #614		Supplies for Server Room Power/Cooling Upgrade	600.00
P11-01899	CDW-G COMPUTER CENTERS		Hard drives/video cards for IT usage	239.75
P11-01900	DICK BLICK COMPANY		ART SUPPLIES	200.97
P11-01901	DIRECT SYSTEMS SUPPORT		SAN Replacement Project	2,361.45
P11-01902	HOME DEPOT LAKE FOREST STORE		Student Material Fees	400.00
P11-01903	MONTGOMERY HARDWARE		FA-101 DOUBLE GLASS DOORS	1,648.65
P11-01904	WELLS FARGO #4198		DiningTables.com - Breakroom Furniture	1,087.49
P11-01905	WELLS FARGO #3317		Dept. Resource	14.02
P11-01906	MARINA MUSIC		Student Music	742.67
P11-01907	ASI-MODULEX		FINE ART SIGNS	164.30
P11-01908	FITNESS WHOLESALE, INC.		Dynabands/Therabands	706.79
P11-01909	MILLENNIUM BUSINESS SERVICES		Business Cards: J. McLaughlin	100.05
P11-01910	SPECTRUM INDUSTRIES, INC.		Photography supplies	23.85
P11-01911	COMMUNITY PLAYTHINGS		FURNITURE FOR CLASSROOM	226.20
P11-01912	TALITHA JAMES		Trainer	180.00
P11-01913	JOSEPH JAY MENDOZA		Trainer	630.00
P11-01914	LUIS MAURICIO VASQUEZ		CPR Instructor	875.00
P11-01915	THE PATON GROUP		RAPIDTECH NONINSTR SUPPL	1,781.25
P11-01916	SWEETWATER		Audio monitors for Music Department	212.56
P11-01917	PARADISE BAKERY & CAFE		Special Board Meeting of the Bd of Trustees	147.84
P11-01918	SMART LEVELS MEDIA		Choral concert postcard printing	117.56
P11-01919	SALLIE MILLER		Co-Trainer	630.00
P11-01920	JOSEPH JAY MENDOZA		Monitor	70.00
P11-01921	H & L CHARTER COMPANY		Transportation for Lake Arrowhead Conference	1,210.00
P11-01922	PENGUIN GROUP (USA)		Books for distribution at conference	1,429.56
P11-01923	DELL MARKETING		laptop adaptor for instructional use	73.40
P11-01925	AUTOMOTIVE ELECTRONICS SERVICES INC		emission DVD	100.35
P11-01926	IMPACT IMAGES CLEAR IMAGE, INC.		Bags for photography classes	173.38
P11-01927	SCANTRON CORPORATION		REPLENISH SCANTRONS	108.00
P11-01928	BRAND ATHLETICS		WOMENS BASKETBALL GEAR	2,469.72
P11-01929	HOME DEPOT MISSION VIEJO STORE #614		Blanket PO to Home Depot for Electrical	500.00
P11-01930	AABACA, INC.		Sibelius software upgrades	430.86
P11-01931	KINO FLO, INC.	Bldg W/Com Arts	Kino Flo Lighting system for location use	2,818.52
P11-01932	KEN'S SPORTING GOODS		BASEBALL BATS FOR BASEBALL TEAM	223.40

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P11-01933	TOMARK SPORTS EQUIPMENT		HEAVY BASKETBALL FOR BASKETBALL TEAM	51.50
P11-01934	WELLS FARGO #3317		Presentation Pointers for Faculty	93.15
P11-01935	CUSTOMINK, LLC		PAC Employee Logo Shirts	2,126.76
P11-01936	SPORTS UNLIMITED		WOMEN'S SOCCER EMBROIDERY	1,083.98
P11-01937	SPORTS UNLIMITED		MEN'S SOCCER EMBROIDERY	2,434.77
P11-01938	SHRED-IT CAMPO ENTERPRISES, INC.		Paper Shredding Services	75.00
P11-01939	WILLIAMS RECORDING		Contract Services	2,000.00
P11-01940	AERA ENGINE REBUILDERS ASSN.		membership renewal	221.00
P11-01941	QUICK CAPTION		Captioning services for hearing impaired	5,000.00
P11-01942	GUEST ARTISTS		Presentation of "Yesterday and Today"	11,800.00
P11-01943	BRAVO SIGN & DESIGN		VILLAGE SIGNS	13,366.38
P11-01944	ORANGE COUNTY REGISTER		Lariat's printing and delivery charges	30,000.00
P11-01945	W. W. GRAINGER		Equipment and supplies for PAC	832.79
P11-01946	UC REGENTS		UCLA Conference Center - Saddleback College	11,220.00
P11-01947	KEENAN & ASSOCIATES		Gen.Liability and Terrorism Coverage	5,280.00
P11-01948	BAKER & TAYLOR BOOKS		Purchase books.	30,000.00
P11-01949	JIM'S MUSIC CENTER, INC.		Piano Petals	494.22
P11-01950	PEPPER MUSIC COMPANY		File boxes	144.49
P11-01951	LABOR LAW CENTER, INC.		Labor Law Posters	521.13
P11-01952	CCSCA % RODNEY RAGSDALE		CCSCA Membership for IVC M. & W. Coaches	150.00
P11-01953	NEWPORT COMPUTER SOLUTIONS,INC		IBM post-warranty hardware maintenance	21,398.66
P11-01954	REPRO XPRESS		REPROGRAHICS	2,000.00
P11-01955	CALIFORNIA COMMUNITY COLLEGE MEN'S BASKETBALL ASSOCIATION		CCCBCA Membership/IVC M.Basketball coach	350.00
P11-01956	QUEZADA PRO LANDSCAPE, INC.		AGB EMERGENCY SOD WORK	6,875.00
P11-01957	ARTALKS DESIGN, LLC		PAC Lettering	2,653.12
P11-01958	CALIFORNIA STAGE/LIGHTING, INC		Maintenance of sound board	1,000.00
P11-01959	TUSTIN CHAMBER OF COMMERCE		Membership Renewal to Tustin Chamber of Commerce	186.00
P11-01960	SIERRA SOIL, INC.		FMO SUPPLIES - LOT 12	609.00
P11-01961	LEE ARMSTRONG CO., INC.		GROUPS FLOORING	3,587.00
P11-01962	LEE ARMSTRONG CO., INC.		T-BUILDING FLOORING	2,885.00
P11-01963	UNITED INTERIORS		FA 202A, 204 & 212 FURNITURE	14,494.96
P11-01964	JUDI GOULD		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01965	APPLE COMPUTER, INC.		New laptop computer for instructor/See attachment!	2,004.50
P11-01966	SAMY'S CAMERA		Camera filters	897.19
P11-01967	EBSCO SUBSCRIPTION SERVICE		Annual periodical subscription per Ana Maria Cobos	8,939.01
P11-01968	HITT MARKING DEVICES, INC.		Signature Stamp for Dan Walsh	34.80
P11-01969	HITT MARKING DEVICES, INC.		Inf'l Student Prgm -Certified-Date Stamp	78.30

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Includes P11-01621 - P11-02081

Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-01970	PBS VIDEO/SHOP PBS PBS EDUCATIONAL VIDEO		DVDs for Botany	32.13
P11-01971	VIDEOMAKER MAGAZINE	Bldg W/Com Arts	Magazine subscription	19.97
P11-01972	BRAND ATHLETICS		W WP suits F '10	733.92
P11-01973	CLARKE & ASSOCIATES, INC.		TO REPLACE WORN OUT/MISSING NUMBER TAGS	210.94
P11-01974	GOVCONNECTION		network cards for CMT	400.52
P11-01975	CHENG & TSUI ORDERS DEPARTMENT		Instructional Chinese Textbook and DVD	71.24
P11-01976	GREGORY RAMIREZ		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01977	CARINA HUYNH LIN		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01978	MELISSA MEADOWS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01979	KAREE HAMILTON		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01980	WENDY WHITNEY		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01981	EVE-MARIE ANDREWS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01982	KIM MC CORMICK		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01983	SHARTELLE FEARS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01984	JENN BURLESON		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01985	PAMELA JAMES		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01986	KELLEY BEACH		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01987	ROSIE ANTONECCHIA		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01988	CINDY MORRIN		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01989	RAAD JERJIS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01990	TRINIDAD J. ARGUELLES		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01991	EMERALD MIRROR & GLASS		REPLACE WINDOW/SKYLIGHT IN DISTRICT WAREHOUSE	975.00
P11-01992	FISHER SCIENTIFIC		EASLYTE ANALZYER REAGENTS	286.92
P11-01993	CDW-G COMPUTER CENTERS		Various desktop replacement hard drives	1,359.38
P11-01994	WELLS FARGO #3317		CD for jazz classes	22.54
P11-01995	B & P SERVICES, INC.		INSTALL DUCT WORK TO SUPPORT M400 STORAGE	680.00
P11-01996	REI		2 Way Radio-Geog/Attachment	175.30
P11-01997	EDUCATIONAL MUSIC SERVICE		Music database rental fee	75.59
P11-01998	CI SOLUTIONS, CARD INTEGRATORS CORPORATION		PHOTO ID SYSTEM SERVICE AGREEMENT *invoice attchd	2,085.00
P11-01999	SWIM DEPOT		WP F'10 M suits and M/W caps	1,162.73
P11-02000	BJB ENTERPRISES, INC.		project supplies for DMP students	500.00
P11-02001	BROOKSTONE CABINETS		REHAB CABINETS IN CHEMISTRY LAB	9,577.46
P11-02002	FLOOR TECH GROUP		A200 CLASSROOM PROJECT	3,940.00

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Includes P11-01621 - P11-02081

Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-02003	VIDEO SERVICE OF AMERICA		DVCam Tapes for BOT meetings	523.14
P11-02004	UNIVERSITY PRODUCTS, INC.		Rag board for photography classes	1,234.44
P11-02005	BONNIE PETERS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02006	TANDY WARD		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02007	LORENA DORN		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02008	JOYCE ROMERO		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02009	BONNIE SHERMAN		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02010	JOSEPH LEWIS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02011	BROOKSTONE CABINETS		B309 to B318/REPAIR SURFACE OF CABINETS	1,578.58
P11-02012	OSVALDO AMEZCUA		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02013	EVAN WIRIG		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02014	JANET HUANG		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02015	JANINE CIRRITO		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02016	BRIANA BOYKIN		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02017	LISA ROMAIN		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02018	NANCY M. DAVIS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02019	PAUL FRIEDT		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02020	SARAH MOORE		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02021	MONICA ROMERO		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02022	REALVOLLEYBALL.COM		VOLLEYBALL CARRY BAGS	85.00
P11-02023	MISSION VIEJO FLORIST		Flowers for K-12 Partnership	451.31
P11-02024	STUDICA, INC.		AUTODESK REVIT LIC/SUBSCRIPTION	17,210.00
P11-02025	SEHI PROCOMP COMPUTER PRODUCTS		Photography supplies	213.26
P11-02026	MINITEX LIBRARY INFO. NETWORK 15 ANDERSON LIB-UNIV OF MINN.		Library supplies	372.40
P11-02027	HOIST SERVICE CO.,INC.		HYDRIC MAINTENANCE @TRANSPORTATION	2,926.46
P11-02028	DHK PLUMBING & PIPING, INC.		CP RESTROOM SEWER PIPING	7,105.76
P11-02029	SUPERIOR PAPER & PLASTIC INC.		Blanket purchase order for supplies for the CDC	3,000.00
P11-02030	SAMY'S CAMERA		Camera and Memory Card	664.46
P11-02031	HERTZ FURNITURE SYSTEMS		CHAIR	55.77
P11-02032	MILLENNIUM BUSINESS SERVICES		Referral forms	152.25
P11-02033	GETTY IMAGES, INC.		Images Subscription	.00
P11-02034	B & H PHOTO		Equipment and supplies for PAC	1,871.50
P11-02035	TUSTIN IRVINE MEDICAL GROUP		TB Testing	200.00

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Includes P11-01621 - P11-02081

Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-02036	ELIZABETH SHAKER		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02037	ANN STEINBERG		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02038	DAVID L. HERNANDEZ II		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02039	PAM STORIE		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02040	LYNN HASTINGS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02041	MARNIE MELENDEZ		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02042	MARIA DE LA LUZ FLORES		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02043	CHRIS PHILLIPS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02044	SPORTS UNLIMITED		BASEBALL WEIGHTLIFTING SHIRTS	728.63
P11-02045	GUTTER MASTERS		INSTALL GUTTERS ON POLICE & WAREHOUSE BLDG	1,916.00
P11-02046	HENRY SCHEIN, INC.		REAGENTS FOR TRIAGE METER IN MLT PROGRAM	1,060.88
P11-02047	COMMUNITY COLLEGE LEAGUE OF CALIFORNIA/CCCAA		Databases renewal.	4,111.62
P11-02048	EMILY CRICK		Student Success Grant for nursing student	700.00
P11-02049	ALL SIGNS AMERICA		for signage	2,000.00
P11-02050	SAMY'S CAMERA		Camera batteries	1,587.75
P11-02051	4 IMPRINT		Purchasing Marketing Material	1,128.14
P11-02052	INSTITUTE FOR PROFESSIONAL DEV dba LOVE AND LOGIC, INC.		Parent Workbooks	445.50
P11-02053	ALPHAGRAPHICS		Senior Day Posters and Postcards	2,133.68
P11-02054	SCOTT WEATHERWAX		PRIDE Panelist	100.00
P11-02055	ALENA STRICKLAND		PRIDE Monitor	595.00
P11-02056	TELETROL SYSTEMS, INC.		HVAC SUPPLIES	2,241.60
P11-02057	ORANGE COUNTY REGISTER		ADVERTISING - BID 292D	.00
P11-02058	HORIZON		GROUPS SUPPLIES	2,038.41
P11-02059	REFRIGERATION SUPPLIES DIST.		HVAC SUPPLIES	2,791.79
P11-02060	YARDLEY PUMP AND VACUUM, INC.		VACUUM PUMP	946.29
P11-02061	GRAYBAR ELECTRIC CO.	Bldg W/Com Arts	LIGHTING FOR COM ARTS	.00
P11-02062	SIEGEL DISPLAY PRODUCTS		table top display	266.59
P11-02063	FISHER SCIENTIFIC		CHEMISTRY REPLACEMENT LABWARE	747.90
P11-02064	BLACKBOARD INC.		Bb Additional Storage and Service Units	81,761.00
P11-02065	JOHNSTONE SUPPLY		HVAC MOTOR	2,645.70
P11-02066	EL CAMINO ASPHALT PAVING CORP.		EXPAND ASPHALT AREA AT WAREHOUSE	14,550.00
P11-02067	VIDEO SERVICE OF AMERICA		DVD player for FA 202	111.34
P11-02068	TAMMY BECKNER		Adoptions Trainer	240.00
P11-02069	NORMA CARDENAS		PRIDE Panel Member	50.00
P11-02070	ORANGE UNIFIED SCHOOL DISTRICT CHILD DEVELOPMENT CENTER		Child Care Services	900.00
P11-02071	DELL MARKETING		Laptop for Board Room	1,349.33

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Includes 09/08/2010 - 10/05/2010

Board Meeting Date 10/25/10

Requisition Number	Vendor Name	Description	Requisition Total
RQ11-01933	KEN PATTON	iCAT 2010 INTL CONF.	2,613.00
RQ11-02104	DR. CRAIG JUSTICE	Chancellor's Budget Workshop for Craig Justice	140.00
RQ11-02156	COAST FITNESS REPAIR SHOP	* Equipment repair in the IVC Life Fitness Center	1,079.09
RQ11-02214	DR. CRAIG JUSTICE	CCCCIO 2010 Fall Conference Exps for Craig Justice	1,100.00
RQ11-02215	S & B FOODS	Lunch for Instructional Council Mtg on 10/15/10	450.00
RQ11-02258	JENNIFER FOROUZESH	CONFERENCE FOR JENNIFER FOROUZESH	844.18
RQ11-02294	GUY, GEORGINA	Conference Attendance for Georgina Guy	100.00
RQ11-02295	MARIA PANIAGUA	Conference Attendance for Maria Paniauga	100.00
RQ11-02297	LORI PARRA	Conference Attendance for Lori Parra	100.00
RQ11-02298	TERESA CAMACHO	Conference Attendance for Teresa Camacho	100.00
RQ11-02323	TAMERA RICE	CONFERENCE FOR TAMMY RICE	1,190.98
RQ11-02333	WILL GLEN	CONFERENCE FOR WILL GLEN	1,204.36
RQ11-02352	DR. CRAIG JUSTICE	RP Group Workshop Registration for Craig Justice	550.00
RQ11-02367	MARK ZANDONELLA	CONF FOR ZANDONELLA	692.00
RQ11-02368	TIFFANY TRAN	T. Tran: Reimbursement for UCLA Conference	91.00
RQ11-02373	WELLS FARGO #1606	azardisplays.com-bus card holders for A&R Counter	36.87
RQ11-02384	ROOPA MATHUR	Roopa Mathur Reimbursement for BSI Wkshop	35.00
RQ11-02417	ROBERT CHABOYA	conference 9/18-26	868.46
RQ11-02436	W. MIKE DALE LAB TECHNICIAN	Reimbursement	13.03
RQ11-02440	GLENN ROQUEMORE	Conference for Glenn Roquemoe	495.20
RQ11-02450	CAROL HILTON	* State Budget Workshop Attendee: Carol Hilton	155.00
RQ11-02454		Conference for Carol Hilton 10/25-27	1,159.59
RQ11-02460	ASMITA BHAKTA	CONF. FOR A.BHAKTA IN OCT 2010	424.00
RQ11-02479	NEWBEGINNINGS, INC.	K-12 Partnership * C Attached	1,141.88
RQ11-02480	MAIN GRAPHICS	3000 Arts Calendars Printed	3,011.79
RQ11-02496	WENDY GABRIELLA	Wendy Gabriella to attend BSI conference	400.00
RQ11-02508	???	*****reimbursement for purchase of bandsaw blades	31.28
RQ11-02530	NEWBEGINNINGS, INC.	Food for the Annual State of the College	913.50
RQ11-02542	JOHN RICHARDS	Instrucional Supplies for Ecology Labs	23.06
RQ11-02548	NEWBEGINNINGS, INC.	TPP Advisory Board Meeting breakfast	97.06
RQ11-02549	VICTORIA ORLICH	Refreshments: Ntl League for Nursing Accreditation	100.00
RQ11-02558	ROBERT MELENDEZ	Robert Melendez Reimbursement for BSI Wkshop	35.00
RQ11-02561	RICOH AMERICAS CORPORATION RICOH BUSINESS SOLUTIONS	SHIPPING FOR TONER	12.51
RQ11-02569	DR. ROBERT BRAMUCCI	Travel expenses	650.00
RQ11-02578	WELLS FARGO #4198	FastCharacters.com (Mascot redesign cocepts)	1,948.00
RQ11-02585	ANDREW C. JONES	Candidate Reimbursemet	660.98
RQ11-02598	KEN PATTON	ATE-PI CONFERENCE	1,012.28
RQ11-02604	EDWARD TACKETT		922.28
RQ11-02605	SHERRI J. BANES		1,625.24
RQ11-02607	TOM DORMAN		922.28
RQ11-02608	GARY BARNAK		606.48
RQ11-02623	LUCIE HERWEHE	Conference fee and misc. expenses	390.00
RQ11-02624	CHRISTOPHER TARMAN	~Conference Expenses for Chris Tarmam	400.00
RQ11-02625	WELLS FARGO #2078	OCBC-Workforce Development Conference-Tracy Daly	80.00

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Includes 09/08/2010 - 10/05/2010

Board Meeting Date 10/25/10

Requisition Number	Vendor Name	Description	Requisition Total
RQ11-02641	WELLS FARGO #2078	OCBC Chairman's Leadership Breakfast-Tracy Daly	55.00
RQ11-02646	SIERRA SOIL, INC.	FMO SUPPLIES	609.00
RQ11-02652	MARLYS GRODT & ASSOCIATES	Class Spec/Dear/Bus Science & Econ Workforce Dev.	500.00
RQ11-02653		Review-reclass for Director of College Fiscal Svcs	300.00
RQ11-02681	TOD A. BURNETT	REIMBURSEMENT CONF. 10/13-10/15	1,200.00
RQ11-02737	WELLS FARGO #1598	Borrego Springs - field trip reservations	250.00
RQ11-02739	MIKI MIKOLAJCZAK	Reimbursement for Miki Mikolajczak	250.00
RQ11-02775	HORN IMPROVEMENT	Instrument repairs	985.65
RQ11-02779	ELLE DUBOIS	~Registration for CIWEA Fall Regional Workshop	80.50
RQ11-02805	GWEN PLANO	CCLS 2010 CONFERENCE REIMBURSEMENT	523.00
RQ11-02811	CATHERINE AYAD	CONF. FOR C.AYAD ON 10/12/10	80.00
RQ11-02812	BRENDA FRAME	Reimbursement	2,500.00
RQ11-02818	ANTHONY HUNTLEY	REIMBURSEMENT TO T.HUNTLEY FOR LAB BOOK PURCHASE	19.95
RQ11-02820	DAVID BUGAY	Conference for David Bugay	43.00
RQ11-02832	ALFORD, JOANN	Reimb. for UC Counselor Conf. on 9/14/10	35.00
RQ11-02835	CAROL LERMAN	Reimbursement for UC Counselor Conference	35.00
RQ11-02838	JENNIFER FORSTER	Reimburse for UC Counselor Conference	35.00
RQ11-02840	CRISTI BRISTOL	Conference attendance for Cristi Bristol	420.48
RQ11-02842	GOLDEN RAIN FOUNDATION % LEISURE WORLD, ATTN: D.LAMB	Clubhouse 3 use for ENG 52X	640.20
RQ11-02849	DAVID FRANCISCO	Reimbursement for UC Counselor Conference	35.00
RQ11-02850	GLENN ROQUEMORE	~Conference for Glenn Roquemore	449.00
RQ11-02852		Conference Expenses for Glenn Roquemore	705.00
RQ11-02863	HEIDI M. OCHOA	Conference Reimbursement for Heidi Ochoa	385.00
RQ11-02866	CHERYL ALTMAN	Conference Reimbursement for Cheryl Altman	42.00
RQ11-02867	NANCY N. BESSETTE	Conference Reimbursement for Nancy Bessette	927.00
RQ11-02870	VALERIE GELLER	Conference Reimbursement for Valerie Geller	500.00
RQ11-02871	LINDA GLEASON	Conference Reimbursement for Linda Gleason	1,000.00
RQ11-02872	KATHLEEN HAYDEN	Conference Reimbursement for Kathleen Hayden	500.00
RQ11-02873	CHIN LAM	Conference Reimbursement for Chin Lam	80.00
RQ11-02874	KARA PATTERSON	Conference Reimbursement for Kara Patterson	499.00
RQ11-02880	JAYNE KLUNDER	Reimburse for UC Counselor Conf.	35.00
RQ11-02882	DR. LORI PHELPS	Conference Reimbursement for Lori Phelps	500.00
RQ11-02883	MAUREEN SMITH	Conference Reimbursement for Maureen Smith	301.59
RQ11-02884	DAN WALSH	Conference Reimbursement for Dan Walsh	301.59
RQ11-02886	PATTI WEEKES	Conference Reimbursement for Patti Weekes	431.49
RQ11-02887	KENNETH GRAY WOODWARD	Conference Reimbursement for Ken Woodward	503.00
RQ11-02888	KRISTA FISHER	Reimburse for UC Counselor Conf.	35.00
RQ11-02891	JENNIFER RACHMAN		35.00
RQ11-02893	MIKI MIKOLAJCZAK		35.00
RQ11-02908	KARIMA FELDHUS	CCCCIO Fall10 Conference Exps for Karima Feldhus	640.00
RQ11-02912	ALINDE HERRON	Reimbursement to Faculty	32.95
RQ11-02913	MICHELLE GAYNOR	Reimbursement to staff	60.68
RQ11-02923	GREY HOUSE PUBLISHING	Grey House Publishing	242.48
RQ11-02935	JOHNSON & ASSOCIATES	Development and/or Revisions of Job Descriptions	1,130.00
RQ11-02939	WILLIAM T. SCROGGINS	Candidate Reimbursement	237.09

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Includes 09/08/2010 - 10/05/2010

Board Meeting Date 10/25/10

Requisition Number	Vendor Name	Description	Requisition Total
RQ11-02942	STEVE MARADIAN	Candidate Reimbursement	340.42
RQ11-02943	NORMS REFRIGERATION	Ice machine Repair/IVC Athletics Training Room	219.91
RQ11-02945	RANDY W. PEEBLES	CONFERENCE - R PEEBLES (ATCHMT FS354)	100.00
RQ11-02946	TERESA FLUEGEMAN	CONFERENCE - T FLUEGEMAN (ATCHMT FS354)	100.00
RQ11-02961	WELLS FARGO #4198	amazon.com	65.31
RQ11-02965	BRUCE SOBCZAK	CONFERENCE - B SOBCZAK (ATCHMT FS354)	100.00
RQ11-02967	ANDREW ALHADEFF	SCOREBOOKS FOR MENS AND WOMENS BASKETBALL TEAM	56.95
RQ11-02978	SAN DIEGO SCALE CO.,INC.	* Repair and service Balance	235.13
RQ11-02980	NEWBEGINNINGS, INC.	Cafeteria Quote 10/14/10 College Fair	150.35
RQ11-02986	WELLS FARGO #4198	SKS BOTTLE - REPLACEMENT LAB CONTAINERS	210.00
RQ11-02988	LASER SOURCE	Service and parts for printer	108.12
RQ11-02990	MISSION AUTO EQUIP & LIFTS,INC	* Repair of compressor dryer	429.81
RQ11-02993	TOM BURROWS	Reimbursement for Grocery Items for Biology Labs	28.63
RQ11-02994	TICKET ENVELOPE COMPANY	ticket office envelopes	164.00
RQ11-03002	ROBERT MELENDEZ	Conference Attendance	1,386.22
RQ11-03017	CAESAR'S APPLIANCE SERVICE, INC.	Refrigerator Repair HS 3rd Floor	53.00
RQ11-03032	BETH MUELLER	Conference for Beth Mueller ACBO 10-25-10	826.88
RQ11-03034	SARA LEILA SHEYBANI % MSE DIVISION OFFICE	REIMBURSEMENT FOR BOOK PURCHASE	142.52
		Total	107
			51,447.28

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Fund Summary				
Fund	Description	Requisition Count	Amount	
01	General Fund	107	51,447.28	

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Includes P11-01621 - P11-02081

Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-01621	ORANGE COUNTY REGISTER		ADVERTISING - BID 1098	.00
P11-01622	WAXIE SANITARY SUPPLY		CUSTODIAL SUPPLIES	713.63
P11-01623	HILLYARD FLOOR CARE SUPPLY		CUSTODIAL SUPPLIES	70.16
P11-01624	ADVANTAGE MARKETING ADM GROUP INC.		Job Fair Promotional Items	3,964.19
P11-01625	PBS VIDEO/SHOP PBS PBS EDUCATIONAL VIDEO		Library DVD per Elizabeth Horan	84.06
P11-01626	GOVCONNECTION		PHYSICS SUPPLIES	130.34
P11-01627	ADORAMA CAMERA		Student Supplies	427.12
P11-01628	DISPLAYS 2GO		Acrylic fold up sign holders	125.78
P11-01629	ORANGE COUNTY REGISTER		ADVERTISING - BID 8	.00
P11-01630	DATAMAX O'NEIL PRINTER SUPPLIES		Parking Permit Dispenser Paper	732.09
P11-01631	HITT MARKING DEVICES, INC.		SIGNATURE STAMP FOR FACULTY	32.90
P11-01632	WEEMS & PLATH		OCEANOGRAPHY LAB SUPPLIES	290.41
P11-01633	ZEEMAN CORPORATION		Fashion Student Supplies	376.79
P11-01634	WELLS FARGO #3317 (DISTRICT)		DVD set: SOLD BY TICKERMOUNTIE	30.11
P11-01635	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH		Legal Services	70,000.00
P11-01636	BRAND ATHLETICS		Basketball and Softball Uniform Supplies	1,105.29
P11-01637	BRAND ATHLETICS		Athletic Team Warm Up Uniform Supplies	4,895.21
P11-01638	C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB		FINE ARTS COMPLEX INSPECTIONS	256.00
P11-01639	SYMPPLICITY CORPORATION		NACElink CSM Online Job Board	4,000.00
P11-01640	CAROLINA BIOLOGICAL SUPPLY		BIOLOGY SUPPLIES	328.85
P11-01641	FISHER SCIENTIFIC		BIOLOGY SUPPLIES	166.89
P11-01642	SPECTRUM LABORATORY PRODUCTS		BIOLOGY SUPPLIES	253.21
P11-01643	SYSTEMS SOURCE, INC.		Chair	521.16
P11-01644	CHAMPION CHEMICAL CO.		CUSTODIAL SUPPLIES	1,334.58
P11-01645	KATHCO PRODUCTS		CUSTODIAL SUPPLIES	1,772.62
P11-01646	HOLIDAY INN CAPITOL PLAZA		Holiday Inn Sacramento CDA - grant	1,044.88
P11-01647	THE TUVA TRADER		PHYSICS SUPPLIES (DVD)	57.00
P11-01648	BRAND ATHLETICS		WOMEN'S BASKETBALL GEAR	5,390.56
P11-01649	VWR INTERNATIONAL, INC.		Chemistry Instructional Supply	861.87
P11-01650	CCCWVCA KANOE BANDY, TREASURER		CCCWVCA Membership/IVC W. Volleyball coaches	125.00
P11-01651	JARED SCOTT		Contract Services	2,000.00
P11-01652	CCCTCA ATTN: JEFF BENITO		CCCTCA /IVC M. & W. Coaches	50.00
P11-01653	BELAIRE-WEST LANDSCAPE, INC.	IVC Great Lawn	BID 300 GREAT LAWN	1,200,000.00
P11-01654	NEWARK DRESSMAKER SUPPLY INC.		Fashion Student Supplies	40.54
P11-01655	AMTECH RELIABLE ELEVATOR CO.		MCKINNEY THEATER STAGE LIFT MAINTENANCE	2,500.00
P11-01656	MITCHELL INSTRUMENTS		MAINTENANCE EQUIPMENT	554.66
P11-01657	SO. ORANGE CO. COMM. COL.DIST		R2T4 Summer 2010 Repayments	2,008.00
P11-01658	TEAM ATHLETICS		Men's Basketball Team Uniform Supplies	163.55
P11-01659	BRAND ATHLETICS		Men's Basketball Uniform Supplies	2,508.00

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Includes P11-01621 - P11-02081

Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-01660	CITY OF IRVINE		ADVERTISEMENT	787.50
P11-01661	A TO Z WHOLESALE FLORAL SUPPLY		Supplies	2,565.00
P11-01662	D3 SPORTS, INC.		BASEBALL SHIRTS	816.48
P11-01663	CARIE CRUZ		Monitor	70.00
P11-01664	WILKENS-ANDERSON COMPANY		BIOLOGY SUPPLIES	52.30
P11-01665	VWR INTERNATIONAL, INC.		BIOLOGY SUPPLIES	104.20
P11-01666	HARDY DIAGNOSTICS		BIOLOGY SUPPLIES	108.18
P11-01667	3 DAY BLINDS		BLACKOUT BLINDS FOR SM 240-242	.00
P11-01669	TRANSPORT SPECIALTIES, INC.		storage for fossils	2,854.69
P11-01670	GRILLO'S FILTER SALES		HVAC FILTERS	.00
P11-01671	TRANSPORT SPECIALTIES, INC.		storage for Building E programs	7,612.50
P11-01672	McKESSON GENERAL MEDICAL CORP		medical supplies	51.11
P11-01673	TRI DIM FILTER CORPORATION		HVAC FILTERS	.00
P11-01674	SOUTHERN CALIFORNIA GAS CO.		GAS SUPPORT TO CHANGE MANIFOLD	7,412.96
P11-01675	SEHI PROCOMP COMPUTER PRODUCTS		Replacement printer for DSPS office	163.06
P11-01676	HAITBRINK ASPHALT PAVING, INC.		CEC PARKING LOT TO CODE	12,295.00
P11-01677	NU AGE DEVELOPMENT, INC.		RESTORE A400 BATHROOM TO CORRECT CODE	2,895.00
P11-01678	WAXIE SANITARY SUPPLY	SC WAREHOUSE	Facial Tissue	.00
P11-01679	WHITE CAP INDUSTRIES		PLUMBING EQUIPMENT	1,713.43
P11-01680	OCEANSIDE PHOTO & TELESCOPE		ASTRONOMY SUPPLIES	315.38
P11-01681	BRAND ATHLETICS		Softball Uniform Supplies	5,754.05
P11-01682	BRENNER-FIEDLER & ASSOC., INC.		VACUUM PUMP - B200 ANNEX	8,732.50
P11-01683	AIR		Membership fees for 09-10	125.00
P11-01684	DIVERSIFIED BUSINESS SERVICES		SHIRTS FOR BASKETBALL	251.43
P11-01685	VITAL LINK EDUCATION AND BUSINESS CONSORTIUM		CTE OC Program Administration	719.00
P11-01686	BUY PC SUPPLIES, LLC		Photography printer dust covers	312.33
P11-01687	MARK IV COMMUNICATIONS, INC.*		Cabling Adds, Moves and Changes	3,620.19
P11-01688	THE BEE MAN		BEE CONSULTATION FEE FOR MCKINNEY THEATER	99.00
P11-01689	J. M. McCONKEY CO.		Horticulture Supplies	498.33
P11-01690	CONSUMERS PIPE & SUPPLY CO.		ANNUAL HVAC SUPPLIES	.00
P11-01691	W. W. GRAINGER		ANNUAL HVAC SUPPLIES	.00
P11-01692	CONNECT AIR		ANNUAL HVAC SUPPLIES	365.07
P11-01693	SADDLEBACK APPLIANCES		REFRIGERATORS FOR LIB 212 AND BST 201L	1,031.38
P11-01694	CONTROL MAINTENANCE & REPAIR INC.		PREVENTATIVE MAINTENANCE ON YASKAWA DRIVES	2,687.50
P11-01695	COACH AMERICA		Charter Bus Services	16,000.00
P11-01696	LASER SOURCE		toner for HP printers	143.55
P11-01697	SCANTRON CORPORATION		Scantron Class Climate Renew	1,318.00
P11-01698	HITT MARKING DEVICES, INC.	SC WAREHOUSE	STAMPS FOR WAREHOUSE	.00
P11-01699	LASER SOURCE		Toner for network printers	1,507.28
P11-01700	PERFECT INTERVIEW LLC		Online License	999.95

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ESCAPE ONLINE

Includes P11-01621 - P11-02081

Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-01701	AMERICAN COOLING TOWER INC.		EMERGENCY COOLING TOWER REPAIR IN B200	10,006.38
P11-01702	WELLS FARGO #3317		Supplies for electricity program	00
P11-01703	WELLS FARGO #3317		DVDs for Botany	48.37
P11-01704	ENTERTAINMENT PARTNERS	Bldg W/Com Arts	Software for class use	396.00
P11-01705	NANCY BRACKEN		Cash Advance	500.00
P11-01706	RON ELLISON		Cash Advance	500.00
P11-01707	JAMES L. RYNNING		Cash Advance	500.00
P11-01708	NANCY BRACKEN		Blanket reimbursement	2,000.00
P11-01709	MIKE COLLINS		Blanket reimbursement	1,000.00
P11-01710	CINEMA SECRETS, INC.		Instructional Theatre supplies	2,000.00
P11-01711	GANAHL LUMBER		Instructional Theatre supplies	1,000.00
P11-01712	DUNN-EDWARDS CORPORATION		Instructional Theatre supplies	500.00
P11-01713	MC FADDEN-DALE INDUSTRIAL		Instructional Theatre supplies	1,000.00
P11-01714	RICHARD THE THREAD EMPIRE TAPE COMPANY		Instructional Theatre supplies	250.00
P11-01715	ROYAL PLYWOOD CO., LLC		Instructional theatre supplies	3,750.00
P11-01716	THEATRE COMPANY		Instructional theatre supplies	4,500.00
P11-01717	HARBOR FREIGHT TOOLS		Instructional Theatre supplies	800.00
P11-01718	CONCIERGE CLEANERS		Instructional Theatre supplies	500.00
P11-01719	COMPUTER NERDS INT'L, INC. CORPORATE HEADQUARTERS		NETWORK STORAGE SERVER *quote attached	1,117.74
P11-01720	DIANA GRAY		Contract Services	4,000.00
P11-01721	DISCOUNT DANCE SUPPLY CO.		Instructional Theatre supplies	500.00
P11-01722	ORANGE COUNTY REGISTER		ADVERTISING	176.00
P11-01723	INDUSTRIAL METAL SUPPLY CO.		Instructional Theatre supplies	1,000.00
P11-01724	FULLERTON CIVIC LIGHT OPERA CO		Instructional Theatre supplies	2,000.00
P11-01725	PROFESSIONAL PLASTICS		Instructional Theatre supplies	600.00
P11-01726	POWERTRON BATTERY CO.		BATTERIES	228.15
P11-01727	CSULB FOUNDATION THEATRE ARTS COSTUME SHOP		Instructional theatre supplies	250.00
P11-01728	ART SUPPLY WAREHOUSE		Instructional Theatre supplies	1,200.00
P11-01729	MICHAEL LEVINE, INC.		Instructional theatre supplies	1,000.00
P11-01730	WESTERN COSTUME CO.		Instructional Theatre supplies	1,500.00
P11-01731	WARNER BROS. STUDIO FACILITIES		Instructional Theatre supplies	1,000.00
P11-01732	WALTERS WHOLESALE ELECTRIC		Instructional theatre supplies	500.00
P11-01733	GROSH SCENIC STUDIOS, INC.		Instructional theatre supplies	1,100.00
P11-01734	SAMUEL FRENCH		Theatre Royalty	525.00
P11-01735	SAMUEL FRENCH		Theatre Royalty	525.00
P11-01736	SAMUEL FRENCH		Performance agreement	1,446.00
P11-01737	NEXUS IS, INC.		Analog to digital telephone converted for fax	209.67
P11-01738	GEORGE T. HALL		ANNUAL HVAC SUPPLIES	3,947.19
P11-01739	REFRIGERATION SUPPLIES DIST.		ANNUAL HVAC SUPPLIES	552.61
P11-01740	JOHNSTONE SUPPLY		ANNUAL HVAC SUPPLIES	675.33
P11-01741	CITY OF IRVINE		Irvine Global Village Festival AI	1,000.00
P11-01742	W. W. GRAINGER		ANNUAL PLUMBING EQUIPMENT	1,376.07
P11-01743	SMARDAN SUPPLY - EL MONTE		ANNUAL PLUMBING SUPPLIES	10,236.09
P11-01744	PORTLAND COMMUNITY COLLEGE AM 126		PAYMENT FOR NSF SUBAWARD/DUE 0702912	49,472.00
P11-01745	UNIVERSITY OF HAWAII		PAYMENT FOR NSF SUBAWARD/DUE 0702912	50,063.00

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ESCAPE **ONLINE**

Includes P11-01621 - P11-02081

Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-01746	EDMONDS COMMUNITY COLLEGE		PAYMENT FOR NSF SUBAWARD DUE 0702912	69,282.00
P11-01747	NU AGE DEVELOPMENT, INC.		CLOSE OFF DOORWAY BETWEEN A202 AND A204	1,200.00
P11-01748	BETTY WILLIAMS PATTERN FUNDS JOY EMERY, COMM'L PATTERN ARCH		Dept. Resource	220.00
P11-01749	ERNEST PACKAGING SOLUTIONS		Student Supplies	484.66
P11-01750	B & H PHOTO		DMA Supplies	221.74
P11-01751	HOME DEPOT EAST IRVINE STORE #8525		Instructional Theatre supplies	3,250.00
P11-01752	DICK BLICK COMPANY		ART SUPPLIES	304.78
P11-01753	KEN'S SPORTING GOODS		knee pads W VB Team	163.49
P11-01754	BRAND ATHLETICS		VB Team Extra Spandex Shorts	43.69
P11-01755	BRAND ATHLETICS		WOMENS BASKETBALL ORDER	1,399.73
P11-01756	FAST TRAX BOBCAT SERVICES		Parking Lot 9 Water System Upgrade	4,275.00
P11-01757	JUDY VALENZUELA		Trainer	120.00
P11-01758	CALIFORNIA STAGE/LIGHTING, INC		Instructional theatre supplies	4,500.00
P11-01759	BRAND ATHLETICS		MENS BASKETBALL HOODIES	536.09
P11-01760	QUALITY FENCE CO., INC.		MOVE/INSTALL FENCING IN WAREHOUSE AREA	3,225.00
P11-01761	SMART LEVELS MEDIA		programs/flyers for Fall 2010 academic shows	2,000.00
P11-01762	DANIEL SMITH, INC.		ART SUPPLIES	415.97
P11-01763	AARDVARK CLAY AND SUPPLIES		CERAMIC SUPPLIES	1,703.03
P11-01764	LIFETIME MEMORY PRODUCTS, INC.		FLASH DRIVES/ATTACHMENT	105.64
P11-01765	HIRSCH PIPE & SUPPLY		ANNUAL PLUMBING SUPPLIES	6,134.05
P11-01766	PLUMBING & INDUSTRIAL SUPPLY		ANNUAL PLUMBING SUPPLIES	5,331.47
P11-01767	D & E PIPE SUPPLY, INC		ANNUAL PLUMBING SUPPLIES	2,424.17
P11-01768	NORTHERN SAFETY COMPANY		ANNUAL PLUMBING SUPPLIES	1,023.78
P11-01769	JOHNSTONE SUPPLY		ANNUAL PLUMBING SUPPLIES	243.39
P11-01770	IRVINE PIPE & SUPPLY		ANNUAL PLUMBING SUPPLIES	503.02
P11-01771	3e CREATIVE GROUP, LLC		Consultant Agreement: 3e Creative Group, LLC	6,000.00
P11-01772	WELLS FARGO #3317 (DISTRICT)		Overhead Projector Bulbs for Geology Classroom	195.53
P11-01773	SCHOOL SPECIALTY, INC.		ART SUPPLIES	386.75
P11-01774	ACCUVANT INC.		Log Rhythm Security Appliance Renewal	15,360.00
P11-01775	AACRAO MEMBERSHIP		Annual ACCRAO Institutional Membership	1,015.00
P11-01776	EMERGENCY MEDICAL PRODUCTS		SHARPS CONTAINERS FOR EMS	214.56
P11-01777	AMERICAN UNDERGROUND		Bore and Install Conduit for M400	5,826.00
P11-01778	THE BLIND FACTORY		DEAN'S SUITE BLINDS	495.00
P11-01779	ARMSTRONG TOOL & SUPPLY CO.		JEWELRY MAKING SUPPLIES	307.23
P11-01780	DICK BLICK COMPANY		ART SUPPLIES	304.50
P11-01781	J. F. McCAUGHIN CO.		ART SUPPLIES	1,273.74
P11-01782	RIO GRANDE ALBUQUERQUE		ART SUPPLIES	124.84
P11-01783	MAIN GRAPHICS		1000 Dance Brochures Printed	824.78

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Board Report

Includes P11-01621 - P11-02081

Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-01784	MC KENNA LONG & ALDRIDGE, LLP		ATEP Project	.00
P11-01785	COLLEGE BOARD ACCUPLACER DEPT.		Accuplacer Online Tests	155.00
P11-01786	CONSTANT CONTACT		Services-Email Marketing	252.00
P11-01787	CAROLINA BIOLOGICAL SUPPLY		CHEMISTRY SUPPLIES	362.38
P11-01788	SIGMA-ALDRICH CHEMICAL CO.		CHEMISTRY SUPPLIES	1,133.46
P11-01789	WILKENS-ANDERSON COMPANY		CHEMISTRY/SAFETY SUPPLIES	1,297.47
P11-01790	THE SCIENCE FAIR		CHEMISTRY SUPPLIES	1,515.34
P11-01791	SPECTRUM LABORATORY PRODUCTS		CHEMISTRY SUPPLIES	8,202.61
P11-01792	ULINE, INC.		CHEMISTRY SUPPLIES	26.79
P11-01793	VWR INTERNATIONAL, INC.		CHEMISTRY SUPPLIES	1,788.19
P11-01794	FISHER SCIENTIFIC		CHEMISTRY SUPPLIES	11,628.18
P11-01795	JOHNSON FLOORING, INC.		REHAB GYM FLOOR AND SEAL	5,520.00
P11-01796	GUNTHER'S ATHLETIC SERVICE		UNIFORMS AND HATS FOR BASEBALL	10,163.23
P11-01797	STRATA INFORMATION GROUP		Prof. Svces for Interim Director of Tech Svces	42,500.00
P11-01798	ESSENCE ENTERTAINMENT		Contracted Services	10,000.00
P11-01799	THE CONTAINER STORE		INSTRUCTIONAL SUPPLIES NURSING	134.11
P11-01800	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.		FINE ARTS BLDG PRELIMINARY MICROBIAL ASSESSMENT	625.00
P11-01801	ORKIN EXTERMINATING, INC. ACURID		RODENT SERVICES AT HS BUILDING	300.00
P11-01802	ADN DIRECTORS OF SO. CAL. % DR. DIANE MOREY		COADN MEMBERSHIP	100.00
P11-01803	QUEZADA PRO LANDSCAPE, INC.		CAMPUS TREE SERVICES	2,760.00
P11-01804	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.		AGB BUILDING TESTING	1,150.00
P11-01805	SIERRA MUSIC PUBLICATIONS		Music for jazz classes	500.00
P11-01806	MISSION PRINTING COMPANY		contract printing -- governance manual	4,290.19
P11-01807	PBS VIDEO/SHOP PBS PBS EDUCATIONAL VIDEO		Library Dvds per Elizabeth Horan	49.43
P11-01808	MC FADDEN-DALE INDUSTRIAL		TAYLOR DUNN CART PARTS	74.11
P11-01809	RUTLAND TOOL & SUPPLY CO., INC		DMP INSTRUCTIONAL SUPPLIES	623.32
P11-01810	LAGUNA GRAPHIC ARTS, INC.		Resolution Folders Board of Trustees Meetings	650.00
P11-01811	CLARK SECURITY PRODUCTS INC.		LOCKSMITH PARTS	4,212.98
P11-01812	CARY CALLAHAN DBA CALLAHAN AUTO INFO SYS		* Emissions guide	271.88
P11-01813	MINITEX LIBRARY INFO. NETWORK 15 ANDERSON LIB-UNIV OF MINN.		Library supplies	796.53
P11-01814	McKESSON GENERAL MEDICAL CORP		Medical supplies	94.88
P11-01815	ENCO MANUFACTURING CO.		MFG 203 SUPPLIES	1,803.81
P11-01816	PACIFIC COLOR PRINTING		Printing Cost/Athletic cards/F 2010 & Sp 2011	1,098.38
P11-01817	AMERICAN GEOTECHNICAL	SC Bridge Ren	SC BRIDGE REPLACEMENT GEO REPORT	6,800.00

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PO Number	Vendor Name	Site	Description	Account Amount
P11-01818	SIXTEN, INC. dba SIXTEN & ASSOC.		State Mandated Cost Claiming Services 2010-11	24,000.00
P11-01819	TIMOTHY MURPHY		sound technician services for guest artist events	800.00
P11-01820	ULINE, INC.		Paleo-Lab Supplies	116.96
P11-01821	KAESER & BLAIR, INC. dba SNAP MARKETING & PROMO.	Bldg W/Com Arts	Shirts for TV/Film Students	640.89
P11-01822	IAEDP		Ann. Membership/Int. Assoc. Eating Dis. Prof.	250.00
P11-01823	KONICA MINOLTA BUSINESS SOLUT. C/O DANKA		Maintenance : Canon Copiers 2009-10 Closing	382.71
P11-01824	OCE'		Maintenance Agreement: Copiers 09-10 Closing	1,151.05
P11-01825	SAFEWAY, INC. % PAVILIONS, STORE #210		BLANKET PO FOR NUTRITIONAL SUPPLIES	4,000.00
P11-01826	W. W. GRAINGER		ANNUAL GROUND SUPPLIES	13,112.82
P11-01827	BISHOP COMPANY		ANNUAL GROUND SUPPLIES	2,065.13
P11-01828	HORIZON		ANNUAL GROUND SUPPLIES	8,195.84
P11-01829	ALANS LAWNMOWER & GARDEN		ANNUAL GROUND EQUIPMENT	8,010.74
P11-01830	CHEMSEARCH		ANNUAL GROUND SUPPLIES	698.07
P11-01831	M. HARA LAWNMOWER CENTER		ANNUAL GROUND EQUIPMENT	2,893.81
P11-01832	MILLENNIUM BUSINESS SERVICES		Purchase business cards for Learning Center.	100.05
P11-01833	WELLS FARGO #3317		TEXTBOOKS TO KEEP AT CLINICAL SITES	1,287.76
P11-01834	MOBILE MODULAR MGMT. CORP.		MODULAR CLASSROOMS	49,284.26
P11-01835	UNITED INTERIORS		Monitor Arms for L Cornejo Payroll Dept	.00
P11-01836	UNITED INTERIORS		Ergonomic Chair for Back	475.00
P11-01837	CAPISTRANO SEWING MACHINE CO		Sewing maintenance and repair	500.00
P11-01838	WELLS FARGO #3317 (DISTRICT)		Early Childhood Program supply/SHOPLET	23.27
P11-01839	MAIN GRAPHICS		IVC Brochure	733.05
P11-01840	MITY-LITE, INC.		Table	729.84
P11-01841	JIM'S MUSIC CENTER, INC.		Supplies and materials	1,000.00
P11-01842	CALIFORNIA STAGE/LIGHTING, INC		Supplies and materials	2,000.00
P11-01843	SCANTRON CORPORATION		7-Digit ID# Scantron Forms for Assessment Testing	.00
P11-01844	TOMARK SPORTS EQUIPMENT		BALL RACK FOR WOMENS BASKETBALL	230.06
P11-01845	NATIONAL ALLIANCE OF TWO YEAR COLLEGE ATHLETIC ADMINS.		NATYCAA membership/IVC Athletic Director	100.00
P11-01846	IRVINE HIGH SCHOOL ATTN: CITADEL YEARBOOK		Ad in Irvine High School Citadel Yearbook	170.00
P11-01847	UNITED SITE SERVICES OF CA, INC.		PORTABLE BATHROOMS TO SUPPORT WATER PROJECT	261.56
P11-01848	MARCIVE, INC.		Pay for book data clean-up subscription service.	47.52
P11-01849	NEWBEGINNINGS, INC.		Catering for CCC meetings	388.24
P11-01850	QUEZADA PRO LANDSCAPE, INC.		EMERGENCY TREE SERVICES	1,350.00
P11-01851	BARNES & NOBLE		TEXTBOOKS TO KEEP AT CLINICAL SITES	270.91

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Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-01852	PARKWAY LAWNMOWER SHOP		ANNUAL GROUND SUPPLIES	1,549.07
P11-01853	SMITH PIPE & SUPPLY, INC.		ANNUAL GROUND SUPPLIES	1,550.06
P11-01854	EWING IRRIGATION PRODUCTS		ANNUAL GROUND SUPPLIES	186.62
P11-01855	JOHN DEERE LANDSCAPES, INC.		ANNUAL GROUND SUPPLIES	1,686.29
P11-01856	HYDRO-SCAPE PRODUCTS, INC.		ANNUAL GROUND SUPPLIES	12,603.83
P11-01857	A. M. LEONARD, INC.		ANNUAL GROUND SUPPLIES	1,926.62
P11-01858	NORTHERN TOOL & EQUIPMENT CO.		ANNUAL GROUND EQUIPMENT/SUPPLIES	3,885.54
P11-01859	UNITED NUCLEAR SCIENTIFIC SUPPLIES		PHYSICS SUPPLIES	279.60
P11-01860	NASCO WEST INDUSTRIES, INC.		PHYSICS SUPPLIES	32.24
P11-01861	SCHOOL SPECIALTY, INC.		ART SUPPLIES	185.96
P11-01862	CALIFORNIA METAL-X		JEWELRY MAKING SUPPLIES	2,985.19
P11-01863	MORITAKA KINA		Contract Services	3,000.00
P11-01864	TECHSMITH CORP		Camtasia Studio/Snaggit Software Licenses/Support	1,380.95
P11-01865	S & B FOODS		Catering for CCC meetings	423.94
P11-01866	WELLS FARGO #3317		amazon.com	113.05
P11-01867	ALLIED ELECTRONICS		AUTOMOTIVE SUPPLIES	261.23
P11-01868	PARKS CRANE SERVICE, INC.		REMOVE/REPLACE VACUUM PUMP	375.00
P11-01869	AVALON TENT & PARTY		Tables & Lines for State of College Breakfast	238.57
P11-01870	SO. ORANGE CO. COMM. COL.DIST		Return to Title IV Funds	175.00
P11-01871	ALLSTEEL, INC. % CORPORATE BUSINESS INTERIORS		VIL 10 ADD ONS	226.94
P11-01872	McMASTER CARR SUPPLY COMPANY		AUTOMOTIVE SUPPLIES	219.69
P11-01873	WARD'S NATURAL SCIENCE		TO BUY PERISHABLE ITEMS FOR BIO.10 & FOR BIO.1L	300.00
P11-01874	Z CORPORATION		RAPIDTECH CONTRACT SVC	5,250.00
P11-01875	DAD'S ROCK SHOP		Geology Lab Supplies	216.55
P11-01876	CORNER BAKERY CAFE STORE #219		Lunch: Ntl League of Nursing Site Visit 9/29-9/30	297.09
P11-01877	PASCO SCIENTIFIC		PHYSICS SUPPLIES	286.39
P11-01878	AVALON TENT & PARTY		K-12 Partnership	270.69
P11-01879	B & H PHOTO	Bldg W/Com Arts	Bags for audio equipment for check out	130.50
P11-01880	MOORE MEDICAL CORP.		Meds	72.93
P11-01881	GoEngineer		RAPIDTECH SOFTWARE	833.45
P11-01882	WEST-LITE SUPPLY CO.		PHYSICS SUPPLIES	10.77
P11-01883	TROXELL COMMUNICATIONS, INC.		PROJECTOR SCREEN REPLACEMENT (SM105)	106.58
P11-01884	TUSTIN AWARDS, INC.		Name Badges	90.06
P11-01885	ACADEMIC SENATE FOR CALIF. COMMUNITY COLLEGES		Academic Senate Annual Membership Dues	3,682.24
P11-01886	DIGI-KEY CORP.		AUTOMOTIVE SUPPLIES	146.85
P11-01887	SADDLEBACK BOOKSTORE - #296 FOLLETT HIGHER EDUCATION GROUP		Textbooks and Supplies for CARE eligible students	1,000.00
P11-01888	WESTMINSTER PRESS, INC.		Printing & Mail Prep	13,062.50
P11-01889	A-1 FENCE COMPANY		FENCE AT WASTEYARD FOR DIG SITE	3,815.00
P11-01890	HAITBRINK ASPHALT PAVING, INC.		WASTEYARD DIG FOR ARCHAEOLOGY SITE	3,800.00

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Board Report

Includes P11-01621 - P11-02081 Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-01891	TOPLINE CONSTRUCTION		MONUMENT AT VETERANS MEMORIAL	3,200.00
P11-01892	LEE ARMSTRONG CO., INC.		T-7 FLOORING	2,200.00
P11-01894	SADDLEBACK GOLF CARS, INC.		PURCHASE OF FOUR CARTS	38,241.75
P11-01895	WELLS FARGO #3317		Book order.	.00
P11-01896	WAUSAU TILE, INC.		CONCRETE TABLE TOP REPLACEMENT	285.31
P11-01897	RON DIETZ, INC. dba DIETZ HYDROSEEDING CO.		SEEDS FOR VILLAGE AREAS	1,781.25
P11-01898	HOME DEPOT MISSION VIEJO STORE #614		Supplies for Server Room Power/Cooling Upgrade	600.00
P11-01899	CDW-G COMPUTER CENTERS		Hard drives/video cards for IT usage	239.75
P11-01900	DICK BLICK COMPANY		ART SUPPLIES	200.97
P11-01901	DIRECT SYSTEMS SUPPORT		SAN Replacement Project	2,361.45
P11-01902	HOME DEPOT LAKE FOREST STORE		Student Material Fees	400.00
P11-01903	MONTGOMERY HARDWARE		FA-101 DOUBLE GLASS DOORS	1,648.65
P11-01904	WELLS FARGO #4198		DiningTables.com - Breakroom Furniture	1,087.49
P11-01905	WELLS FARGO #3317		Dept. Resource	14.02
P11-01906	MARINA MUSIC		Student Music	742.67
P11-01907	ASI-MODULEX		FINE ART SIGNS	164.30
P11-01908	FITNESS WHOLESALE, INC.		Dynabands/Therabands	706.79
P11-01909	MILLENNIUM BUSINESS SERVICES		Business Cards: J. McLaughlin	100.05
P11-01910	SPECTRUM INDUSTRIES, INC.		Photography supplies	23.85
P11-01911	COMMUNITY PLAYTHINGS		FURNITURE FOR CLASSROOM	226.20
P11-01912	TALITHA JAMES		Trainer	180.00
P11-01913	JOSEPH JAY MENDOZA		Trainer	630.00
P11-01914	LUIS MAURICIO VASQUEZ		CPR Instructor	875.00
P11-01915	THE PATON GROUP		RAPIDTECH NONINSTR SUPPL	1,781.25
P11-01916	SWEETWATER		Audio monitors for Music Department	212.56
P11-01917	PARADISE BAKERY & CAFE		Special Board Meeting of the Bd of Trustees	147.84
P11-01918	SMART LEVELS MEDIA		Choral concert postcard printing	117.56
P11-01919	SALLIE MILLER		Co-Trainer	630.00
P11-01920	JOSEPH JAY MENDOZA		Monitor	70.00
P11-01921	H & L CHARTER COMPANY		Transportation for Lake Arrowhead Conference	1,210.00
P11-01922	PENGUIN GROUP (USA)		Books for distribution at conference	1,429.56
P11-01923	DELL MARKETING		laptop adaptor for instructional use	73.40
P11-01925	AUTOMOTIVE ELECTRONICS SERVICES INC		emission DVD	100.35
P11-01926	IMPACT IMAGES CLEAR IMAGE, INC.		Bags for photography classes	173.38
P11-01927	SCANTRON CORPORATION		REPLENISH SCANTRONS	108.00
P11-01928	BRAND ATHLETICS		WOMENS BASKETBALL GEAR	2,469.72
P11-01929	HOME DEPOT MISSION VIEJO STORE #614		Blanket PO to Home Depot for Electrical	500.00
P11-01930	AABACA, INC.		Sibelius software upgrades	430.86
P11-01931	KINO FLO, INC.	Bldg W/Com Arts	Kino Flo Lighting system for location use	2,818.52
P11-01932	KEN'S SPORTING GOODS		BASEBALL BATS FOR BASEBALL TEAM	223.40

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ESCAPE ONLINE

Includes P11-01621 - P11-02081

Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-01933	TOMARK SPORTS EQUIPMENT		HEAVY BASKETBALL FOR BASKETBALL TEAM	51.50
P11-01934	WELLS FARGO #3317		Presentation Pointers for Faculty	93.15
P11-01935	CUSTOMINK, LLC		PAC Employee Logo Shirts	2,126.76
P11-01936	SPORTS UNLIMITED		WOMENS SOCCER EMBROIDERY	1,083.98
P11-01937	SPORTS UNLIMITED		MEN'S SOCCER EMBROIDERY	2,434.77
P11-01938	SHRED-IT CAMPO ENTERPRISES, INC.		Paper Shredding Services	75.00
P11-01939	WILLIAMS RECORDING		Contract Services	2,000.00
P11-01940	AERA ENGINE REBUILDERS ASSN.		membership renewal	221.00
P11-01941	QUICK CAPTION		Captioning services for hearing impaired	5,000.00
P11-01942	GUEST ARTISTS		Presentation of "Yesterday and Today"	11,800.00
P11-01943	BRAVO SIGN & DESIGN		VILLAGE SIGNS	13,366.38
P11-01944	ORANGE COUNTY REGISTER		Lariat's printing and delivery charges	30,000.00
P11-01945	W. W. GRAINGER		Equipment and supplies for PAC	832.79
P11-01946	UC REGENTS		UCLA Conference Center - Saddleback College	11,220.00
P11-01947	KEENAN & ASSOCIATES		Gen.Liability and Terrorism Coverage	5,280.00
P11-01948	BAKER & TAYLOR BOOKS		Purchase books.	30,000.00
P11-01949	JIM'S MUSIC CENTER, INC.		Piano Petals	494.22
P11-01950	PEPPER MUSIC COMPANY		File boxes	144.49
P11-01951	LABOR LAW CENTER, INC.		Labor Law Posters	521.13
P11-01952	CCCSCA % RODNEY RAGSDALE		CCCSCA Membership for IVC M. & W. Coaches	150.00
P11-01953	NEWPORT COMPUTER SOLUTIONS,INC		IBM post-warranty hardware maintenance	21,398.66
P11-01954	REPRO XPRESS		REPROGRAHICS	2,000.00
P11-01955	CALIFORNIA COMMUNITY COLLEGE MEN'S BASKETBALL ASSOCIATION		CCCMBCA Membership/IVC M.Basketball coach	350.00
P11-01956	QUEZADA PRO LANDSCAPE, INC.		AGB EMERGENCY SOD WORK	6,875.00
P11-01957	ARTALKS DESIGN, LLC		PAC Lettering	2,653.12
P11-01958	CALIFORNIA STAGE/LIGHTING, INC		Maintenance of sound board	1,000.00
P11-01959	TUSTIN CHAMBER OF COMMERCE		Membership Renewal to Tustin Chamber of Commerce	186.00
P11-01960	SIERRA SOIL, INC.		FMO SUPPLIES - LOT 12	609.00
P11-01961	LEE ARMSTRONG CO., INC.		GROUNDS FLOORING	3,587.00
P11-01962	LEE ARMSTRONG CO., INC.		T-BUILDING FLOORING	2,885.00
P11-01963	UNITED INTERIORS		FA 202A, 204 & 212 FURNITURE	14,494.96
P11-01964	JUDI GOULD		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01965	APPLE COMPUTER, INC.		New laptop computer for instructor/See attachment!	2,004.50
P11-01966	SAMY'S CAMERA		Camera filters	897.19
P11-01967	EBSCO SUBSCRIPTION SERVICE		Annual periodical subscription per Ana Maria Cobos	8,939.01
P11-01968	HITT MARKING DEVICES, INC.		Signature Stamp for Dan Walsh	34.80
P11-01969	HITT MARKING DEVICES, INC.		Int'l Student Prgm -Certified-Date Stamp	78.30

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Includes P11-01621 - P11-02081

Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-01970	PBS VIDEO/SHOP PBS PBS EDUCATIONAL VIDEO		DVDs for Botany	32.13
P11-01971	VIDEOMAKER MAGAZINE	Bldg W/Com Arts	Magazine subscription	19.97
P11-01972	BRAND ATHLETICS		W WP suits F '10	733.92
P11-01973	CLARKE & ASSOCIATES, INC.		TO REPLACE WORN OUT/MISSING NUMBER TAGS	210.94
P11-01974	GOVCONNECTION		network cards for CMT	400.52
P11-01975	CHENG & TSUI ORDERS DEPARTMENT		Instructional Chinese Textbook and DVD	71.24
P11-01976	GREGORY RAMIREZ		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01977	CARINA HUYNH LIN		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01978	MELISSA MEADOWS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01979	KAREE HAMILTON		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01980	WENDY WHITNEY		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01981	EVE-MARIE ANDREWS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01982	KIM MC CORMICK		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01983	SHARTELLE FEARS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01984	JENN BURLESON		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01985	PAMELA JAMES		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01986	KELLEY BEACH		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01987	ROSIE ANTONECCHIA		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01988	CINDY MORRIN		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01989	RAAD JERJIS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01990	TRINIDAD J. ARGUELLES		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-01991	EMERALD MIRROR & GLASS		REPLACE WINDOW/SKYLIGHT IN DISTRICT WAREHOUSE	975.00
P11-01992	FISHER SCIENTIFIC		EASYLYTE ANALZYER REAGENTS	286.92
P11-01993	CDW-G COMPUTER CENTERS		Various desktop replacement hard drives	1,359.38
P11-01994	WELLS FARGO #3317		CD for jazz classes	22.54
P11-01995	B & P SERVICES, INC.		INSTALL DUCT WORK TO SUPPORT M400 STORAGE	680.00
P11-01996	REI		2 Way Radio-Geog/Attachment	175.30
P11-01997	EDUCATIONAL MUSIC SERVICE		Music database rental fee	75.59
P11-01998	CI SOLUTIONS, CARD INTEGRATORS CORPORATION		PHOTO ID SYSTEM SERVICE AGREEMENT *invoice atthcd	2,085.00
P11-01999	SWIM DEPOT		WP F'10 M suits and M/W caps	1,162.73
P11-02000	BJB ENTERPRISES, INC.		project supplies for DMP students	500.00
P11-02001	BROOKSTONE CABINETS		REHAB CABINETS IN CHEMISTRY LAB	9,577.46
P11-02002	FLOOR TECH GROUP		A200 CLASSROOM PROJECT	3,940.00

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Board Report

Includes P11-01621 - P11-02081

Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-02003	VIDEO SERVICE OF AMERICA		DVCam Tapes for BOT meetings	523.14
P11-02004	UNIVERSITY PRODUCTS, INC.		Rag board for photography classes	1,234.44
P11-02005	BONNIE PETERS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02006	TANDY WARD		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02007	LORENA DORN		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02008	JOYCE ROMERO		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02009	BONNIE SHERMAN		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02010	JOSEPH LEWIS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02011	BROOKSTONE CABINETS		B309 to B318/REPAIR SURFACE OF CABINETS	1,578.58
P11-02012	OSVALDO AMEZCUA		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02013	EVAN WIRIG		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02014	JANET HUANG		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02015	JANINE CIRRITO		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02016	BRIANA BOYKIN		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02017	LISA ROMAIN		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02018	NANCY M. DAVIS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02019	PAUL FRIEDT		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02020	SARAH MOORE		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02021	MONICA ROMERO		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02022	REALVOLLEYBALL.COM		VOLLEYBALL CARRY BAGS	85.00
P11-02023	MISSION VIEJO FLORIST		Flowers for K-12 Partnership	451.31
P11-02024	STUDICA, INC.		AUTODESK REVIT LIC/SUBSCRIPTION	17,210.00
P11-02025	SEHI PROCOMP COMPUTER PRODUCTS		Photography supplies	213.26
P11-02026	MINITEX LIBRARY INFO. NETWORK 15 ANDERSON LIB-UNIV OF MINN.		Library supplies	372.40
P11-02027	HOIST SERVICE CO.,INC.		HYDRIC MAINTENANCE @TRANSPORTATION	2,926.46
P11-02028	DHK PLUMBING & PIPING, INC.		CP RESTROOM SEWER PIPING	7,105.76
P11-02029	SUPERIOR PAPER & PLASTIC INC.		Blanket purchase order for supplies for the CDC	3,000.00
P11-02030	SAMY'S CAMERA		Camera and Memory Card	664.46
P11-02031	HERTZ FURNITURE SYSTEMS		CHAIR	55.77
P11-02032	MILLENNIUM BUSINESS SERVICES		Referral forms	152.25
P11-02033	GETTY IMAGES, INC.		Images Subscription	.00
P11-02034	B & H PHOTO		Equipment and supplies for PAC	1,871.50
P11-02035	TUSTIN IRVINE MEDICAL GROUP		TB Testing	200.00

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Board Report

Includes P11-01621 - P11-02081

Board Meeting Date 10/25/10

PO Number	Vendor Name	Site	Description	Account Amount
P11-02036	ELIZABETH SHAKER		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02037	ANN STEINBERG		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02038	DAVID L. HERNANDEZ II		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02039	PAM STORIE		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02040	LYNN HASTINGS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02041	MARNIE MELENDEZ		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02042	MARIA DE LA LUZ FLORES		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02043	CHRIS PHILLIPS		For a grant-funded conference on Oct. 25,-27, 2010	300.00
P11-02044	SPORTS UNLIMITED		BASEBALL WEIGHTLIFTING SHIRTS	728.63
P11-02045	GUTTER MASTERS		INSTALL GUTTERS ON POLICE & WAREHOUSE BLDG	1,916.00
P11-02046	HENRY SCHEIN, INC.		REAGENTS FOR TRIAGE METER IN MLT PROGRAM	1,060.88
P11-02047	COMMUNITY COLLEGE LEAGUE OF CALIFORNIA/CCLCAA		Databases renewal.	4,111.62
P11-02048	EMILY CRICK		Student Success Grant for nursing student	700.00
P11-02049	ALL SIGNS AMERICA		for signage	2,000.00
P11-02050	SAMY'S CAMERA		Camera batteries	1,587.75
P11-02051	4 IMPRINT		Purchasing Marketing Material	1,128.14
P11-02052	INSTITUTE FOR PROFESSIONAL DEV dba LOVE AND LOGIC, INC.		Parent Workbooks	445.50
P11-02053	ALPHAGRAPHICS		Senior Day Posters and Postcards	2,133.68
P11-02054	SCOTT WEATHERWAX		PRIDE Panelist	100.00
P11-02055	ALENA STRICKLAND		PRIDE Monitor	595.00
P11-02056	TELETROL SYSTEMS, INC.		HVAC SUPPLIES	2,241.60
P11-02057	ORANGE COUNTY REGISTER		ADVERTISING - BID 292D	.00
P11-02058	HORIZON		GROUND SUPPLIES	2,038.41
P11-02059	REFRIGERATION SUPPLIES DIST.		HVAC SUPPLIES	2,791.79
P11-02060	YARDLEY PUMP AND VACUUM, INC.		VACUUM PUMP	946.29
P11-02061	GRAYBAR ELECTRIC CO.	Bldg W/Com Arts	LIGHTING FOR COM ARTS	.00
P11-02062	SIEGEL DISPLAY PRODUCTS		table top display	266.59
P11-02063	FISHER SCIENTIFIC		CHEMISTRY REPLACEMENT LABWARE	747.90
P11-02064	BLACKBOARD INC.		Bb Additional Storage and Service Units	81,761.00
P11-02065	JOHNSTONE SUPPLY		HVAC MOTOR	2,645.70
P11-02066	EL CAMINO ASPHALT PAVING CORP.		EXPAND ASPHALT AREA AT WAREHOUSE	14,550.00
P11-02067	VIDEO SERVICE OF AMERICA		DVD player for FA 202	111.34
P11-02068	TAMMY BECKNER		Adoptions Trainer	240.00
P11-02069	NORMA CARDENAS		PRIDE Panel Member	50.00
P11-02070	ORANGE UNIFIED SCHOOL DISTRICT CHILD DEVELOPMENT CENTER		Child Care Services	900.00
P11-02071	DELL MARKETING		Laptop for Board Room	1,349.33

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Includes P11-01621 - P11-02081				Board Meeting Date 10/25/10
PO Number	Vendor Name	Site	Description	Account Amount
P11-02072	TIGER DIRECT		SEAGATE HARD DRIVES	599.60
P11-02073	MILLENNIUM BUSINESS SERVICES		One color stationery A&R	190.31
P11-02074	IRVINE TENNIS		MENS TENNIS GEAR	1,767.19
P11-02075	IRVINE TENNIS		MEN'S TENNIS GEAR	6,111.60
P11-02076	IRVINE TENNIS		WOMENS TENNIS PRODUCT	2,391.80
P11-02077	IRVINE TENNIS		WOMENS TENNIS GEAR	5,741.88
P11-02078	FANTASY DESIGNS		SHIRTS FOR MENS TENNIS	729.92
P11-02079	TURSI'S SOCCER SUPPLY, INC.		WOMENS SOCCER SHORTS	799.56
P11-02080	TURSI'S SOCCER SUPPLY, INC.		RESTOCKING FEE	110.70
P11-02081	VWR INTERNATIONAL, INC.		CHEMISTRY REPLACEMENT LABWARE	911.73
			Total	458
				2,484,339.85

Fund Summary			
Fund	Description	PO Count	Amount
01	General Fund	433	1,113,658.20
12	Child Development Fund	4	8,013.70
40	Capital Outlay Fund	20	1,292,667.95
68	Self-Insurance Fund	1	70,000.00
Total		458	2,484,339.85

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

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Requisition Number	Vendor Name	Description	Requisition Total
RQ11-01933	KEN PATTON	iCAT 2010 INTL CONF.	2,613.00
RQ11-02104	DR. CRAIG JUSTICE	Chancellor's Budget Workshop for Craig Justice	140.00
RQ11-02156	COAST FITNESS REPAIR SHOP	* Equipment repair in the IVC Life Fitness Center	1,079.09
RQ11-02214	DR. CRAIG JUSTICE	CCCCIO 2010 Fall Conference Exps for Craig Justice	1,100.00
RQ11-02215	S & B FOODS	Lunch for Instructional Council Mtg on 10/15/10	450.00
RQ11-02258	JENNIFER FOROUZESH	CONFERENCE FOR JENNIFER FOROUZESH	844.18
RQ11-02294	GUY, GEORGINA	Conference Attendance for Georgina Guy	100.00
RQ11-02295	MARIA PANIAGUA	Conference Attendance for Maria Paniauga	100.00
RQ11-02297	LORI PARRA	Conference Attendance for Lori Parra	100.00
RQ11-02298	TERESA CAMACHO	Conference Attendance for Teresa Camacho	100.00
RQ11-02323	TAMERA RICE	CONFERENCE FOR TAMMY RICE	1,190.98
RQ11-02333	WILL GLEN	CONFERENCE FOR WILL GLEN	1,204.36
RQ11-02352	DR. CRAIG JUSTICE	RP Group Workshop Registration for Craig Justice	550.00
RQ11-02367	MARK ZANDONELLA	CONF FOR ZANDONELLA	692.00
RQ11-02368	TIFFANY TRAN	T. Tran: Reimbursement for UCLA Conference	91.00
RQ11-02373	WELLS FARGO #1606	azardisplays.com-bus card holders for A&R Counter	36.87
RQ11-02384	ROOPA MATHUR	Roopa Mathur Reimbursement for BSI Wkshop	35.00
RQ11-02417	ROBERT CHABOYA	conference 9/18-26	868.46
RQ11-02436	W. MIKE DALE LAB TECHNICIAN	Reimbursement	13.03
RQ11-02440	GLENN ROQUEMORE	Conference for Glenn Roquemoe	495.20
RQ11-02450	CAROL HILTON	* State Budget Workshop Attendee: Carol Hilton	155.00
RQ11-02454		Conference for Carol Hilton 10/25-27	1,159.59
RQ11-02460	ASMITA BHAKTA	CONF. FOR A.BHAKTA IN OCT 2010	424.00
RQ11-02479	NEWBEGINNINGS, INC.	K-12 Partnership * C Attached	1,141.88
RQ11-02480	MAIN GRAPHICS	3000 Arts Calendars Printed	3,011.79
RQ11-02496	WENDY GABRIELLA	Wendy Gabriella to attend BSI conference	400.00
RQ11-02508	???	****reimbursement for purchase of bandsaw blades	31.28
RQ11-02530	NEWBEGINNINGS, INC.	Food for the Annual State of the College	913.50
RQ11-02542	JOHN RICHARDS	Instrucitonal Supplies for Ecology Labs	23.06
RQ11-02548	NEWBEGINNINGS, INC.	TPP Advisory Board Meeting breakfast	97.06
RQ11-02549	VICTORIA ORLICH	Refreshments: Ntl League for Nursing Accreditation	100.00
RQ11-02558	ROBERT MELENDEZ	Robert Melendez Reimbursement for BSI Wkshop	35.00
RQ11-02561	RICOH AMERICAS CORPORATION RICOH BUSINESS SOLUTIONS	SHIPPING FOR TONER	12.51
RQ11-02569	DR. ROBERT BRAMUCCI	Travel expenses	650.00
RQ11-02578	WELLS FARGO #4198	FastCharacters.com (Mascot redesign cocepts)	1,948.00
RQ11-02585	ANDREW C. JONES	Candidate Reimbursemet	660.98
RQ11-02598	KEN PATTON	ATE-PI CONFERENCE	1,012.28
RQ11-02604	EDWARD TACKETT		922.28
RQ11-02605	SHERRI J. BANES		1,625.24
RQ11-02607	TOM DORMAN		922.28
RQ11-02608	GARY BARNAK		606.48
RQ11-02623	LUCIE HERWEHE	Conference fee and misc. expenses	390.00
RQ11-02624	CHRISTOPHER TARMAN	~Conference Expenses for Chris Tarman	400.00
RQ11-02625	WELLS FARGO #2078	OCBC-Workforce Development Conference-Tracy Daly	80.00

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Requisition Number	Vendor Name	Description	Requisition Total
RQ11-02641	WELLS FARGO #2078	OCBC Chairman's Leadership Breakfast-Tracy Daly	55.00
RQ11-02646	SIERRA SOIL, INC.	FMO SUPPLIES	609.00
RQ11-02652	MARLYS GRODT & ASSOCIATES	Class Spec/Dear/Bus Science & Econ Workforce Dev.	500.00
RQ11-02653		Review-reclass for Director of College Fiscal Svcs	300.00
RQ11-02681	TOD A. BURNETT	REIMBURSEMENT CONF. 10/13-10/15	1,200.00
RQ11-02737	WELLS FARGO #1598	Borrego Springs - field trip reservations	250.00
RQ11-02739	MIKI MIKOLAJCZAK	Reimbursement for Miki Mikolajczak	250.00
RQ11-02775	HORN IMPROVEMENT	Instrument repairs	985.65
RQ11-02779	ELLE DUBOIS	~Registration for CIWEA Fall Regional Workshop	80.50
RQ11-02805	GWEN PLANO	CCLS 2010 CONFERENCE REIMBURSEMENT	523.00
RQ11-02811	CATHERINE AYAD	CONF. FOR C.AYAD ON 10/12/10	80.00
RQ11-02812	BRENDA FRAME	Reimbursement	2,500.00
RQ11-02818	ANTHONY HUNTLEY	REIMBURSEMENT TO T.HUNTLEY FOR LAB BOOK PURCHASE	19.95
RQ11-02820	DAVID BUGAY	Conference for David Bugay	43.00
RQ11-02832	ALFORD, JOANN	Reimb. for UC Counselor Conf. on 9/14/10	35.00
RQ11-02835	CAROL LERMAN	Reimbursement for UC Counselor Conference	35.00
RQ11-02838	JENNIFER FORSTER	Reimburse for UC Counselor Conference	35.00
RQ11-02840	CRISTI BRISTOL	Conference attendance for Cristi Bristol	420.48
RQ11-02842	GOLDEN RAIN FOUNDATION % LEISURE WORLD, ATTN: D.LAMB	Clubhouse 3 use for ENG 52X	640.20
RQ11-02849	DAVID FRANCISCO	Reimbursement for UC Counselor Conference	35.00
RQ11-02850	GLENN ROQUEMORE	~Conference for Glenn Roquemore	449.00
RQ11-02852		Conference Expenses for Glenn Roquemore	705.00
RQ11-02863	HEIDI M. OCHOA	Conference Reimbursement for Heidi Ochoa	385.00
RQ11-02866	CHERYL ALTMAN	Conference Reimbursement for Cheryl Altman	42.00
RQ11-02867	NANCY N. BESSETTE	Conference Reimbursement for Nancy Bessette	927.00
RQ11-02870	VALERIE GELLER	Conference Reimbursement for Valerie Geller	500.00
RQ11-02871	LINDA GLEASON	Conference Reimbursement for Linda Gleason	1,000.00
RQ11-02872	KATHLEEN HAYDEN	Conference Reimbursement for Kathleen Hayden	500.00
RQ11-02873	CHIN LAM	Conference Reimbursement for Chin Lam	80.00
RQ11-02874	KARA PATTERSON	Conference Reimbursement for Kara Patterson	499.00
RQ11-02880	JAYNE KLUNDER	Reimburse for UC Counselor Conf.	35.00
RQ11-02882	DR. LORI PHELPS	Conference Reimbursement for Lori Phelps	500.00
RQ11-02883	MAUREEN SMITH	Conference Reimbursement for Maureen Smith	301.59
RQ11-02884	DAN WALSH	Conference Reimbursement for Dan Walsh	301.59
RQ11-02886	PATTI WEEKES	Conference Reimbursement for Patti Weekes	431.49
RQ11-02887	KENNETH GRAY WOODWARD	Conference Reimbursement for Ken Woodward	503.00
RQ11-02888	KRISTA FISHER	Reimburse for UC Counselor Conf.	35.00
RQ11-02891	JENNIFER RACHMAN		35.00
RQ11-02893	MIKI MIKOLAJCZAK		35.00
RQ11-02908	KARIMA FELDHUS	CCCCIO Fall10 Conference Exps for Karima Feldhus	640.00
RQ11-02912	ALINDE HERRON	Reimbursement to Faculty	32.95
RQ11-02913	MICHELLE GAYNOR	Reimbursement to staff	60.68
RQ11-02923	GREY HOUSE PUBLISHING	Grey House Publishing	242.48
RQ11-02935	JOHNSON & ASSOCIATES	Development and/or Revisions of Job Descriptions	1,130.00
RQ11-02939	WILLIAM T. SCROGGINS	Candidate Reimbursement	237.09

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ESCAPE **ONLINE**

Includes 09/08/2010 - 10/05/2010

Board Meeting Date 10/25/10

Requisition Number	Vendor Name	Description	Requisition Total
RQ11-02942	STEVE MARADIAN	Candidate Reimbursement	340.42
RQ11-02943	NORMS REFRIGERATION	Ice machine Repair/IVC Athletics Training Room	219.91
RQ11-02945	RANDY W. PEEBLES	CONFERENCE - R PEEBLES (ATCHMT FS354)	100.00
RQ11-02946	TERESA FLUEGEMAN	CONFERENCE - T FLUEGEMAN (ATCHMT FS354)	100.00
RQ11-02961	WELLS FARGO #4198	amazon.com	65.31
RQ11-02965	BRUCE SOBCZAK	CONFERENCE - B SOBCZAK (ATCHMT FS354)	100.00
RQ11-02967	ANDREW ALHADEFF	SCOREBOOKS FOR MENS AND WOMENS BASKETBALL TEAM	56.95
RQ11-02978	SAN DIEGO SCALE CO.,INC.	* Repair and service Balance	235.13
RQ11-02980	NEWBEGINNINGS, INC.	Cafeteria Quote 10/14/10 College Fair	150.35
RQ11-02986	WELLS FARGO #4198	SKS BOTTLE - REPLACEMENT LAB CONTAINERS	210.00
RQ11-02988	LASER SOURCE	Service and parts for printer	108.12
RQ11-02990	MISSION AUTO EQUIP & LIFTS,INC	* Repair of compressor dryer	429.81
RQ11-02993	TOM BURROWS	Reimbursement for Grocery Items for Biology Labs	28.63
RQ11-02994	TICKET ENVELOPE COMPANY	ticket office envelopes	164.00
RQ11-03002	ROBERT MELENDEZ	Conference Attendance	1,386.22
RQ11-03017	CAESAR'S APPLIANCE SERVICE, INC.	Refrigerator Repair HS 3rd Floor	53.00
RQ11-03032	BETH MUELLER	Conference for Beth Mueller ACBO 10-25-10	826.88
RQ11-03034	SARA LEILA SHEYBANI % MSE DIVISION OFFICE	REIMBURSEMENT FOR BOOK PURCHASE	142.52
		Total	107
			51,447.28

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Fund Summary				
Fund	Description	Requisition Count	Amount	
01	General Fund	107	51,447.28	

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ESCAPE ONLINE

TO: Board of Trustees
FROM: Dixie Bullock, Acting 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. 096158 through 096977, processed through the Orange County Department of Education, totaling \$4,937,746.79; and Checks No. 009960 through 009991, processed through Saddleback College Community Education, totaling \$118,851.92; and Checks No. 008768 through 008779, processed through Irvine Valley College Community Education, totaling \$116,477.86 are submitted for the approval of the Board of Trustees.

RECOMMENDATION

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

Checks Dated 09/08/2010 through 10/05/2010

Board Meeting Date 10/25/10

Check Number	Check Date	Pay to the Order of	Check Amount
096158	09/08/2010	MARK SECOR, D.V.M., INC.	285.00
096159	09/08/2010	SMART & FINAL IRIS CO.	183.30
096160	09/08/2010	SO. ORANGE CO. COMM. COL. DISTWORKERS COMPENSATION	1,130.68
096161	09/08/2010	AT&T	62.14
096162	09/08/2010	AT&T	22.75
096163	09/08/2010	AT&T	35.64
096164	09/08/2010	AT&T	11.43
096165	09/08/2010	SAN DIEGO GAS & ELECTRIC	291.24
096166	09/08/2010	SOUTHERN CALIFORNIA EDISON CO.	4,035.99
096167	09/08/2010	SOUTHERN CALIFORNIA EDISON CO.	217.87
096168	09/09/2010	ACHRO/EEO ATTN: RUTH CORTEZ	75.00
096169	09/09/2010	ACHRO/EEO ATTN: RUTH CORTEZ	150.00
096170	09/09/2010	ACHRO/EEO ATTN: RUTH CORTEZ	130.00
096171	09/09/2010	CATHERINE AYAD	148.94
096172	09/09/2010	MARYAM AZARY	90.00
096173	09/09/2010	DONALD BRADSHAW	82.00
096174	09/09/2010	2010 CONVENTION FUND CAMLT 2010 ANNUAL MTG	190.00
096175	09/09/2010	CCCAOE	395.00
096176	09/09/2010	LOIS DI ALTO	210.47
096177	09/09/2010	GOLDEN WEST COLLEGE	217.00
096178	09/09/2010	GOLDEN WEST COLLEGE	30.00
096179	09/09/2010	BART MC HENRY	7.50
096180	09/09/2010	KURT MEYER	40.00
096181	09/09/2010	NCMPR NATIONAL OFFICE ATTN: BECKY OLSON	225.00
096182	09/09/2010	NCMPR NATIONAL OFFICE ATTN: BECKY OLSON	225.00
096183	09/09/2010	PAPA PESTICIDE APPLICATORS ASSOC.	70.00
096184	09/09/2010	SCOTT THARPE	114.78
096185	09/09/2010	MARIANNE E. THAWLEY	147.00
096186	09/09/2010	JODI TITUS	185.47
096187	09/09/2010	TIFFANY TRAN	193.55
096188	09/09/2010	SAMANTHA J. VENABLE	600.00
096189	09/09/2010	XEROX CORP.	20,804.23
096190	09/09/2010	AdvanceTek	8,000.00
096191	09/09/2010	AK CONSTRUCTORS INC.	28,264.13
096192	09/09/2010	ANDERSEN'S DOOR SERVICE, INC.	419.17
096193	09/09/2010	BEN'S ASPHALT, INC.	10,880.00
096194	09/09/2010	CATALYST CONSULTING	9,855.00
096195	09/09/2010	C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB	256.00
096196	09/09/2010	CLARK SECURITY PRODUCTS INC.	957.58
096197	09/09/2010	DAVID B. COLEMAN COLEMAN'S LANDSCAPE CONTRACTOR	8,961.00
096198	09/09/2010	DATALINK CORPORATION	9,152.00
096199	09/09/2010	C.W. DRIVER CONTRACTORS, INC.	14,437.50
096200	09/09/2010	ENVIRON	1,892.10
096201	09/09/2010	gkkworks	4,972.03
096202	09/09/2010	gkkworks/CCS Group	9,540.00
096203	09/09/2010	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.	3,170.00
096204	09/09/2010	HAITBRINK ASPHALT PAVING, INC.	17,800.00
096205	09/09/2010	MOUSER ELECTRONICS	377.97
096206	09/09/2010	NEUDESIC, LLC	70,250.00
096207	09/09/2010	NU AGE DEVELOPMENT, INC.	12,259.89
096208	09/09/2010	OC REGISTER COMMERCIAL BILLING	3,520.00
096209	09/09/2010	PARAMOUNT PAINTING	12,250.00
096210	09/09/2010	PRECISION FLOOR COVERING	37,402.56
096211	09/09/2010	RED STONE, INC	9,252.00

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Checks Dated 09/08/2010 through 10/05/2010

Board Meeting Date 10/25/10

Check Number	Check Date	Pay to the Order of	Check Amount
096212	09/09/2010	TECTA AMERICA SOUTHERN CALIFORNIA, INC.	72,025.00
096213	09/09/2010	UNITED SITE SERVICES OF CALIFORNIA, INC.	1,129.29
096214	09/10/2010	ADVANTA ENERGY	800.00
096215	09/10/2010	AIRGAS WEST	113.83
096216	09/10/2010	EMMA ALMEIDA	210.00
096217	09/10/2010	ARAMARK UNIFORM SERVICES	40.52
096218	09/10/2010	LEE ARMSTRONG CO., INC.	36,210.00
096219	09/10/2010	ARROWHEAD DRINKING WATER	13.49
096220	09/10/2010	ATRIUM HOTEL AT ORANGE COUNTY AIRPORT	15,815.80
096221	09/10/2010	B & H PHOTO	768.50
		Unpaid Sales Tax	67.24
		Expensed Amount	835.74
096222	09/10/2010	BILLY TEES	404.84
096223	09/10/2010	BLICK ART MATERIALS	367.58
096224	09/10/2010	KRISTEN BUSH	1,470.00
096225	09/10/2010	CAROLINA BIOLOGICAL SUPPLY	466.93
096226	09/10/2010	CDW GOVERNMENT, INC.	2,341.24
096227	09/10/2010	CINTAS CORPORATION	53.58
096228	09/10/2010	CINTAS DOCUMENT MANAGEMENT	113.15
096229	09/10/2010	CLARK SECURITY PRODUCTS INC.	401.83
096230	09/10/2010	COLLEGE SOURCE, INC.	890.00
096231	09/10/2010	COMPUTER PROTECTION TECHNOLOGYCORPORATE OFFICE	1,320.00
096232	09/10/2010	COMPUTERLAND	107,413.00
096233	09/10/2010	CROWN VALLEY MARKETPLACE	19.43
096234	09/10/2010	CULLIGAN	47.70
096235	09/10/2010	DA CAPO MUSIC	2,244.44
096236	09/10/2010	DANA POINT FUEL DOCK	172.62
096237	09/10/2010	DICK'S SPORTING GOODS	1,395.66
096238	09/10/2010	SPARKLETTS	911.39
096239	09/10/2010	SPARKLETTS	547.21
096240	09/10/2010	DUNN-EDWARDS CORPORATION	430.61
096241	09/10/2010	EAGLE COMMUNICATIONS	804.41
096242	09/10/2010	EDUCATIONAL MUSIC SERVICE	423.29
096243	09/10/2010	EXPERIAN	77.00
096244	09/10/2010	FEDERAL EXPRESS	127.12
096245	09/10/2010	FISHER SCIENTIFIC	4,091.42
096246	09/10/2010	MAIN GRAPHICS	4,147.87
096247	09/10/2010	DANIEL SMITH, INC.	383.60
		Unpaid Sales Tax	33.57
		Expensed Amount	417.17
096248	09/10/2010	CISCO WEBEX LLC	2,160.00
096249	09/10/2010	DEWEY'S APPLIANCES	2,396.85
096250	09/13/2010	GAYLE'S EMBROIDERY	42.00
096251	09/13/2010	GMF SOUND, INC.	215.00
096252	09/13/2010	ESTER GRAHAM	12.29
096253	09/13/2010	W. W. GRAINGER	81.10
096254	09/13/2010	GREEN THUMB INTERNATIONAL	84.22
096255	09/13/2010	ERIC A. GRITZMACHER	442.26
096256	09/13/2010	HAITBRINK ASPHALT PAVING, INC.	12,750.00
096257	09/13/2010	HARDY DIAGNOSTICS	249.79
096258	09/13/2010	PATTY HELTON	26.27
096259	09/13/2010	HILTI	443.18
096260	09/13/2010	MICHAEL HOGGATT	120.00
096261	09/13/2010	CHRIS HOGSTEDT	37.02
096262	09/13/2010	INGARDIA BROTHERS PRODUCE, INC.	867.12

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Checks Dated 09/08/2010 through 10/05/2010

Board Meeting Date 10/25/10

Check Number	Check Date	Pay to the Order of	Check Amount
096263	09/13/2010	INTERSTATE BATTERIES OF CALIFORNIA COAST	1,043.57
096264	09/13/2010	INTERSTATE ELECTRIC	1,021.16
096265	09/13/2010	FHEG IVC BOOKSTORE Store 895, MA 639	687.79
096266	09/13/2010	MICHAEL JAMES	113.48
096267	09/13/2010	JOHNSTONE SUPPLY	913.03
096268	09/13/2010	PROTECTED INSURANCE PROGRAM FOR SCHOOLS	145,609.00
096269	09/13/2010	KEN'S SPORTING GOODS	1,224.35
096270	09/13/2010	LOS ANGELES TIMES	75.55
096271	09/13/2010	LAB CORPORATION	8,984.93
096272	09/13/2010	LAGUNA GRAPHIC ARTS, INC.	65.25
096273	09/13/2010	TONI LAKOW	45.43
096274	09/13/2010	LASER SOURCE	270.16
096275	09/13/2010	LEAGUE FOR INNOVATION	825.00
096276	09/13/2010	A. M. LEONARD, INC.	461.17
		Unpaid Sales Tax	38.25
		Expensed Amount	499.42
096277	09/13/2010	DONALD T. LINDBOE	32.48
096278	09/13/2010	NICOLE LOFTUS	93.96
096279	09/13/2010	FRED LUNT INDUSTRIES	784.00
		Unpaid Sales Tax	53.29
		Expensed Amount	837.29
096280	09/13/2010	M & M BOYS, INC.	2,200.15
096281	09/13/2010	LORI MANGELS	93.17
096282	09/13/2010	MARCIVE, INC.	1,350.00
096283	09/13/2010	MARK IV COMMUNICATIONS, INC.*	3,620.19
096284	09/13/2010	MARKET-BASED SOLUTIONS, INC.	6,455.00
096285	09/13/2010	ANITA MC DONALD	12.83
096286	09/13/2010	MC KESSON MEDICAL SURGICAL	822.25
096287	09/13/2010	McLOGAN SUPPLY COMPANY, INC.	973.60
096288	09/13/2010	MEDCO SUPPLY COMPANY	3,314.55
096289	09/13/2010	MICRO CENTER A/R	500.12
096290	09/13/2010	MID-WEST LIGHTING	1,289.50
096291	09/13/2010	MILLENNIUM BUSINESS SERVICES	516.95
096292	09/13/2010	MODERN POSTCARD	146.65
096293	09/13/2010	MOORE MEDICAL, LLC	118.90
096294	09/13/2010	NEUDESIC, LLC	8,910.00
096295	09/13/2010	NEWBEGINNINGS, INC. CATERING DIVISION	390.69
096296	09/13/2010	NIKON INSTRUMENTS, INC.	868.58
096297	09/13/2010	NORTH STATE ENVIRONMENTAL	2,145.82
096298	09/13/2010	NU AGE DEVELOPMENT, INC.	5,785.00
096299	09/13/2010	ORANGE COUNTY BUSINESS COUNCIL	5,000.00
096300	09/13/2010	ORANGE CO. FARM SUPPLY	269.88
096301	09/13/2010	ORANGE CO. HEALTH CARE AGENCY ENVIRONMENTAL HEALTH	698.00
096302	09/13/2010	OCB REPROGRAPHICS, INC.	17.13
096303	09/13/2010	ONESOURCE DISTRIBUTORS, LLC	583.09
096304	09/13/2010	ORKIN EXTERMINATING	7,281.00
096305	09/13/2010	JOHN OZUROVICH	113.48
096306	09/13/2010	CARLOS SERRANO	14.53
096307	09/13/2010	SOKHA SONG	19.25
096308	09/13/2010	JEANNE VENDITTI SOCCCD/LIBRARY 320	69.60
096309	09/13/2010	APPLE COMPUTER INC.	403,751.02
096310	09/13/2010	SOUTHERN CALIFORNIA GAS CO. SUNDRY BILLING	7,412.96
096311	09/13/2010	BROOKE CHILDERS	13.14
096312	09/13/2010	HEALTH DIMENSIONS	300.00
096313	09/13/2010	JONES DAY	113,003.03

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Checks Dated 09/08/2010 through 10/05/2010

Board Meeting Date 10/25/10

Check Number	Check Date	Pay to the Order of	Check Amount
096314	09/13/2010	KEENAN & ASSOCIATES ACCOUNTS RECEIVABLE	1,037.31
096315	09/13/2010	ALERT SERVICES, INC.	127.37
096316	09/13/2010	ANDREW ALHADEFF	72.43
096317	09/13/2010	SOCCER USA	32.62
096318	09/13/2010	LARRY BARLEY	30.00
096319	09/13/2010	BERG WHOLESALE	329.90
096320	09/13/2010	CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE	7,800.00
096321	09/13/2010	CCCTCA ATTN: JEFF BENITO	50.00
096322	09/13/2010	CCCWVCA KANOE BANDY, TREASURER	125.00
096323	09/13/2010	CHEF WORKS, INC.	58.37
096324	09/13/2010	ANA MARIA COBOS	75.00
096325	09/13/2010	CONSOLIDATED ELECTRICAL DIST.	684.38
096326	09/13/2010	CARIE CRUZ	140.00
096327	09/13/2010	DANA POINT FUEL DOCK	56.09
096328	09/13/2010	ELLE DUBOIS	13.00
096329	09/13/2010	OFFICEMAX CONTRACT INC.	5,701.80
096330	09/13/2010	DAIRY DEPOT	33.00
096331	09/13/2010	SAN DIEGO GAS & ELECTRIC	32,237.29
096332	09/13/2010	SOUTHERN CALIFORNIA EDISON CO.	92.70
096333	09/13/2010	SOUTHERN CALIFORNIA GAS CO.	19.32
096334	09/13/2010	AT&T	224.93
096335	09/13/2010	AT&T	5,915.47
096336	09/13/2010	AT&T	11.63
096337	09/13/2010	AT&T	11.43
096338	09/13/2010	AT&T	.71
096339	09/14/2010	RICOH AMERICAS CORPORATION	65.04
096340	09/14/2010	XEROX CORP.	592.69
096341	09/14/2010	AMERICAN SCIENCE & SURPLUS	80.65
		Unpaid Sales Tax	6.10
		Expensed Amount	86.75
096342	09/14/2010	APPLE COMPUTER INC.	188.00
		Unpaid Sales Tax	16.45
		Expensed Amount	204.45
096343	09/14/2010	ATLANTA THREAD & SUPPLY CO.	172.39
		Unpaid Sales Tax	14.04
		Expensed Amount	186.43
096344	09/14/2010	BEE MAN	99.00
096345	09/14/2010	CLARK SECURITY PRODUCTS INC.	1,611.68
096346	09/14/2010	COMMUNITY COLLEGE LEAGUE OF CALIFORNIA/CCCAA	36,809.80
096347	09/14/2010	COX COMMUNICATIONS	4,277.86
096348	09/14/2010	CARIE CRUZ	70.00
096349	09/14/2010	EWING IRRIGATION PRODUCTS	202.12
096350	09/14/2010	FISHER SCIENTIFIC	368.28
096351	09/14/2010	SHELL FLEET CARD SERVICES PROCESSING CENTER	1,754.89
096352	09/14/2010	DANIEL SMITH, INC.	689.67
		Unpaid Sales Tax	60.34
		Expensed Amount	750.01
096353	09/14/2010	CITY OF IRVINE	787.50
096354	09/14/2010	RPM CONSULTANT GROUP	2,458.50
096355	09/15/2010	APPLE COMPUTER INC.	1,307.95
096356	09/15/2010	ASIVC	2,250.00
096357	09/15/2010	BLUE HAZE ENTERTAINMENT	558.75

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Checks Dated 09/08/2010 through 10/05/2010

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Check Number	Check Date	Pay to the Order of	Check Amount
096358	09/15/2010	CA COMMERCIAL LIGHTING SUPPLY	1,095.66
096359	09/15/2010	CAPT BUSINESS OFFICE	193.00
096360	09/15/2010	CAROLINA BIOLOGICAL SUPPLY	45.51
096361	09/15/2010	CHEFS' TOYS	76.99
096362	09/15/2010	COAST FITNESS REPAIR SHOP	95.00
096363	09/15/2010	W. MIKE DALE LAB TECHNICIAN	13.03
096364	09/15/2010	DELL MARKETING L.P. C/O DELL USA L.P.	413.20
096365	09/15/2010	SPARKLETTES	75.36
096366	09/15/2010	DYNAMIC TEST SYSTEMS, INC.	315.51
096367	09/15/2010	ECOLAB PROFESSIONAL PRODUCTS	138.33
096368	09/15/2010	SHANNON FASELER	19.47
096369	09/15/2010	FEDERAL EXPRESS	65.13
096370	09/15/2010	JOHN FELLNER	30.00
096371	09/15/2010	J.W. PEPPER & SON, INC.	909.63
096372	09/15/2010	PIP PRINTING	972.19
096373	09/15/2010	PITNEY BOWES INC.	365.12
096374	09/15/2010	POWER FORD TUSTIN	133.99
096375	09/15/2010	PRAXAIR	17.66
096376	09/15/2010	PYRO-COMM SYSTEMS	792.50
096377	09/15/2010	QUEST DIAGNOSTICS	242.77
096378	09/15/2010	ANA RAMIREZ	50.00
096379	09/15/2010	REALVOLLEYBALL.COM	1,452.56
096380	09/15/2010	REFRIGERATION SUPPLIES DIST.	827.38
096381	09/15/2010	RICOH AMERICAS CORPORATION	52.27
096382	09/15/2010	THE RP GROUP	350.00
096383	09/15/2010	JAMES L. RYNNING	500.00
096384	09/15/2010	SCIENCE KIT, INC.	343.91
096385	09/15/2010	JARED SCOTT	90.00
096386	09/15/2010	SEHI PROCOMP COMPUTER PRODUCTS	1,286.32
096387	09/15/2010	SO. ORANGE CO. COMM. COL. DIST	2,008.00
096388	09/15/2010	SPECTRUM CHEMICAL MFG. CORP.	17.19
096389	09/15/2010	SYMPPLICITY CORPORATION	4,000.00
096390	09/15/2010	TOPLINE CONSTRUCTION	2,370.00
096391	09/15/2010	TRUSTWAVE	675.00
096392	09/15/2010	TUSTIN LOCK & SAFE	68.54
096393	09/15/2010	U.S. PLASTICS COMPANY	546.57
		Unpaid Sales Tax	38.15
		Expensed Amount	584.72
096394	09/15/2010	UNISOURCE WORLDWIDE INC.	578.55
096395	09/15/2010	UNITED SITE SERVICES OF CALIFORNIA, INC.	280.49
096396	09/15/2010	USB FIREWIRE	490.00
		Unpaid Sales Tax	42.88
		Expensed Amount	532.88
096397	09/15/2010	VEOLIA ES TECHNICAL SOLUTIONS, LLC	5,488.04
096398	09/15/2010	VISTA PAINT CORPORATE OFFICE	606.14
096399	09/15/2010	VWR INTERNATIONAL, INC.	5,683.12
096400	09/15/2010	WALTERS WHOLESALE ELECTRIC	930.03
096401	09/15/2010	WARE DISPOSAL CO., INC.	1,725.80
096402	09/15/2010	WAXIE	870.90
096403	09/15/2010	WEEMS & PLATH	269.10
		Unpaid Sales Tax	21.31
		Expensed Amount	290.41
096404	09/15/2010	WESTERN EXTERMINATOR COMPANY	895.00
096405	09/15/2010	WHITE CAP INDUSTRIES	11,418.44
096406	09/15/2010	WIRED PLANET	187.50

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096407	09/15/2010	WORTHINGTON DIRECT	1,373.77
		Unpaid Sales Tax	107.09
		Expensed Amount	1,480.86
096408	09/16/2010	ACSIG/EDGE	129,842.20
096409	09/16/2010	ACSIG/EDGE	43,534.26
096410	09/16/2010	HYATT LEGAL	6,710.80
096411	09/16/2010	MOULTON-NIGUEL WATER DIST.	12,022.21
096412	09/16/2010	PACIFICARE BEHAVIORAL HEALTH	3,155.88
096413	09/16/2010	PRUDENTIAL INSURANCE COMPANY OF AMERICA	26,862.34
096414	09/16/2010	PRUDENTIAL INSURANCE COMPANY OF AMERICA	14,882.50
096415	09/16/2010	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	1,059,655.00
096416	09/16/2010	SISC III COBRA ADMINISTRATION	1,623.02
096417	09/16/2010	MATT SUAREZ	53.30
096418	09/16/2010	UNUM LIFE INSURANCE COMPANY	1,337.70
096419	09/16/2010	UNUM LIFE INSURANCE COMPANY	3,216.60
096420	09/16/2010	AMERICAN COOLING TOWER INC.	10,006.38
096421	09/16/2010	GARY BARNAK	16,500.00
096422	09/16/2010	BIO-RAD LABORATORIES, INC. LIFE SCIENCE GROUP	909.80
096423	09/16/2010	NANCY BRACKEN	500.00
096424	09/16/2010	CAROLINA BIOLOGICAL SUPPLY	103.86
096425	09/16/2010	COAST LEARNING SYSTEMS	1,640.00
096426	09/16/2010	MIKE COLLINS	1,000.00
096427	09/16/2010	COMMUNITY COLLEGE LEAGUE OF CALIFORNIA/CCCAA	4,100.00
096428	09/16/2010	STEVE DAHL dba STEVE DAHL & ASSOC., INC.	9,000.00
096429	09/16/2010	DIVERSIFIED BUSINESS SERVICES	934.59
096430	09/16/2010	EDMONDS COMMUNITY COLLEGE	22,605.76
096431	09/16/2010	RON ELLISON	500.00
096432	09/16/2010	ESSENCE ENTERTAINMENT	968.00
096433	09/16/2010	FEDERAL EXPRESS	265.81
096434	09/16/2010	SAMUEL FRENCH	1,050.00
096435	09/16/2010	ACSIG/EDGE	3,951.67
096436	09/16/2010	ACSIG/EDGE	13,664.04
096437	09/16/2010	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	232,080.00
096438	09/16/2010	ACBO	85.00
096439	09/16/2010	CCCCIO	315.00
096440	09/16/2010	CCCEOPSA CERRITOS COLLEGE	50.00
096441	09/16/2010	CCCEOPSA CERRITOS COLLEGE	50.00
096442	09/16/2010	CCCEOPSA CERRITOS COLLEGE	50.00
096443	09/16/2010	CCCEOPSA CERRITOS COLLEGE	50.00
096444	09/16/2010	JOHN LICITRA	40.00
096445	09/16/2010	ROBIN ROGERS-CLOUD	500.00
096446	09/16/2010	THE RP GROUP	375.00
096447	09/16/2010	JAN VENTURA	1,000.00
096448	09/16/2010	ADORAMA CAMERA	395.65
		Unpaid Sales Tax	31.47
		Expensed Amount	427.12
096449	09/16/2010	JULIE ANDERSON	10.38
096450	09/16/2010	DANA POINT YACHT MAINTENANCE	41.90
096451	09/16/2010	DATAMAX O'NEIL	732.09
096452	09/16/2010	SAMUEL FRENCH	1,446.00
096453	09/16/2010	FREY SCIENTIFIC	48.81
096454	09/16/2010	ASI	5,269.76
096455	09/16/2010	BLACKBOARD INC.	109.38
096456	09/16/2010	CDW GOVERNMENT, INC.	2,857.82

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096457	09/16/2010	CLARK SECURITY PRODUCTS INC.	57.20
096458	09/16/2010	CONTROL MAINTENANCE & REPAIR INC.	2,687.50
096459	09/16/2010	DATALINK CORPORATION	38,428.00
096460	09/16/2010	DELL MARKETING L.P. C/O DELL USA L.P.	5,916.50
096461	09/16/2010	FLOOR TECH GROUP	5,964.00
096462	09/16/2010	gkkworks	12,107.52
096463	09/16/2010	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.	7,830.00
096464	09/16/2010	JACKSON, DE MARCO, TIDUS, & PE	48,263.34
096465	09/16/2010	JANUS CORPORATION	6,555.00
096466	09/16/2010	MC CARTHY BUILDING COMPANIES	3,600.00
096467	09/16/2010	NEUDESIC, LLC	2,464.00
096468	09/16/2010	NIMBLE CONSULTING	5,875.00
096469	09/16/2010	PJHM ARCHITECTS	2,696.57
096470	09/16/2010	RJT COMPUQUEST	6,930.00
096471	09/16/2010	TECTA AMERICA SOUTHERN CALIFORNIA, INC.	12,600.00
096472	09/16/2010	UNITED SITE SERVICES OF CALIFORNIA, INC.	726.94
096473	09/16/2010	GEOLOGICAL SOCIETY OF AMERICA	105.00
		Unpaid Sales Tax	8.75
		Expensed Amount	113.75
096474	09/16/2010	GOLF VENTURES WEST	1,179.92
096475	09/16/2010	GRACE TRAINING SUPPLY	571.65
		Unpaid Sales Tax	43.84
		Expensed Amount	615.49
096476	09/16/2010	HARDY DIAGNOSTICS	6,808.59
096477	09/16/2010	HIGHER ONE INC.	104.00
096478	09/16/2010	HILLYARD FLOOR CARE SUPPLY HILLYARD/LOS ANGELES	70.16
096479	09/16/2010	HIRSCH PIPE & SUPPLY	515.34
096480	09/16/2010	HITT MARKING DEVICES, INC.	47.74
096481	09/16/2010	MARC HUGHSTON	30.00
096482	09/16/2010	BILL JAY	138.42
096483	09/16/2010	JIM'S MUSIC CENTER, INC.	764.87
096484	09/16/2010	KNOX COMPANY	113.10
096485	09/16/2010	LAB SAFETY SUPPLY CO. ACCT # 5252156	287.35
096486	09/16/2010	LAGUNA CLAY CO.	626.41
096487	09/16/2010	FOREST LAKE EDUCATION MANAGEMENT	15,335.25
096488	09/16/2010	LIEBERT CASSIDY WHITMORE	12,804.89
096489	09/16/2010	LINKS SIGN LANGUAGE INTERPRETING SERVICES	316.00
096490	09/16/2010	LOOMIS, FARGO & CO., INC	609.37
096491	09/16/2010	MACIAS, GINI & COMPANY LLP	5,155.00
096492	09/16/2010	MC KESSON MEDICAL SURGICAL	376.87
096493	09/16/2010	MICRO CENTER A/R	32.61
096494	09/16/2010	MONTGOMERY HARDWARE	5,529.83
096495	09/16/2010	ORANGE CO. FARM SUPPLY	1,000.00
096496	09/16/2010	OC REGISTER COMMERCIAL BILLING	4,000.00
096497	09/16/2010	ORKIN EXTERMINATING	302.75
096498	09/20/2010	ROCKVIEW FARMS	336.54
096499	09/20/2010	AT&T	10.14
096500	09/20/2010	SOUTHERN CALIFORNIA EDISON CO.	2,888.60
096501	09/20/2010	SOUTHERN CALIFORNIA EDISON CO.	12,749.05
096502	09/20/2010	SOUTHERN CALIFORNIA EDISON CO.	34,290.90
096503	09/20/2010	SOUTHERN CALIFORNIA GAS CO.	7,892.22
096504	09/20/2010	XEROX CORP.	393.06
096505	09/20/2010	PACIFIC SOD	635.81
096506	09/20/2010	PORTLAND COMMUNITY COLLEGE	17,302.14

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096507	09/20/2010	PSI-PAYPHONE STATIONS INNOVAT.	585.00
096508	09/20/2010	RICOH AMERICAS CORPORATION	12.51
096509	09/20/2010	SARGENT-WELCH LLC VWR INTERNATIONAL	17.23
096510	09/20/2010	STRATA INFORMATION GROUP	6,215.00
096511	09/20/2010	U.S. DATA TRUST CORPORATION	4,614.00
096512	09/20/2010	VWR INTERNATIONAL, INC.	267.27
096513	09/21/2010	AT&T	56.14
096514	09/21/2010	VERIZON	172.19
096515	09/21/2010	AACRAO MEMBERSHIP	1,015.00
096516	09/21/2010	AARDVARK CLAY AND SUPPLIES	1,902.20
096517	09/21/2010	ACCUVANT INC.	15,360.00
096518	09/21/2010	ADN DIRECTORS OF SO. CAL. % DR. DIANE MOREY	100.00
096519	09/21/2010	AIRGAS WEST	115.41
096520	09/21/2010	LEE ARMSTRONG CO., INC.	11,590.00
096521	09/21/2010	AURORA ENTERPRISES	1,215.81
096522	09/21/2010	B & H PHOTO	898.20
		Unpaid Sales Tax	78.59
		Expensed Amount	976.79
096523	09/21/2010	BLICK ART MATERIALS	541.78
096524	09/21/2010	BRIDGES TRANSITIONS, CO. BANK OF AMERICA	1,700.00
096525	09/21/2010	CAPT BUSINESS OFFICE	216.00
096526	09/21/2010	CCCCSSAA BRUCE PATT	300.00
096527	09/21/2010	CHAMPION CHEMICAL CO.	1,334.58
096528	09/21/2010	COACH AMERICA	837.50
096529	09/21/2010	COLLEGE BOARD ACCUPLACER DEPT.	155.00
096530	09/21/2010	CONSTANT CONTACT	252.00
096531	09/21/2010	THE CONTAINER STORE	134.11
096532	09/21/2010	GINA CRONE	700.00
096533	09/21/2010	JOHN DEERE LANDSCAPES, INC.	83.47
096534	09/21/2010	DISPENSING SOLUTIONS, INC.	186.34
096535	09/21/2010	DUNN-EDWARDS CORPORATION	812.37
096536	09/21/2010	EBERHARD EQUIPMENT	2,784.00
096537	09/21/2010	ARNETTE EDWARDS	180.00
096538	09/21/2010	FERGUSON ENTERPRISES INC #1350	911.12
096539	09/21/2010	OFFICEMAX CONTRACT INC.	5,268.45
096540	09/22/2010	CITY OF TUSTIN ATTN: CITY MANAGER'S OFFICE	550.00
096541	09/22/2010	PARTS EXPRESS	327.85
		Unpaid Sales Tax	27.56
		Expensed Amount	355.41
096542	09/22/2010	LILIANN PEREZ-STROUD	360.00
096543	09/22/2010	PERFECT INTERVIEW LLC	999.95
096544	09/22/2010	PHOENIX GROUP	1,878.00
096545	09/22/2010	PIONEER STATIONERS	73.82
096546	09/22/2010	QUEZADA PRO LANDSCAPE, INC.	4,110.00
096547	09/22/2010	R2A ARCHITECTURE	7,708.30
096548	09/22/2010	REFRIGERATION SUPPLIES DIST.	707.78
096549	09/22/2010	JOHN RICHARDS	23.06
096550	09/22/2010	RIO GRANDE ALBUQUERQUE THE BELL GROUP	952.92
		Unpaid Sales Tax	82.66
		Expensed Amount	1,035.58
096551	09/22/2010	S & B FOODS CATERING DIVISION	150.08
096552	09/22/2010	SAFEWAY INC/PAVILIONS	433.84
096553	09/22/2010	SAMY'S CAMERA	750.37
096554	09/22/2010	SARGENT-WELCH LLC VWR INTERNATIONAL	51.20

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096555	09/22/2010	SCIENCE KIT, INC.	5.05
096556	09/22/2010	SEHI PROCOMP COMPUTER PRODUCTS	291.48
096557	09/22/2010	SHATTINGER MUSIC	1,251.82
096558	09/22/2010	SHRED-IT CAMPO ENTERPRISES, INC.	80.00
096559	09/22/2010	SIGMA ALDRICH CHEMICAL CO.	126.20
096560	09/22/2010	RAJBIR SINGH	91.00
096561	09/22/2010	SMART LEVELS MEDIA	275.88
096562	09/22/2010	SPECTRUM CHEMICAL MFG. CORP.	253.21
096563	09/22/2010	SPORTS UNLIMITED	287.10
096564	09/22/2010	AMY SUPINGER dba SUPINGER STRATEGIES	1,650.00
096565	09/22/2010	TERMITE TERRY PEST CONTROL	150.00
096566	09/22/2010	TOMARK SPORTS, INC.	940.00
096567	09/22/2010	TOTALLY CHOCOLATE	2,983.16
		Unpaid Sales Tax	253.31
		Expensed Amount	3,236.47
096568	09/22/2010	TRANE	238.80
096569	09/22/2010	TREESMITH ENTERPRISES, INC.	1,400.00
096570	09/22/2010	TUTTLE-CLICK FORD	79.44
096571	09/22/2010	UNITED INTERIORS	1,056.89
096572	09/22/2010	UNITED RENTALS	410.27
096573	09/22/2010	JUDY VALENZUELA	120.00
096574	09/22/2010	VSA, Inc.	865.65
096575	09/22/2010	VWR INTERNATIONAL, INC.	195.76
096576	09/22/2010	WARD'S NATURAL SCIENCE	109.40
096577	09/22/2010	WAXIE	186.62
096578	09/22/2010	BETTY WILLIAMS PATTERN FUNDS JOY EMERY, COMM'L PATTERN ARCH	220.00
096579	09/22/2010	AIR	125.00
096580	09/22/2010	AMERICAN UNDERGROUND, INC.	5,826.00
096581	09/22/2010	AMTECH ELEVATOR SERVICES	1,800.55
096582	09/22/2010	ARAMARK UNIFORM SERVICES	71.82
096583	09/22/2010	ARAMARK UNIFORM SERVICES	38.32
096584	09/22/2010	ATKINSON, ANDELSON, LOYA, RUUD	32,473.10
096585	09/22/2010	MATT BRODET	34.65
096586	09/22/2010	CAIS	271.88
096587	09/22/2010	CAPT BUSINESS OFFICE	51.00
096588	09/22/2010	CAROLINA BIOLOGICAL SUPPLY	34.08
096589	09/22/2010	CLARK SECURITY PRODUCTS INC.	3,892.17
096590	09/22/2010	COLLEGE BOARD ATTN: ACCTS. RECEIVABLE	17,811.00
096591	09/22/2010	JANE L. COLLIER	180.00
096592	09/22/2010	CONNECT AIR INTERNATIONAL, INC	365.07
096593	09/22/2010	COX COMMUNICATIONS	4,111.10
096594	09/22/2010	CAROL DANNA	52.00
096595	09/22/2010	DELL MARKETING L.P. C/O DELL USA L.P.	1,114.15
096596	09/22/2010	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE, CASHIERING	248.00
096597	09/22/2010	DISPLAYS 2GO	117.27
		Unpaid Sales Tax	8.51
		Expensed Amount	125.78
096598	09/22/2010	DIVERSIFIED BUSINESS SERVICES	251.43
096599	09/22/2010	EDUCATIONAL MUSIC SERVICE	1,059.32
096600	09/22/2010	ARNETTE EDWARDS	180.00
096601	09/22/2010	EIGER SPORTS WEAR	3,148.00
		Unpaid Sales Tax	273.00
		Expensed Amount	3,421.00

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096602	09/22/2010	ENTERTAINMENT PARTNERS	396.00
096603	09/22/2010	FISHER SCIENTIFIC	4,456.05
096604	09/22/2010	DANIEL SMITH, INC.	11.86
		Unpaid Sales Tax	1.04
		Expensed Amount	12.90
096605	09/23/2010	ACBO	85.00
096606	09/23/2010	2010 CONVENTION FUND CAMLT 2010 ANNUAL MEETING	265.00
096607	09/23/2010	YOLANDA GOULDSMITH	35.00
096608	09/23/2010	ESTER GRAHAM	173.67
096609	09/23/2010	RUSSELL HAMILTON	99.89
096610	09/23/2010	STEVE LEE	35.00
096611	09/23/2010	TEDDI LORCH	175.98
096612	09/23/2010	LARRY RADDEN	417.52
096613	09/23/2010	THE RP GROUP	375.00
096614	09/23/2010	PARISA SOLTANI	90.91
096615	09/23/2010	FAWN TANRIVERDI	35.00
096616	09/23/2010	AdvanceTek	6,800.00
096617	09/23/2010	ANDERSEN'S DOOR SERVICE, INC.	2,698.67
096618	09/23/2010	BEACH PAVING, INC.	5,050.00
096619	09/23/2010	BRENNER-FIEDLER & ASSOC., INC.	1,007.79
096620	09/23/2010	CATALYST CONSULTING	9,315.00
096621	09/23/2010	DIV. OF THE STATE ARCHITECT STATE OF CALIFORNIA	4,400.00
096622	09/23/2010	ESCAPE TECHNOLOGY, INC.	250.00
096623	09/23/2010	FAST TRAX BOBCAT SERVICES	4,275.00
096624	09/23/2010	IRVINE PIPE & SUPPLY	133.61
096625	09/23/2010	JOYCE INSPECTION & TESTING	5,904.00
096626	09/23/2010	LCS CONSTRUCTORS, INC.	1,898.00
096627	09/23/2010	LIEBERT CORPORATION	1,009.17
096628	09/23/2010	MAC FARLANE ELECTRIC	5,850.00
096629	09/23/2010	MC CARTHY BUILDING COMPANIES	61,202.00
096630	09/23/2010	MOBILE MODULAR MGMT. CORP.	49,284.26
096631	09/23/2010	NEUDESIC, LLC	56,994.00
096632	09/23/2010	PB AMERICAS, INC.	2,497.06
096633	09/23/2010	PUBLIC ECONOMICS, INC.	6,072.56
096634	09/23/2010	R2A ARCHITECTURE	143,139.35
096635	09/23/2010	THE M.S. ROUSE COMPANY, INC. % MR. MARK ROUSE	3,900.00
096636	09/23/2010	RR SYSTEMS, INC.	962.00
096637	09/24/2010	ARROWHEAD DRINKING WATER	26.75
096638	09/24/2010	NANCY N. BESSETTE	54.27
096639	09/24/2010	BEST BLANKS	1,037.00
		Unpaid Sales Tax	84.61
		Expensed Amount	1,121.61
096640	09/24/2010	BJB ENTERPRISES, INC.	361.81
096641	09/24/2010	BLICK ART MATERIALS	65.90
096642	09/24/2010	THE BLIND FACTORY	225.00
096643	09/24/2010	NANCY BRACKEN	2,000.00
096644	09/24/2010	FOUNDATION FOR CCC PURCHASING ATTN: STEVE TUCK,	171,104.00
096645	09/24/2010	CAROLINA BIOLOGICAL SUPPLY	86.36
096646	09/24/2010	CINTAS CORPORATION	53.58
096647	09/24/2010	COACH AMERICA	5,602.80
096648	09/24/2010	CPP, INC. DAVIES-BLACK PUBLISHING	195.00
096649	09/24/2010	FREEWAY AUTO SUPPLY	70.68
096650	09/24/2010	OFFICEMAX CONTRACT INC.	5,373.28

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

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Board Report

Checks Dated 09/08/2010 through 10/05/2010 Board Meeting Date 10/25/10

Check Number	Check Date	Pay to the Order of	Check Amount
096651	09/24/2010	OFFICEMAX CONTRACT INC.	128.56
096652	09/27/2010	ROYLEEN WHITE	9,475.00
096653	09/27/2010	XEROX CORP.	4,770.03
096654	09/27/2010	CITY OF IRVINE IRVINE COMMUNITY ALLIANCE FUND	1,000.00
096655	09/27/2010	IRVINE HIGH SCHOOL ATTN: CITADEL YEARBOOK	170.00
096656	09/27/2010	CORNER BAKERY CAFE STORE #219	297.09
096657	09/27/2010	XEROX CORP.	205.93
096658	09/27/2010	JACKSON, DE MARCO, TIDUS, & PE	4,159.16
096659	09/27/2010	AARDVARK CLAY AND SUPPLIES	1,703.03
096660	09/27/2010	ACADEMIC SENATE FOR COMMUNITY COLLEGES	3,682.24
096661	09/27/2010	BP ENERGY COMPANY BANK OF AMERICA, % REMITTANCE	52,109.10
096662	09/27/2010	C & H DISTRIBUTORS, INC.	11.97
096663	09/27/2010	CULLIGAN	2.75
096664	09/27/2010	DISCOUNT SCHOOL SUPPLY	90.33
096665	09/27/2010	MARGARET DUNSMORE	139.85
096666	09/27/2010	KATHERINE S. MEYER-CANALES	18.47
096667	09/27/2010	DANIEL SMITH, INC.	331.02
		Unpaid Sales Tax	28.97
		Expensed Amount	359.99
096668	09/27/2010	LEE ARMSTRONG CO., INC.	2,200.00
096669	09/27/2010	BRAND ATHLETICS	2,437.44
096670	09/27/2010	BUDDY'S ALL STARS	45.68
096671	09/27/2010	C & H DISTRIBUTORS, INC.	24.78
096672	09/27/2010	CAPT BUSINESS OFFICE	175.49
096673	09/27/2010	CHEF WORKS, INC.	300.98
096674	09/27/2010	CONSTRUCTION HARDWARE	9,690.72
096675	09/27/2010	COUTTS LIBRARY SERVICES, INC.	379.99
096676	09/27/2010	CARIE CRUZ	70.00
096677	09/27/2010	JOHN DEERE LANDSCAPES, INC.	6,216.12
096678	09/27/2010	DIVERSIFIED BUSINESS SERVICES	894.86
096679	09/27/2010	EBERHARD EQUIPMENT	913.50
096680	09/27/2010	ENCO MANUFACTURING CO.	1,758.36
096681	09/27/2010	FREEWAY AUTO SUPPLY	97.53
096682	09/27/2010	DANIEL SMITH, INC.	89.85
		Unpaid Sales Tax	7.86
		Expensed Amount	97.71
096683	09/28/2010	AT&T	27.30
096684	09/28/2010	AT&T	11.50
096685	09/28/2010	AT&T	32.09
096686	09/28/2010	AT&T	546.53
096687	09/28/2010	AT&T	444.75
096688	09/28/2010	AT&T	1,757.75
096689	09/28/2010	SOUTHERN CALIFORNIA GAS CO.	1,254.49
096690	09/28/2010	SOUTHERN CALIFORNIA GAS CO.	4,627.98
096691	09/28/2010	SOUTHERN CALIFORNIA GAS CO.	30.57
096692	09/28/2010	XEROX CORP.	147.08
096693	09/28/2010	PENGUIN GROUP (USA) ATTN: LAUREN DESIMONE 5TH FLR	1,318.00
		Unpaid Sales Tax	111.56
		Expensed Amount	1,429.56
096694	09/28/2010	CENTAR INDUSTRIES INCORPORATED	214.78
096695	09/28/2010	CHEVRON AND TEXACO BUSINESS CARD SERVICES	608.79

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Checks Dated 09/08/2010 through 10/05/2010

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Check Number	Check Date	Pay to the Order of	Check Amount
096696	09/28/2010	CONSOLIDATED ELECTRICAL DIST.	73.05
096697	09/28/2010	JOHN DEERE LANDSCAPES, INC.	722.06
096698	09/28/2010	FEDERAL EXPRESS	105.54
096699	09/28/2010	FISHER SCIENTIFIC	6,135.42
096700	09/28/2010	OFFICEMAX CONTRACT INC.	4,412.40
096701	09/29/2010	PACIFIC COAST BUILDING SPECIALTIES, INC.	1,687.60
096702	09/29/2010	PACIFIC COLOR PRINTING	369.75
096703	09/29/2010	PARADISE BAKERY-MISSION VIEJO	147.84
096704	09/29/2010	PARKWAY LAWNMOWER SHOP	1,549.07
096705	09/29/2010	PASCO SCIENTIFIC	452.92
096706	09/29/2010	PBS DISTRIBUTION, LLC	84.06
096707	09/29/2010	J.W. PEPPER & SON, INC.	161.97
096708	09/29/2010	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	464.00
096709	09/29/2010	POWERTRON BATTERY CO.	228.15
096710	09/29/2010	PRAXAIR	104.78
096711	09/29/2010	PURETEC	494.10
096712	09/29/2010	QUARTERMASTER	427.37
096713	09/29/2010	QUEST DIAGNOSTICS	504.25
096714	09/29/2010	TONI RAWLINS	20.63
096715	09/29/2010	REALVOLLEYBALL.COM	6,171.99
096716	09/29/2010	RICOH AMERICAS CORPORATION	5.70
096717	09/29/2010	RIO GRANDE ALBUQUERQUE THE BELL GROUP	480.59
		Unpaid Sales Tax	39.97
		Expensed Amount	520.56
096718	09/29/2010	SADDLEBACK VALLEY UNIFIED SCHOOL DISTRICT	268.80
096719	09/29/2010	SADDLEBACK VALLEY UNIFIED SCHOOL DISTRICT	268.80
096720	09/29/2010	SADDLEBACK VALLEY UNIFIED SCHOOL DISTRICT	268.80
096721	09/29/2010	SARGENT-WELCH LLC VWR INTERNATIONAL	68.30
096722	09/29/2010	FHEG - SADDLEBACK BOOKSTORE STORE 296 M.A. 2964310	200.00
096723	09/29/2010	THE SCIENCE FAIR	392.25
		Unpaid Sales Tax	34.32
		Expensed Amount	426.57
096724	09/29/2010	SECURE LIVE SCAN	60.00
096725	09/29/2010	SEW TRUE SUPPLY	447.30
096726	09/29/2010	SHAREPOINT EXPERTS, INC.	509.40
096727	09/29/2010	SHRED-IT CAMPO ENTERPRISES, INC.	140.00
096728	09/29/2010	SIEMENS WATER TECHNOLOGIES	189.40
096729	09/29/2010	RUSSELL SIGLER, INC.	524.08
096730	09/29/2010	SIGMA ALDRICH CHEMICAL CO.	1,133.46
096731	09/29/2010	JAMIE SMITH	218.07
096732	09/29/2010	SO. ORANGE CO. COMM. COL.DIST	175.00
096733	09/29/2010	SOCCER CENTRAL	1,579.05
096734	09/29/2010	SPECTRUM INDUSTRIES, INC.	1,333.83
096735	09/29/2010	THE TAUNTON PRESS	145.30
		Unpaid Sales Tax	12.24
		Expensed Amount	157.54
096736	09/29/2010	TECHNICAL INSTRUMENTS	170.00
096737	09/29/2010	TOPLINE CONSTRUCTION	3,200.00
096738	09/29/2010	TOWN & COUNTRY GLASS	547.00
096739	09/29/2010	TRI-AD	1,930.29
096740	09/29/2010	ULINE ATTN: ACCOUNTS RECEIVABLE	116.96
096741	09/29/2010	UNISOURCE WORLDWIDE INC.	1,019.53
096742	09/29/2010	UNITED NUCLEAR SCIENTIFIC SUPPLIES	258.95

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Check Number	Check Date	Pay to the Order of	Check Amount
		Unpaid Sales Tax	20.65
		Expensed Amount	279.60
096743	09/29/2010	LUIS MAURICIO VASQUEZ	875.00
096744	09/29/2010	VFGADGETS.COM	570.00
		Unpaid Sales Tax	47.25
		Expensed Amount	617.25
096745	09/29/2010	VWR INTERNATIONAL, INC.	844.88
096746	09/29/2010	WALTERS WHOLESale ELECTRIC	2,020.79
096747	09/29/2010	WARE DISPOSAL CO., INC.	9,245.00
096748	09/29/2010	WESTERSKOV, VICTORIA	27.00
096749	09/29/2010	WHITE CAP INDUSTRIES	1,713.43
096750	09/29/2010	WILKENS-ANDERSON COMPANY	227.06
		Unpaid Sales Tax	18.54
		Expensed Amount	245.60
096751	09/29/2010	ZEEMAN CORPORATION	349.45
		Unpaid Sales Tax	27.34
		Expensed Amount	376.79
096752	09/29/2010	FHEG IVC BOOKSTORE STORE NO 895 M.A.709	20,429.50
096753	09/29/2010	FHEG IVC BOOKSTORE STORE NO 895 M.A.739	1,297.95
096754	09/29/2010	AERA ENGINE REBUILDERS ASSN.	221.00
096755	09/29/2010	AIRGAS WEST	113.51
096756	09/29/2010	JULIE ANDERSON	24.46
096757	09/29/2010	CAROLINA BIOLOGICAL SUPPLY	76.84
096758	09/29/2010	ESSENCE ENTERTAINMENT	2,310.00
096759	09/29/2010	FEDERAL EXPRESS	61.76
096760	09/29/2010	TINA FREELAND, PHD	507.66
096761	09/29/2010	OFFICEMAX CONTRACT INC.	4,412.40
096762	09/30/2010	VERIZON	422.61
096763	09/30/2010	DAVID E. ANDERSON, JR.	51.75
096764	09/30/2010	GOLF VENTURES WEST	168.42
096765	09/30/2010	EDWARD O. GOULD	177.00
096766	09/30/2010	GOVCONNECTION	130.34
096767	09/30/2010	W. W. GRAINGER	3,885.67
096768	09/30/2010	GRANICUS, INC.	1,075.00
096769	09/30/2010	DIANA GRAY	747.50
096770	09/30/2010	GREEN THUMB INTERNATIONAL	149.64
096771	09/30/2010	GREENLEIGH & WONG TECHNICAL SERVICE LLC	3,338.00
		Unpaid Sales Tax	21.79
		Expensed Amount	3,359.79
096772	09/30/2010	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.	1,150.00
096773	09/30/2010	HAITBRINK ASPHALT PAVING, INC.	8,850.00
096774	09/30/2010	HARDY DIAGNOSTICS	61.66
096775	09/30/2010	CAROL HILTON	133.50
096776	09/30/2010	HIRSCH PIPE & SUPPLY	907.31
096777	09/30/2010	HITT MARKING DEVICES, INC.	131.59
096778	09/30/2010	HOME DEPOT CREDIT SERVICES	3,649.06
096779	09/30/2010	HONORS TRANSFER COUNCIL OF CA % KAY RYALS, DIRECTOR	90.00
096780	09/30/2010	HORIZON	2,434.92
096781	09/30/2010	HOTSY OF SOUTHERN CALIFORNIA	704.30
096782	09/30/2010	BETTY G. INCLAN	324.62
096783	09/30/2010	INSIGHT MEDIA	1,287.90

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Check Number	Check Date	Pay to the Order of	Check Amount
		Unpaid Sales Tax	166.31
		Expensed Amount	1,454.21
096784	09/30/2010	INTERIOR OFFICE SOLUTIONS	500.25
096785	09/30/2010	IRVINE RANCH WATER DIST.	15,225.84
096786	09/30/2010	BILL JAY	138.06
096787	09/30/2010	JIST WORKS, INC.	1,341.38
096788	09/30/2010	JOHNSTONE SUPPLY	387.74
096789	09/30/2010	JOURNEY EDUCATION MARKETING	489.38
096790	09/30/2010	DR. CRAIG JUSTICE	110.90
096791	09/30/2010	SHEKU KAMARA	15,000.00
096792	09/30/2010	MORITAKA KINA	660.00
096793	09/30/2010	KNORR SYSTEMS, INC.	18,274.00
096794	09/30/2010	KONICA MINOLTA BUSINESS SOLUTIONS U.S.A., INC.	761.79
096795	09/30/2010	MARK KRUHMIN	34.65
096796	09/30/2010	LAB SAFETY SUPPLY CO. ACCT # 5252156	314.93
096797	09/30/2010	LAGUNA WOODS VILLAGE POTTERS & SCULPTORS CLUB	1,176.00
096798	09/30/2010	FOREST LAKE EDUCATION MANAGEMENT	16,352.81
096799	09/30/2010	LASER SOURCE	1,650.83
096800	09/30/2010	LAURA'S INT PLANTSCAPE SERV	200.00
096801	09/30/2010	LAWNMOWERS ETC., LLC	283.93
096802	09/30/2010	LIFETIME MEMORY PRODUCTS, INC.	105.64
096803	09/30/2010	MAQUINSAL SEWING MACHINE CO.	402.44
096804	09/30/2010	KAESER & BLAIR, INC.	4,045.19
096805	09/30/2010	UNIVERSITY OF HAWAII	971.05
096806	09/30/2010	AMERICAN ASSOCIATION OF COMMUNITY COLLEGES	50.00
096807	09/30/2010	AMERICAN ASSOCIATION OF COMMUNITY COLLEGES (AACC)	75.00
096808	09/30/2010	2010 CONVENTION FUND CAMLT 2010 ANNUAL MEETING	190.00
096809	09/30/2010	ELIZABETH CIPRES	373.21
096810	09/30/2010	CIWEA	45.00
096811	09/30/2010	CAL STATE DOMINGUEZ HILLS DIV. OF EXTENDED EDUCATION	725.00
096812	09/30/2010	TAM DO	91.50
096813	09/30/2010	JORGE GUERRERO	35.00
096814	09/30/2010	LAERDAL MEDICAL CORPORATION	100.00
096815	09/30/2010	NAEYC % COMPUSYSTEMS, INC.	325.00
096816	09/30/2010	KEVIN O'CONNOR	356.98
096817	09/30/2010	OMNI SHOREHAM HOTEL	256.48
096818	09/30/2010	OMNI SHOREHAM HOTEL	256.48
096819	09/30/2010	OMNI SHOREHAM HOTEL	256.48
096820	09/30/2010	OMNI SHOREHAM HOTEL	256.48
096821	09/30/2010	OMNI SHOREHAM HOTEL	769.44
096822	09/30/2010	JUDI POHL	35.00
096823	09/30/2010	GLENN ROQUEMORE	108.00
096824	09/30/2010	THE RP GROUP	400.00
096825	09/30/2010	JOYCE SEMANIK	1,861.20
096826	09/30/2010	CARYN SUSSMAN	78.64
096827	09/30/2010	FAWN TANRIVERDI	120.58
096828	09/30/2010	UC REGENTS	5,550.00
096829	09/30/2010	AMY WHEELER	252.46
096830	09/30/2010	AFFILIATED COMPUTER SERVICES	175.80
096831	09/30/2010	ALLIED ELECTRONICS INC. ACCTS. RECEIVABLE DEPT.	261.23
096832	09/30/2010	AMER. PORTABLE STORAGE	4,984.31

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Checks Dated 09/08/2010 through 10/05/2010

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Check Number	Check Date	Pay to the Order of	Check Amount
096833	09/30/2010	BISHOP COMPANY	1,364.62
096834	09/30/2010	BLICK ART MATERIALS	410.64
096835	09/30/2010	BUY PC SUPPLIES, LLC	143.60
		Unpaid Sales Tax	12.56
		Expensed Amount	156.16
096836	09/30/2010	CCCCSSAA c/o BRUCE PATT	300.00
096837	09/30/2010	CLARK SECURITY PRODUCTS INC.	2,392.50
096838	09/30/2010	SUSAN M. COLEMAN DBA EDUCATION 4 WORK	10,000.00
096839	09/30/2010	DAD'S ROCK SHOP	200.49
		Unpaid Sales Tax	16.06
		Expensed Amount	216.55
096840	09/30/2010	EBSCO SUBSCRIPTION SERVICE	8,939.01
096841	09/30/2010	EMERGENCY MEDICAL PRODUCTS	79.72
096842	09/30/2010	ENCO MANUFACTURING CO.	45.45
096843	09/30/2010	AMERICAN GEOTECHNICAL	5,626.88
096844	09/30/2010	ARBORGATE CONSULTING, INC.	920.00
096845	09/30/2010	BLACKBOARD INC.	2,205.00
096846	09/30/2010	BRENNER-FIEDLER & ASSOC., INC.	7,724.71
096847	09/30/2010	DIRECT SYSTEMS SUPPORT	23,539.18
096848	09/30/2010	ENVIRON	930.15
096849	09/30/2010	gkkworks	11,545.20
096850	09/30/2010	HCTD, LLC c/o HUDSON CAPITAL, LLC	30,000.00
096851	09/30/2010	JOYCE INSPECTION & TESTING	6,560.00
096852	09/30/2010	LIEBERT CORPORATION	4,703.75
096853	09/30/2010	MC KENNA LONG & ALDRIDGE, LLP	1,800.00
096854	09/30/2010	NIMBLE CONSULTING	10,250.00
096855	09/30/2010	PARVO MEDICS, INC.	1,463.75
096856	09/30/2010	R2A ARCHITECTURE	2,378.81
096857	09/30/2010	RED STONE, INC	10,260.00
096858	09/30/2010	REPRO XPRESS	98.78
096859	09/30/2010	RGP PLANNING & DEVELOPMENT SERVICES	19,606.93
096860	09/30/2010	RJT COMPUQUEST	4,970.00
096861	09/30/2010	ZEISER KLING CONSULTANTS, INC.	4,953.85
096862	10/01/2010	BLICK ART MATERIALS	231.24
096863	10/01/2010	CAROLINA BIOLOGICAL SUPPLY	83.51
096864	10/01/2010	CLARK SECURITY PRODUCTS INC.	456.75
096865	10/01/2010	CROWN VALLEY MARKETPLACE	95.87
096866	10/01/2010	FISHER SCIENTIFIC	3,005.89
096867	10/04/2010	AIR SOURCE INDUSTRIES, INC.	112.22
096868	10/04/2010	ALLSTEEL INC.	3,016.20
096869	10/04/2010	AUTOMOTIVE ELECTRONICS SERVICES INC	100.35
096870	10/04/2010	CARD INTEGRATORS CORPORATION DBA: CI SOLUTIONS	2,085.00
096871	10/04/2010	CAROLINA BIOLOGICAL SUPPLY	483.66
096872	10/04/2010	CCCCSSAA c/o BRUCE PATT	300.00
096873	10/04/2010	FREEWAY AUTO SUPPLY	78.06
096874	10/04/2010	SAMUEL FRENCH	875.00
096875	10/04/2010	MAIN GRAPHICS	2,783.00
096876	10/04/2010	GoEngineer	2,392.50
096877	10/04/2010	F & E HEDMAN	450.00
096878	10/04/2010	MARK KRUHMIN	51.63
096879	10/04/2010	M & M BOYS, INC.	1,317.89
096880	10/04/2010	W.A. KRAPF, INC. dba MAGNATAG VISIBLE SYSTEMS	391.19

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Checks Dated 09/08/2010 through 10/05/2010

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Check Number	Check Date	Pay to the Order of	Check Amount
		Unpaid Sales Tax	31.41
		Expensed Amount	422.60
096881	10/04/2010	DAUNE MAIN	40.50
096882	10/04/2010	RACHEL MANDERS	26.66
096883	10/04/2010	MC CALLUM GROUP, INC.	1,000.00
096884	10/04/2010	J. F. McCAUGHIN CO.	1,273.74
096885	10/04/2010	J. M. MC CONKEY CO.	498.33
096886	10/04/2010	MC FADDEN-DALE INDUSTRIAL HARDWARE LLC	262.08
096887	10/04/2010	MC KESSON MEDICAL SURGICAL	3,825.00
096888	10/04/2010	McMASTER CARR SUPPLY CO.	60.47
096889	10/04/2010	MEDCO SUPPLY COMPANY	7,334.74
096890	10/04/2010	ADVANSTAR COMMUNICATIONS MEDICAL ECONOMICS	95.00
096891	10/04/2010	CLIFFORD MEYER AUTO TECH INSTRUCTOR	121.80
096892	10/04/2010	MICRO CENTER A/R	169.60
096893	10/04/2010	MARCIA MILCHIKER	46.99
096894	10/04/2010	MILLENNIUM BUSINESS SERVICES	799.10
096895	10/04/2010	SALLIE MILLER	120.00
096896	10/04/2010	MISSION PRINTING COMPANY	4,290.19
096897	10/04/2010	MONOPRICE, INC.	1,136.07
096898	10/04/2010	MOUSER ELECTRONICS	45.77
096899	10/04/2010	TIMOTHY MURPHY	120.00
096900	10/04/2010	NATIONAL ALLIANCE OF TWO YEAR COLLEGE ATHLETIC ADMINS.	100.00
096901	10/04/2010	NAT'L ASSO OF COLL/EMPLOYERS	400.00
096902	10/04/2010	NATIONAL COLLEGIATE HONORS COUNCIL (NCHC)	500.00
096903	10/04/2010	NAT'L SOCCER COACHES ASSOC. OF AMERICA	75.00
096904	10/04/2010	NEWBEGINNINGS, INC. CATERING DIVISION	560.61
096905	10/04/2010	NEXUS IS, INC.	209.67
096906	10/04/2010	NIELSEN, MERKSAMER, PARRINELLOMUELLER & NAYLOR, LLP	1,500.00
096907	10/04/2010	NU AGE DEVELOPMENT, INC.	4,095.00
096908	10/04/2010	MICHAEL O'MEARA	40.16
096909	10/04/2010	OAK CREEK GOLF CLUB	3,880.00
096910	10/04/2010	COUNTY OF ORANGE AUDITOR-CONTROLLER	8,763.00
096911	10/04/2010	COUNTY OF ORANGE AUDITOR-CONTROLLER	2,490.50
096912	10/04/2010	COUNTY OF ORANGE AUDITOR-CONTROLLER	9,966.50
096913	10/04/2010	COUNTY OF ORANGE AUDITOR-CONTROLLER	3,147.50
096914	10/04/2010	ORANGE CO. FARM SUPPLY	167.11
096915	10/04/2010	OC REGISTER COMMERCIAL BILLING	3,244.09
096916	10/04/2010	OCE-USA, INC.	1,151.05
096917	10/04/2010	OCE-IMAGISTICS	262.14
096918	10/04/2010	OCEANSIDE PHOTO & TELESCOPE	315.38
096919	10/04/2010	OCLC, INC. DEPT #34299	531.79
096920	10/04/2010	ONESOURCE DISTRIBUTORS, LLC	311.23
096921	10/04/2010	ORKIN INC.	765.00
096922	10/04/2010	ORKIN EXTERMINATING	1,027.75
096923	10/04/2010	ROTH CARNEY KNUDSEN LLP RICHARD D. ROTH, ESQ.	9,565.00
096924	10/04/2010	KAY RYALS	30.45
096925	10/04/2010	LOUIS SESSLER	168.50
096926	10/05/2010	AT & T MOBILITY	12.82
096927	10/05/2010	AT&T	36.51
096928	10/05/2010	AT&T	52.70
096929	10/05/2010	AT&T	52.70
096930	10/05/2010	AT&T	52.70
096931	10/05/2010	AT&T	319.09

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Checks Dated 09/08/2010 through 10/05/2010 Board Meeting Date 10/25/10

Check Number	Check Date	Pay to the Order of	Check Amount
096932	10/05/2010	AT&T	11.45
096933	10/05/2010	RICOH AMERICAS CORPORATION RICOH CUSTOMER FINANCE CORP.	70.68
096934	10/05/2010	SOUTHERN CALIFORNIA EDISON CO.	82,139.32
096935	10/05/2010	WELLS FARGO BANK #3317	2,878.07
		Unpaid Sales Tax	147.63
		Expensed Amount	3,025.70
096936	10/05/2010	WELLS FARGO #4198	2,839.32
096937	10/05/2010	WELLS FARGO #1606	308.98
096938	10/05/2010	WELLS FARGO BANK #1598	1,756.01
		Unpaid Sales Tax	2.57
		Expensed Amount	1,758.58
096939	10/05/2010	ROCKVIEW FARMS	250.35
096940	10/05/2010	RPM CONSULTANT GROUP	2,370.00
096941	10/05/2010	WELLS FARGO #4198	598.74
096942	10/05/2010	JRS PRESENTATIONS, INC.	4,250.00
096943	10/05/2010	PACIFIC CLIPPINGS	59.00
096944	10/05/2010	PAYAM-E-ASHENA	200.00
096945	10/05/2010	PBS DISTRIBUTION, LLC	49.43
096946	10/05/2010	PROAIR CONSTRUCTION SVCS. INC.	52,580.00
096947	10/05/2010	QUEZADA PRO LANDSCAPE, INC.	6,875.00
096948	10/05/2010	QUICK CAPTION	1,100.00
096949	10/05/2010	LARRY RADDEN	57.51
096950	10/05/2010	REGENCY LIGHTING	92.26
096951	10/05/2010	RUTLAND TOOL & SUPPLY CO., INC	623.32
096952	10/05/2010	SADDLEBACK APPLIANCES	1,031.38
096953	10/05/2010	SAFeway INC/PAVILIONS	282.17
096954	10/05/2010	SHRED-IT CAMPO ENTERPRISES, INC.	104.00
096955	10/05/2010	SMART LEVELS MEDIA	295.59
096956	10/05/2010	SOUTHERN COUNTIES OIL DBA/SC FUELS	6,496.51
096957	10/05/2010	SPECTRUM CHEMICAL MFG. CORP.	2,191.74
096958	10/05/2010	SYSCO LOS ANGELES, INC.	884.22
096959	10/05/2010	TECHSMITH CORP SOFTWARE ORDER	1,380.95
096960	10/05/2010	TELEMANAGEMENT TECHNOLOGIES INC.	6,380.00
096961	10/05/2010	TOMARK SPORTS, INC.	230.06
096962	10/05/2010	TROXELL COMMUNICATIONS, INC.	318.54
096963	10/05/2010	TUSTIN AWARDS, INC.	90.06
096964	10/05/2010	TUSTIN CHAMBER OF COMMERCE	186.00
096965	10/05/2010	TUSTIN CHRYSLER JEEP DODGE WHOLESALE PARTS	944.64
096966	10/05/2010	ULINE ATTN: ACCOUNTS RECEIVABLE	26.79
096967	10/05/2010	US AUTOBODY PARTS	440.44
		Unpaid Sales Tax	31.38
		Expensed Amount	471.82
096968	10/05/2010	LUIS MAURICIO VASQUEZ	675.00
096969	10/05/2010	VIDEOMAKER MAGAZINE	19.97
096970	10/05/2010	VITAL LINK EDUCATION AND BUSINESS CONSORTIUM	1,394.00
096971	10/05/2010	VWR INTERNATIONAL, INC.	660.86
096972	10/05/2010	WARE DISPOSAL CO., INC.	119.95
096973	10/05/2010	KATHY WEATHERWAX	630.00
096974	10/05/2010	WEST-LITE SUPPLY CO.	10.77
096975	10/05/2010	MICHAEL E. WILSON	10,948.00
096976	10/05/2010	WITT COMPANY	1,297.31
096977	10/05/2010	YALE CHASE MATERIALS HANDLING	1,234.77

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

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Checks Dated 09/08/2010 through 10/05/2010

Board Meeting Date 10/25/10

Check Number	Check Date	Pay to the Order of	Check Amount
		Total	820
			<u>4,937,746.79</u>

Includes checks for only Bank Account COUNTY

Fund Summary			
Fund	Description	Check Count	Expensed Amount
01	General Fund	714	3,109,238.76
12	Child Development Fund	10	5,205.77
40	Capital Outlay Fund	85	1,451,305.19
68	Self-Insurance Fund	6	119,643.32
71	Retiree Benefit Fund	5	254,524.21
	Total	<u>820</u>	<u>4,939,917.25</u>
	Less Unpaid Sales Tax Liability		<u>2,170.46</u>
	Net (Check Amount)		4,937,746.79

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ESCAPE ONLINE

Checks Dated 09/08/2010 through 10/05/2010 Board Meeting Date 10/25/10

Check Number	Check Date	Pay to the Order of	Check Amount
009960	09/10/2010	ALYSSA HETSCHEL	50.00
009961	09/10/2010	MARISA KLEIN	50.00
009962	09/10/2010	MEAGHAN BROWN	50.00
009963	09/10/2010	MIKE JACOBS	50.00
009964	09/10/2010	ZACHARY LEVEFRE	50.00
009965	09/10/2010	PETER COSMAKOS	33,911.61
009966	09/10/2010	MAD SCIENCE OF ORANGE COUNTY	14,050.00
009967	09/10/2010	SADDLEBACK COLLEGE FOUNDATION	77.00
009968	09/10/2010	TAUBENPOST, INC*	1,083.38
009969	09/10/2010	POSTMASTER	1,312.23
009980	09/17/2010	CSNP, INC.	599.50
009981	09/17/2010	PETER COSMAKOS	6,839.07
009982	09/17/2010	LORETTA DU BOIS TOURS LORETTA DU BOIS	4,654.00
009983	09/17/2010	MAD SCIENCE OF ORANGE COUNTY	1,320.00
009984	09/17/2010	OFFICEMAX CONTRACT INC.	177.05
009985	09/17/2010	SECURE LIVE SCAN	30.00
009986	09/17/2010	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	59.58
009987	09/17/2010	SOUTHWEST OFFSET PRINTING CO.	10,955.73
009988	09/22/2010	NANCY D'ALEO-RUSSEY	1,186.00
009989	10/01/2010	SOUTHWEST OFFSET PRINTING CO.	3,162.63
009990	10/01/2010	UNITED INTERIORS	39,152.14
009991	10/01/2010	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	32.00
		Total	22
			118,851.92

Includes checks for only Bank Account SC-CMED

Fund Summary			
Fund	Description	Check Count	Expensed Amount
09	SC Community Education F	22	118,851.92
	Total		
	Less Unpaid Sales Tax Liability		.00
	Net (Check Amount)		118,851.92

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**

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Checks Dated 09/08/2010 through 10/05/2010 Board Meeting Date 10/25/10

Check Number	Check Date	Pay to the Order of	Check Amount
008768	09/16/2010	OFFICEMAX CONTRACT INC.	55.40
008769	09/16/2010	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	29,787.70
008770	09/16/2010	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	805.24
008771	09/16/2010	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	18,139.09
008772	09/16/2010	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	30,058.45
008773	09/16/2010	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	15,924.27
008774	09/16/2010	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	15,430.41
008775	09/16/2010	WORKSHOPS ON WELLNESS SABRINA BRADLEY-SKUPNICK	357.50
008776	09/23/2010	KING LEUNG	15.00
008777	09/23/2010	MASOUD ANSARI	10.00
008778	10/04/2010	KIT SHEUNG AU	20.00
008779	10/05/2010	POSTMASTER	5,874.80
Total			12
			116,477.86

Includes checks for only Bank Account IVC-CMED

Fund Summary			
Fund	Description	Check Count	Expensed Amount
07	IVC Community Education F	12	116,477.86
	Total		
	Less Unpaid Sales Tax Liability		.00
	Net (Check Amount)		116,477.86

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

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TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: SOCCCD: September/October 2010 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: for contracts involving bid limits the Chancellor/designee shall be limited to less than \$15,000 for public works projects and \$76,700 for equipment, supplies and maintenance projects. During September/October 2010, the following contracts were reviewed and approved by the Vice Chancellor of Business Services, following review by legal counsel, when appropriate.

CONTRACTOR NAME**CONTRACT AMOUNT**

SEIU UHW-WEST and Joint Employer Education Fund Educational Service Agreement for the IVC Community Education Program.	\$50,000.00
PacifiCare Behavioral Health of California, Inc. Renewal Agreement to provide mental health and/or substance use disorder.	\$45,000.00
Kristen Bush Consultant Agreement to create, design, edit, and update the district-wide web services.	\$24,000.00
Gary Barnak Increase amount of Consultant Agreement to provide additional services.	\$20,000.00
Quick Caption Agreement to provide real-time captioning services and video captioning services.	\$10,000.00
PB Americas, Inc. Consultant Agreement for Labor Compliance Program – Irvine Valley Landscaping Project.	\$6,270.00

Let's Have A Cart Party
Contract for Homecoming event at Saddleback College.

College Central Network, Inc. \$1,500.00
Agreement for Career Services Central Application Service
Provider (ASP) to provide online job resources

Managing Partner – Gary I. Kusunoki \$1,200.00
Service Agreement to conduct on-site administrative
hearings for individuals contesting parking citations issued
by the colleges.

JRS Presentations, Inc. \$1,000.00
Addendum to Performance Contract for McKinney Theatre
at Saddleback College.

OptumHealth Behavioral Solutions by PacifiCare Behavioral Health \$0.00
Business Associate Amendment amends the agreement to
incorporation of the Business Associated Addendum.

Orange County One-Stop Center-South \$0.00
Cost Sharing Agreement for rent of conference room to
hold workshops held by Irvine Valley College.

RECOMMENDATION

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

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: **SOCCCD: Division of Responsibilities of Current and Future Development at the Advanced Technology & Education Park (ATEP) Site: Resolution 10-19**
ACTION: Approval

BACKGROUND

On September 27, 2010 the Board of Trustees approved a reorganization in which Irvine Valley College is now designated to administer and operate the currently developed 1.5 acre ATEP site.

STATUS

The administrations of both colleges and the district have met to determine the division of responsibilities for management of the current site and the development of the entire 68.37 acre site. A board resolution has been developed to memorialize the understanding between Irvine Valley College, Saddleback College and the South Orange County Community College District (SOCCCD) (Exhibit A). Further operational detail will be developed into a memorandum of understanding between the three entities.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees approve Resolution 10-19 which outlines the responsibilities of Irvine Valley College, Saddleback College and the SOCCCD in the operation and development of the current ATEP site and the undeveloped acres at ATEP.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
RESPONSIBILITIES OF CURRENT AND FUTURE DEVELOPMENT OF THE
ADVANCED TECHNOLOGY & EDUCATION PARK

RESOLUTION 10-19

October 25, 2010

Whereas, in 2004 the City of Tustin conveyed 68.37 acres of land for the Advanced Technology & Education Park (ATEP) to the South Orange County Community College District (SOCCCD) and both Irvine Valley College and Saddleback College worked together with the SOCCCD to determine the initial academic direction and long range academic plans for the new site; and

Whereas, since 2004 the SOCCCD administration has been responsible for the hiring and supervision of personnel to manage the ATEP site;

Whereas, with input from both Colleges, since 2004 the SOCCCD administration has led the municipal liaison, legal, facilities planning, fiscal management, partnership development, and land development activities for the 68-acre site; and

Whereas, an initial 1.5 acres of the ATEP site was developed into classrooms, offices and parking and since the fall of 2007 Irvine Valley College and Saddleback College scheduled and held courses at ATEP; and

Whereas, both Colleges and the SOCCCD worked together for several months to determine the most effective way to manage the currently developed 1.5 acre ATEP site for instruction and related services and continue municipal liaison, legal, facilities planning, fiscal management, partnership development, and land development activities of the remaining acres; and

Whereas, on September 27, 2010 the Board of Trustees approved a reorganization in which Irvine Valley College is designated to administer and operate the currently developed 1.5 acre ATEP site, while Saddleback College will continue to direct its sole program at the site; and

Whereas, most activities related to ATEP have been funded through basic aid and both Colleges reimbursed for designated faculty costs; and

Whereas, basic aid will continue to be used to cover the costs of staff, designated faculty, instructional support and facilities at ATEP through June 30, 2011; and

***RESPONSIBILITIES OF CURRENT AND FUTURE DEVELOPMENT OF THE
ADVANCED TECHNOLOGY & EDUCATION PARK***

Whereas, prior to the achievement of center status basic aid will continue to fund the infrastructure staffing expenses of a groundskeeper, maintenance worker and campus coordinator; and

Whereas, when the expanded ATEP site is designated as a center, funding for the site will be allocated according to the SB361 model; and

Whereas, commercial partnerships for the ATEP site will be directed by the SOCCCD and any resulting revenues be utilized to supplement basic aid; and

Whereas, development of partnerships with educational institutions will be a shared responsibility between the SOCCCD and the Colleges; and

Whereas, while future facility planning of the ATEP site will be led by the SOCCCD, with input from the Colleges, the determination of educational programs is the responsibility of both Colleges through their strategic planning processes; therefore,

Be it resolved that Irvine Valley College, Saddleback College and the District Office shall work together to move forward the development of the Advanced Technology & Education Park to meet the educational needs of the community.

Donald P. Wagner, President

Nancy M. Padberg, Vice President

Marcia Milchiker, Clerk

Thomas a. Fuentes, Member

William O. Jay, Member

David B. Lang, Member

John S. Williams, Member

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: Saddleback College: Award of Bid: Pool Deck Replacement
ACTION: Approval

BACKGROUND

Saddleback College staff determined a need for a structural repair at the existing pool deck. This work is scheduled maintenance.

STATUS

On August 26, 2010, seventeen bidders attended a mandatory job walk held at Saddleback College for Bid No. 1098, the Pool Deck Replacement project. Four bidders were prequalified to bid. Three bids were received and opened on October 5, 2010. The lowest bid meeting all specifications was submitted by Condor, Inc., of El Monte, CA, in the amount of \$1,058,000, EXHIBIT A.

Staff has reviewed the bid and recommends award.

Funds are available in the approved Scheduled Maintenance budget.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees award Bid No. 1098, and approve the agreement to construct the Pool Deck Replacement Project at Saddleback College to Condor, Inc., in the amount of \$1,058,000, EXHIBIT B.

BID NO. 1098
POOL DECK REPLACEMENT
SADDLEBACK COLLEGE

October 25, 2010

CONTRACTORS

AMOUNT

CONDOR, INC.

****\$1,058,000.00**

El Monte, CA

NADAR, INC.

1,074,000.00

Altadena, CA

CONSTRUCT 1 ONE CORP.

1,264,000.00

Tustin, CA

****RECOMMENDED AWARD**

AGREEMENT: BID 1098 POOL DECK REPLACEMENT AT SADDLEBACK COLLEGE

THIS AGREEMENT, dated the 26th day of October, 2010, in the County of Orange, State of California, is by and between South Orange County Community College District, (hereinafter referred to as "DISTRICT"), and Condor, Inc., 3000 Durfee Avenue, El Monte, CA. 91732, (hereinafter referred to as "CONTRACTOR").

The DISTRICT and the CONTRACTOR, for the consideration stated herein, agree as follows:

1. CONTRACTOR agrees to complete the Project known as **Bid No. 1098, Pool Deck Replacement at Saddleback College** according to all the terms and conditions set forth in the Project Documents, including but not limited to the Notice Calling For Bids, Information for Bidders, Bid Form, Bid Security, Designation of Subcontractors, Information Required of Bidder, all prequalification forms submitted pursuant to Public Contract Code Section 20111.5, if any, Non-collusion Affidavit, Workers' Compensation Certificate, Faithful Performance Bond, Payment Bond, Escrow Agreement, if applicable, Drug-Free Workplace Certification, Change Orders, Shop Drawing Transmittals, Insurance Certificates and Endorsements, Guarantees, Contractor's Certificate Regarding Non-Asbestos Containing Materials, Disabled-Veteran Business Enterprises Certification, if applicable, General Conditions, Supplemental Conditions, if any, Special Conditions, if any, Drawings, Specifications, and all modifications, addenda and amendments thereto by this reference incorporated herein. The Project Documents are complementary, and what is called for by any one shall be as binding as if called for by all.

2. CONTRACTOR shall perform within the time set forth in Paragraph 4 of this Agreement everything required to be performed, and shall provide, furnish and pay for all the labor, materials, necessary tools, expendable equipment, and all taxes, utility and transportation services required for construction of the Project. All of said work shall be performed and completed in a good workmanlike manner in strict accordance with the drawings, specifications and all provisions of this Agreement as hereinabove defined and in accordance with applicable laws, codes, regulations, ordinances and any other legal requirements governing the Project. The CONTRACTOR shall be liable to the DISTRICT for any damages arising as a result of a failure to fully comply with this obligation, and the CONTRACTOR shall not be excused with respect to any failure to so comply by any act or omission of the Architect, Engineer, Inspector, Division of State Architect, or representative of any of them, unless such act or omission actually prevents the CONTRACTOR from fully complying with the requirements of the Project Documents, and unless the CONTRACTOR protests at the time of such alleged prevention that the act or omission is preventing the CONTRACTOR from fully complying with the Project Documents. Such protest shall not be effective unless reduced to writing and filed with the DISTRICT within three (3) working days of the date of occurrence of the act or omission preventing the CONTRACTOR from fully complying with the Project Documents.

3. DISTRICT shall pay to the CONTRACTOR, as full consideration for the faithful performance of this Agreement, subject to any additions or deductions as provided in the Project Documents, the sum of **One Million Fifty Eight Thousand and NO/ Dollars (\$1,058,000.00)**.

4. The work shall be commenced on or before the **Tenth (10th)** day after receiving the DISTRICT'S Notice to Proceed and shall be completed within **One Hundred and Forty (140)** consecutive calendar days from the date specified in the Notice to Proceed.

5. **Time is of the essence.** If the work is not completed in accordance with Paragraph 4 above, it is understood that the DISTRICT will suffer damage. It being impractical and infeasible to determine the amount of

actual damage, in accordance with Government Code Section 53069.85, it is agreed that CONTRACTOR shall pay to DISTRICT as fixed and liquidated damages, and not as a penalty, the sum of Two Thousand Dollars (\$2,000) for each calendar day of delay until work is completed and accepted. Time extensions may be granted by the DISTRICT as provided in Article 64 of the General Conditions. Liquidated damages shall be imposed as set forth in Article 64 of the General Conditions.

6. Termination for Cause or Non-appropriation. In the event CONTRACTOR defaults in the performance of the Agreement as set forth in General Conditions Article 13(a) or if there is a non-appropriation of funds or insufficient funds as set forth in General Conditions Article 13(d), then this Agreement shall terminate or be suspended as set forth in General Conditions Article 13.

Termination for Convenience. DISTRICT has discretion to terminate this Agreement at any time and require CONTRACTOR to cease all work on the Project by providing CONTRACTOR written notice of termination specifying the desired date of termination. Upon receipt of written notice from DISTRICT of such termination for DISTRICT's convenience, CONTRACTOR shall:

- (i) Cease operations as directed by DISTRICT in the notice;
- (ii) Take any actions necessary, or that DISTRICT may direct, for the protection and preservation of the work; and
- (iii) Not terminate any insurance provisions required by the Project Documents.

In case of such termination for DISTRICT's convenience, CONTRACTOR shall be entitled to receive payment from DISTRICT for work satisfactorily executed and for proven loss with respect to materials, equipment, and tools, including overhead and profit for that portion of the work completed. In the case of Termination for Convenience, DISTRICT shall have the right to accept assignment of subcontractors. The foregoing provisions are in addition to and not in limitation of any other rights or remedies available to the DISTRICT.

7. Hold Harmless and Indemnification. To the fullest extent permitted by law, the CONTRACTOR, at the CONTRACTOR's sole cost and expense, agrees to fully defend, indemnify and hold harmless, the DISTRICT, including but not limited to any of its governing board members, officers, employees, Construction Manager, Architect, and all other Agents and Representatives, from and against any and all claims, actions, demands, costs, judgments, liens, penalties, liabilities, damages, losses, anticipated losses of revenues, and expenses, including any fees of accountants, attorneys or other professionals, arising out of, in connection with, resulting from or related to, or claimed to be arising out of, in connection with, resulting from or related to any act or omission by the CONTRACTOR or any of its officers, agents, employees, subcontractors, sub-subcontractors, any person performing any of the work pursuant to a direct or indirect contract with the CONTRACTOR or individual entities comprising the CONTRACTOR, in connection with or relating to, or claimed to be in connection with or relating to the work, this Agreement, or the Project, including but not limited to any costs or liabilities arising out of or in connection with:

- (a) failure to comply with any applicable law, statute, code, ordinance, regulation, permit or orders;
- (b) any misrepresentation, misstatement or omission with respect to any statement made in the Project Documents or any document furnished by the CONTRACTOR in connection therewith;
- (c) any breach of duty, obligation or requirement under the Project Documents;

- (d) any failure to coordinate the work of other contractors;
- (e) any failure to provide notice to any party as required under the Project Documents;
- (f) any failure to act in such a manner as to protect the DISTRICT and the Project from loss, cost, expense or liability; or
- (g) any failure to protect the property of any utility company or property owner.

This indemnity shall survive termination of the contract or final payment thereunder. This indemnity is in addition to any other rights or remedies which the DISTRICT may have under the law or under the Project Documents. In the event of any claim or demand made against any party which is entitled to be indemnified hereunder, the DISTRICT may in its sole discretion reserve, retain or apply any monies due to the CONTRACTOR under the Project Documents for the purpose of resolving such claims; provided, however, that the DISTRICT may release such funds if the CONTRACTOR provides the DISTRICT with reasonable assurance of protection of the DISTRICT's interests. The DISTRICT shall in its sole discretion determine whether such assurances are reasonable.

8. CONTRACTOR shall take out, prior to commencing the work, and maintain, during the life of this Agreement, and shall require all subcontractors, if any, whether primary or secondary, to take out and maintain the insurance coverages set forth below and in Articles 16, 17, 18 and 19 of the General Conditions. CONTRACTOR agrees to provide all evidences of coverage required by DISTRICT including certificates of insurance and endorsements.

Public Liability Insurance for injuries including accidental death, to any one person in an amount not less than	\$2,000,000
Subcontractors of every tier	\$1,000,000
and	
Subject to the same limit for each person on account of one accident, in an amount not less than	\$2,000,000
Subcontractors of every tier	\$1,000,000
Property Damage Insurance in an amount not less than	\$2,000,000
Subcontractors of every tier	\$1,000,000
Course of Construction Insurance without exclusion or limitation in an amount not less than	\$2,000,000
Excess Liability Insurance (Contractor only)	\$2,000,000

Insurance Covering Special Hazards: The following special hazards shall be covered by rider or riders to above-mentioned public liability insurance or property damage insurance policy or policies of insurance, or by special policies of insurance in amounts as follows:

Automotive and truck where operated in amounts as above

Material hoist where used in amounts as above

Waiver of Subrogation

Contractor waives (to the extent permitted by law) any right to recover against the District, and its respective elected officials, officers, employees, agents, and representatives for damages to the Work, any part thereof, or any and all claims arising by reason of any of the foregoing, but only to the extent that such damages and/or claims are covered by property insurance and only to the extent of such coverage (which shall exclude deductible amounts) actually carried by the District.

The provisions of this section are intended to restrict each party to recovery against insurance carriers only to the extent of such coverage and waive fully and for the benefit of each, any rights and/or claims which might give rise to a right of subrogation in any insurance carrier. The District and the Contractor shall each obtain in all policies of insurance carried by either of them, a waiver by the insurance companies there under of all rights of recovery by way of subrogation for any damages or claims covered by the insurance.

Additional Insured Endorsement Requirements.

The Contractor shall name, on any policy of insurance required the District, their officers, employees, Construction Manager, Architect, and all other Agents and Representatives as additional insureds. Subcontractors shall name the Contractor, the District, their officers, employees, Construction Manager, Architect, and all other Agents and Representatives as additional insureds. The Additional Insured Endorsement included on all such insurance policies shall state that coverage is afforded the additional insured with respect to claims arising out of operations performed by or on behalf of the insured. If the additional insureds have other insurance that is applicable to the loss, such other insurance shall be on an excess or contingent basis. The insurance provided by the Contractor must be designated in the policy as primary to any insurance obtained by the District. The amount of the insurer's liability shall not be reduced by the existence of such other insurance.

9. Public Contract Code Section 22300 permits the substitution of securities for any retention monies withheld by the DISTRICT to ensure performance under this Agreement. At the request and expense of the CONTRACTOR, securities equivalent to the monies withheld shall be deposited with the DISTRICT, or with a state or federally chartered bank in California as the escrow agent, who shall then pay such monies to the CONTRACTOR. The DISTRICT retains the sole discretion to approve the bank selected by the CONTRACTOR to serve as escrow agent. Upon satisfactory completion of the Agreement, the securities shall be returned to the CONTRACTOR. Securities eligible for investment shall include those listed in Government Code Section 16430 or bank or savings and loan certificates of deposit. The CONTRACTOR shall be the beneficial owner of any securities substituted for monies withheld and shall receive any interest thereon.

In the alternative, under Section 22300, the CONTRACTOR may request DISTRICT to make payment of earned retention monies directly to the escrow agent at the expense of the CONTRACTOR. Also at the CONTRACTOR's expense, the CONTRACTOR may direct investment of the payments into securities, and the CONTRACTOR shall receive interest earned on such investment upon the same conditions as provided for securities deposited by CONTRACTOR. Upon satisfactory completion of the Agreement, CONTRACTOR shall receive from the escrow agent all securities, interest and payments received by escrow agent from DISTRICT pursuant to the terms of Section 22300.

10. If CONTRACTOR is a corporation, the undersigned hereby represents and warrants that the corporation is duly incorporated and in good standing in the State of California, and that Fred Weiss, whose title is President, is authorized to act for and bind the corporation.

11. Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and the Agreement shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not currently inserted, then upon application of either party the Agreement shall forthwith be physically amended to make such insertion or correction.

12. This Agreement constitutes the entire agreement of the parties. No other agreements, oral or written, pertaining to the work to be performed, exists between the parties. This Agreement can be modified only by an amendment in writing, signed by both parties and pursuant to action of the Governing Board of the District. This Agreement shall be governed by the laws of the State of California.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed.

DISTRICT

CONTRACTOR

By: _____
Signature

By: _____
Signature

David Bugay, Ph.D.

Print Name

Print Name

Acting Vice Chancellor of Business Services

Title

Title

Contractor's License No.

Tax ID/Social Security No.

(CORPORATE SEAL OF CONTRACTOR,
if corporation)

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: ATEP: Award of Bid: Site Utility Severance and Demolition, Bid No. 8
ACTION: Approval

BACKGROUND

On April, 22, 2004, the Board of Trustees approved funding from basic aid for ATEP Demolition.

STATUS

On August 27, and September 3, 2010, Bid No. 8, Site Utility Severance and Demolition at ATEP, was advertised. Twenty six firms attended the pre-bid walk on September 9, 2010. Six of the ten contractors providing prequalification submittals prequalified to bid. Five contractors provided bids, Exhibit A.

The bid was divided into two phases. Contractors had the option to bid on Phase A, Phase B and/or Phase A and B together. The lowest combination meeting all specification requirements of Phase A and Phase B results in the following recommendation:

Phase A	US Demolition	\$1,275,166
Phase B	CST Environmental	\$ 600,000

Staff has reviewed the bids and recommends approval of both these contractors for their respective bids.

Funds are available in the approved basic aid project budget which is \$7,000,000.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees award Bid No. 8, for Site Utility Severance and Demolition at ATEP; Phase A to US Demolition, in the amount of \$1,275,166 and Phase B to CST Environmental, in the amount of \$600,000 and approve the Agreements, Exhibit B1 and B2.

BID NO. 8
SITE UTILITY SEVERANCE AND DEMOLITION
ATEP
OCTOBER 25, 2010

<u>CONTRACTORS</u>	<u>AMOUNTS</u>			
CST ENVIRONMENTAL Brea, CA	PHASE A	\$1,277,800.	* <u>PHASE B</u>	<u>\$600,000.</u>
US DEMOLITON Anaheim, CA	* <u>PHASE A</u>	<u>\$1,275,166.</u>	PHASE B	\$723,692.
MINCO AMER. CORP. Gardena, CA	PHASE A	\$1,450,000.	PHASE B	\$927,000.
DOJA INC. Ontario, CA	PHASE A	\$1,606,065.	PHASE B	\$879,994.
MILLER ENVIORNMENTAL Anaheim, CA	PHASE A	\$1,805,859.	PHASE B	\$1,094,800.

* RECOMMENDED AWARDS

AGREEMENT: BID 8 - SITE UTILITY SEVERANCE & DEMOLITION AT ATEP

THIS AGREEMENT, dated the 26th day of October, 2010, in the County of Orange, State of California, is by and between **South Orange County Community College District**, (hereinafter referred to as "DISTRICT"), and **US DEMOLITON, INC.**, 4510 E. Eisenhower Circle, Anaheim, CA 92807, 714/695-9026 (hereinafter referred to as "CONTRACTOR").

The DISTRICT and the CONTRACTOR, for the consideration stated herein, agree as follows:

1. CONTRACTOR agrees to complete the Project known as **Bid No. 8, Site Utility Severance and Demolition at ATEP** according to all the terms and conditions set forth in the Project Documents, including but not limited to the Notice Calling For Bids, Information for Bidders, Bid Form, Bid Security, Designation of Subcontractors, Information Required of Bidder, all prequalification forms submitted pursuant to Public Contract Code Section 20111.5, if any, Non-collusion Affidavit, Workers' Compensation Certificate, Faithful Performance Bond, Payment Bond, Escrow Agreement, if applicable, Drug-Free Workplace Certification, Change Orders, Shop Drawing Transmittals, Insurance Certificates and Endorsements, Guarantees, Contractor's Certificate Regarding Non-Asbestos Containing Materials, Disabled Veteran Business Enterprises Certification, if applicable, General Conditions, Supplemental Conditions, if any, Special Conditions, if any, Drawings, Specifications, and all modifications, addenda and amendments thereto by this reference incorporated herein. The Project Documents are complementary, and what is called for by any one shall be as binding as if called for by all.

2. CONTRACTOR shall perform within the time set forth in Paragraph 4 of this Agreement everything required to be performed, and shall provide, furnish and pay for all the labor, materials, necessary tools, expendable equipment, and all taxes, utility and transportation services required for construction of the Project. All of said work shall be performed and completed in a good workmanlike manner in strict accordance with the drawings, specifications and all provisions of this Agreement as hereinabove defined and in accordance with applicable laws, codes, regulations, ordinances and any other legal requirements governing the Project. The CONTRACTOR shall be liable to the DISTRICT for any damages arising as a result of a failure to fully comply with this obligation, and the CONTRACTOR shall not be excused with respect to any failure to so comply by any act or omission of the Architect, Engineer, Inspector, Division of State Architect, or representative of any of them, unless such act or omission actually prevents the CONTRACTOR from fully complying with the requirements of the Project Documents, and unless the CONTRACTOR protests at the time of such alleged prevention that the act or omission is preventing the CONTRACTOR from fully complying with the Project Documents. Such protest shall not be effective unless reduced to writing and filed with the DISTRICT within three (3) working days of the date of occurrence of the act or omission preventing the CONTRACTOR from fully complying with the Project Documents.

3. DISTRICT shall pay to the CONTRACTOR, as full consideration for the faithful performance of this Agreement, subject to any additions or deductions as provided in the Project Documents, the sum of **One Million Two Hundred Seventy Five Thousand One Hundred Sixty Six and NO/ Dollars (\$1,275,166.00)**.

4. The work shall be commenced on or before the **Tenth (10th)** day after receiving the DISTRICT'S Notice to Proceed and shall be completed within **One Hundred and Twenty (120)** consecutive calendar days from the date specified in the Notice to Proceed.

5. **Time is of the essence.** If the work is not completed in accordance with Paragraph 4 above, it is understood that the DISTRICT will suffer damage. It being impractical and infeasible to determine the amount of

actual damage, in accordance with Government Code Section 53069.85, it is agreed that CONTRACTOR shall pay to DISTRICT as fixed and liquidated damages, and not as a penalty, the sum of **Two Thousand Dollars (\$2,000)** for each calendar day of delay until work is completed and accepted. Time extensions may be granted by the DISTRICT as provided in Article 64 of the General Conditions. Liquidated damages shall be imposed as set forth in Article 64 of the General Conditions.

6. Termination for Cause or Non-appropriation. In the event CONTRACTOR defaults in the performance of the Agreement as set forth in General Conditions Article 13(a) or if there is a non-appropriation of funds or insufficient funds as set forth in General Conditions Article 13(d), then this Agreement shall terminate or be suspended as set forth in General Conditions Article 13.

Termination for Convenience. DISTRICT has discretion to terminate this Agreement at any time and require CONTRACTOR to cease all work on the Project by providing CONTRACTOR written notice of termination specifying the desired date of termination. Upon receipt of written notice from DISTRICT of such termination for DISTRICT's convenience, CONTRACTOR shall:

- (i) Cease operations as directed by DISTRICT in the notice;
- (ii) Take any actions necessary, or that DISTRICT may direct, for the protection and preservation of the work; and
- (iii) Not terminate any insurance provisions required by the Project Documents.

In case of such termination for DISTRICT's convenience, CONTRACTOR shall be entitled to receive payment from DISTRICT for work satisfactorily executed and for proven loss with respect to materials, equipment, and tools, including overhead and profit for that portion of the work completed. In the case of Termination for Convenience, DISTRICT shall have the right to accept assignment of subcontractors. The foregoing provisions are in addition to and not in limitation of any other rights or remedies available to the DISTRICT.

7. Hold Harmless and Indemnification. To the fullest extent permitted by law, the CONTRACTOR, at the CONTRACTOR's sole cost and expense, agrees to fully defend, indemnify and hold harmless, the DISTRICT, including but not limited to any of its governing board members, officers, employees, Construction Manager, Architect, and all other Agents and Representatives, from and against any and all claims, actions, demands, costs, judgments, liens, penalties, liabilities, damages, losses, anticipated losses of revenues, and expenses, including any fees of accountants, attorneys or other professionals, arising out of, in connection with, resulting from or related to, or claimed to be arising out of, in connection with, resulting from or related to any act or omission by the CONTRACTOR or any of its officers, agents, employees, subcontractors, sub-subcontractors, any person performing any of the work pursuant to a direct or indirect contract with the CONTRACTOR or individual entities comprising the CONTRACTOR, in connection with or relating to, or claimed to be in connection with or relating to the work, this Agreement, or the Project, including but not limited to any costs or liabilities arising out of or in connection with:

- (a) failure to comply with any applicable law, statute, code, ordinance, regulation, permit or orders;
- (b) any misrepresentation, misstatement or omission with respect to any statement made in the Project Documents or any document furnished by the CONTRACTOR in connection therewith;
- (c) any breach of duty, obligation or requirement under the Project Documents;
- (d) any failure to coordinate the work of other contractors;

- (e) any failure to provide notice to any party as required under the Project Documents;
- (f) any failure to act in such a manner as to protect the DISTRICT and the Project from loss, cost, expense or liability; or
- (g) any failure to protect the property of any utility company or property owner.

This indemnity shall survive termination of the contract or final payment thereunder. This indemnity is in addition to any other rights or remedies which the DISTRICT may have under the law or under the Project Documents. In the event of any claim or demand made against any party which is entitled to be indemnified hereunder, the DISTRICT may in its sole discretion reserve, retain or apply any monies due to the CONTRACTOR under the Project Documents for the purpose of resolving such claims; provided, however, that the DISTRICT may release such funds if the CONTRACTOR provides the DISTRICT with reasonable assurance of protection of the DISTRICT's interests. The DISTRICT shall in its sole discretion determine whether such assurances are reasonable.

8. CONTRACTOR shall take out, prior to commencing the work, and maintain, during the life of this Agreement, and shall require all subcontractors, if any, whether primary or secondary, to take out and maintain the insurance coverages set forth below and in Articles 16, 17, 18 and 19 of the General Conditions. CONTRACTOR agrees to provide all evidences of coverage required by DISTRICT including certificates of insurance and endorsements.

Public Liability Insurance for injuries including accidental death, to any one person in an amount not less than	\$2,000,000
Subcontractors of every tier	\$1,000,000
and	
Subject to the same limit for each person on account of one accident, in an amount not less than	\$2,000,000
Subcontractors of every tier	\$1,000,000
Property Damage Insurance in an amount not less than	\$2,000,000
Subcontractors of every tier	\$1,000,000
Course of Construction Insurance without exclusion or limitation in an amount not less than	\$2,000,000
Excess Liability Insurance (Contractor only)	\$2,000,000

Insurance Covering Special Hazards: The following special hazards shall be covered by rider or riders to above-mentioned public liability insurance or property damage insurance policy or policies of insurance, or by special policies of insurance in amounts as follows:

Automotive and truck where operated in amounts as above

Material hoist where used in amounts as above

Pollution Legal Liability Insurance Terms

The Contractor shall obtain at its sole cost and expense and maintain in effect from the inception of the Contract until the District's filing of a Notice of Completion and with an extended reporting period of not less than five (5) years after the Notice of Completion, Pollution Legal Liability Insurance which provided financial protection and assurance for benefit of the District, for all claims, losses, expenses, and costs related to or arising from pollution conditions, including those related to asbestos containing materials, lead based paint, PCB's and petroleum products and their derivatives that are creates, released or conveyed through the Contractor's or the Contractor's agents' activities and performance under the contract, including negligence or failure to perform project. Contractor shall provide to the District and the City of Tustin within ten (10) working days after the Notice of Award of the contract evidence of the aforementioned insurance with insurer endorsements, which must meet the requirements of this Article. An Acord Certificate will be accepted solely as evidence of the name of the insurers and the amounts of insurance. Failure to comply with these requirements will result in annulment of the award, forfeiture of the proposal guarantee, and the District will pursue award to the next qualified responsive bidder. Contractor is advised that insurance requirements are non-negotiable and the District will not consider waiving insurance requirements. There are no exceptions. Contractor shall provide District and the City of Tustin with a Certificate of Insurance form which evidences the required insurance. This certificate shall be submitted with the contract documents and shall cover risks associated with personal injury, property damage, defense costs, and remediation costs, in an aggregate amount of not less than \$5,000,000.00 and with a self-insured retention amount not in excess of \$100,000.00 per claim. Such insurance contract shall name the District, the City of Tustin, the Tustin Public Financing Authority, and the Tustin Community Redevelopment Agency and the Department of the Navy (only for those portions of the project within the boundaries of the properties listed as "Lease - LIFOC") as additional insured, without any limitations on coverage different from those provided for the Contractor. Such policy shall provide that the carrier waives any right of subrogation against the City of Tustin, the Tustin Public Financing Authority, and the Tustin Community Redevelopment Agency and the Department of the Navy. Such policy shall not be cancellable by the Contractor without the prior written consent of the District and the City of Tustin, and shall have the premium paid at inception and 100 percent earned at that time. Contractor shall provide evidence of its ability to satisfy multiple self-insured retention amounts (Multiple SIRs would be the SIR for each claim, so if there were 5 claims, the Contractor would have to satisfy the \$100,000.00 SIR 5 times).

Waiver of Subrogation

Contractor waives (to the extent permitted by law) any right to recover against the District, and its respective elected officials, officers, employees, agents, and representatives for damages to the Work, any part thereof, or any and all claims arising by reason of any of the foregoing, but only to the extent that such damages and/or claims are covered by property insurance and only to the extent of such coverage (which shall exclude deductible amounts) actually carried by the District.

The provisions of this section are intended to restrict each party to recovery against insurance carriers only to the extent of such coverage and waive fully and for the benefit of each, any rights and/or claims which might give rise to a right of subrogation in any insurance carrier. The District and the Contractor shall each obtain in all policies of insurance carried by either of them, a waiver by the insurance companies there under of all rights of recovery by way of subrogation for any damages or claims covered by the insurance.

Additional Insured Endorsement Requirements.

The Contractor shall name, on any policy of insurance required the District, their officers, employees, Construction Manager, Architect, and all other Agents and Representatives as additional insureds. Subcontractors shall name the Contractor, the District, their officers, employees, Construction Manager, Architect, and all other Agents and Representatives as additional insureds. The Additional Insured Endorsement included on all such insurance policies shall state that coverage is afforded the additional insured with respect to claims arising out of operations performed by or on behalf of the insured. If the additional insureds have other insurance that is applicable to the loss, such other insurance shall be on an excess or contingent basis. The insurance provided by the Contractor must be designated in the policy as primary to any insurance obtained by the District. The amount of the insurer's liability shall not be reduced by the existence of such other insurance.

9. Public Contract Code Section 22300 permits the substitution of securities for any retention monies withheld by the DISTRICT to ensure performance under this Agreement. At the request and expense of the CONTRACTOR, securities equivalent to the monies withheld shall be deposited with the DISTRICT, or with a state or federally chartered bank in California as the escrow agent, who shall then pay such monies to the CONTRACTOR. The DISTRICT retains the sole discretion to approve the bank selected by the CONTRACTOR to serve as escrow agent. Upon satisfactory completion of the Agreement, the securities shall be returned to the CONTRACTOR. Securities eligible for investment shall include those listed in Government Code Section 16430 or bank or savings and loan certificates of deposit. The CONTRACTOR shall be the beneficial owner of any securities substituted for monies withheld and shall receive any interest thereon.

In the alternative, under Section 22300, the CONTRACTOR may request DISTRICT to make payment of earned retention monies directly to the escrow agent at the expense of the CONTRACTOR. Also at the CONTRACTOR's expense, the CONTRACTOR may direct investment of the payments into securities, and the CONTRACTOR shall receive interest earned on such investment upon the same conditions as provided for securities deposited by CONTRACTOR. Upon satisfactory completion of the Agreement, CONTRACTOR shall receive from the escrow agent all securities, interest and payments received by escrow agent from DISTRICT pursuant to the terms of Section 22300.

10. If CONTRACTOR is a corporation, the undersigned hereby represents and warrants that the corporation is duly incorporated and in good standing in the State of California, and that Scott Moore, whose title is President, is authorized to act for and bind the corporation.

11. Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and the Agreement shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not currently inserted, then upon application of either party the Agreement shall forthwith be physically amended to make such insertion or correction.

12. This Agreement constitutes the entire agreement of the parties. No other agreements, oral or written, pertaining to the work to be performed, exists between the parties. This Agreement can be modified only by an amendment in writing, signed by both parties and pursuant to action of the Governing Board of the District. This Agreement shall be governed by the laws of the State of California.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed.

DISTRICT

CONTRACTOR

By: _____
Signature

By: _____
Signature

David Bugay, Ph.D.

Print Name

Print Name

Acting Vice Chancellor of Business Services

Title

Title

Contractor's License No.

Tax ID/Social Security No.

(CORPORATE SEAL OF CONTRACTOR,
if corporation)

AGREEMENT: BID 8 - SITE UTILITY SEVERANCE & DEMOLITION AT ATEP

THIS AGREEMENT, dated the 26th day of October, 2010, in the County of Orange, State of California, is by and between **South Orange County Community College District**, (hereinafter referred to as "DISTRICT"), and **CST Environmental, LP**, 404 North Berry Street, Brea, CA 92821, 714/672-3500, (hereinafter referred to as "CONTRACTOR").

The DISTRICT and the CONTRACTOR, for the consideration stated herein, agree as follows:

1. CONTRACTOR agrees to complete the Project known as **Bid No. 8, Site Utility Severance and Demolition at ATEP** according to all the terms and conditions set forth in the Project Documents, including but not limited to the Notice Calling For Bids, Information for Bidders, Bid Form, Bid Security, Designation of Subcontractors, Information Required of Bidder, all prequalification forms submitted pursuant to Public Contract Code Section 20111.5, if any, Non-collusion Affidavit, Workers' Compensation Certificate, Faithful Performance Bond, Payment Bond, Escrow Agreement, if applicable, Drug-Free Workplace Certification, Change Orders, Shop Drawing Transmittals, Insurance Certificates and Endorsements, Guarantees, Contractor's Certificate Regarding Non-Asbestos Containing Materials, Disabled Veteran Business Enterprises Certification, if applicable, General Conditions, Supplemental Conditions, if any, Special Conditions, if any, Drawings, Specifications, and all modifications, addenda and amendments thereto by this reference incorporated herein. The Project Documents are complementary, and what is called for by any one shall be as binding as if called for by all.
2. CONTRACTOR shall perform within the time set forth in Paragraph 4 of this Agreement everything required to be performed, and shall provide, furnish and pay for all the labor, materials, necessary tools, expendable equipment, and all taxes, utility and transportation services required for construction of the Project. All of said work shall be performed and completed in a good workmanlike manner in strict accordance with the drawings, specifications and all provisions of this Agreement as hereinabove defined and in accordance with applicable laws, codes, regulations, ordinances and any other legal requirements governing the Project. The CONTRACTOR shall be liable to the DISTRICT for any damages arising as a result of a failure to fully comply with this obligation, and the CONTRACTOR shall not be excused with respect to any failure to so comply by any act or omission of the Architect, Engineer, Inspector, Division of State Architect, or representative of any of them, unless such act or omission actually prevents the CONTRACTOR from fully complying with the requirements of the Project Documents, and unless the CONTRACTOR protests at the time of such alleged prevention that the act or omission is preventing the CONTRACTOR from fully complying with the Project Documents. Such protest shall not be effective unless reduced to writing and filed with the DISTRICT within three (3) working days of the date of occurrence of the act or omission preventing the CONTRACTOR from fully complying with the Project Documents.
3. DISTRICT shall pay to the CONTRACTOR, as full consideration for the faithful performance of this Agreement, subject to any additions or deductions as provided in the Project Documents, the sum of **Six Hundred Thousand and NO/ Dollars (\$600,000.00)**.
4. The work shall be commenced on or before the **Tenth (10th)** day after receiving the DISTRICT'S Notice to Proceed and shall be completed within **One Hundred and Twenty (120)** consecutive calendar days from the date specified in the Notice to Proceed.
5. **Time is of the essence.** If the work is not completed in accordance with Paragraph 4 above, it is understood that the DISTRICT will suffer damage. It being impractical and infeasible to determine the amount of

actual damage, in accordance with Government Code Section 53069.85, it is agreed that CONTRACTOR shall pay to DISTRICT as fixed and liquidated damages, and not as a penalty, the sum of **Two Thousand Dollars (\$2,000)** for each calendar day of delay until work is completed and accepted. Time extensions may be granted by the DISTRICT as provided in Article 64 of the General Conditions. Liquidated damages shall be imposed as set forth in Article 64 of the General Conditions.

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Termination for Convenience. DISTRICT has discretion to terminate this Agreement at any time and require CONTRACTOR to cease all work on the Project by providing CONTRACTOR written notice of termination specifying the desired date of termination. Upon receipt of written notice from DISTRICT of such termination for DISTRICT's convenience, CONTRACTOR shall:

- (i) Cease operations as directed by DISTRICT in the notice;
- (ii) Take any actions necessary, or that DISTRICT may direct, for the protection and preservation of the work; and
- (iii) Not terminate any insurance provisions required by the Project Documents.

In case of such termination for DISTRICT's convenience, CONTRACTOR shall be entitled to receive payment from DISTRICT for work satisfactorily executed and for proven loss with respect to materials, equipment, and tools, including overhead and profit for that portion of the work completed. In the case of Termination for Convenience, DISTRICT shall have the right to accept assignment of subcontractors. The foregoing provisions are in addition to and not in limitation of any other rights or remedies available to the DISTRICT.

7. Hold Harmless and Indemnification. To the fullest extent permitted by law, the CONTRACTOR, at the CONTRACTOR's sole cost and expense, agrees to fully defend, indemnify and hold harmless, the DISTRICT, including but not limited to any of its governing board members, officers, employees, Construction Manager, Architect, and all other Agents and Representatives, from and against any and all claims, actions, demands, costs, judgments, liens, penalties, liabilities, damages, losses, anticipated losses of revenues, and expenses, including any fees of accountants, attorneys or other professionals, arising out of, in connection with, resulting from or related to, or claimed to be arising out of, in connection with, resulting from or related to any act or omission by the CONTRACTOR or any of its officers, agents, employees, subcontractors, sub-subcontractors, any person performing any of the work pursuant to a direct or indirect contract with the CONTRACTOR or individual entities comprising the CONTRACTOR, in connection with or relating to, or claimed to be in connection with or relating to the work, this Agreement, or the Project, including but not limited to any costs or liabilities arising out of or in connection with:

- (a) failure to comply with any applicable law, statute, code, ordinance, regulation, permit or orders;
- (b) any misrepresentation, misstatement or omission with respect to any statement made in the Project Documents or any document furnished by the CONTRACTOR in connection therewith;
- (c) any breach of duty, obligation or requirement under the Project Documents;
- (d) any failure to coordinate the work of other contractors;

- (e) any failure to provide notice to any party as required under the Project Documents;
- (f) any failure to act in such a manner as to protect the DISTRICT and the Project from loss, cost, expense or liability; or
- (g) any failure to protect the property of any utility company or property owner.

This indemnity shall survive termination of the contract or final payment thereunder. This indemnity is in addition to any other rights or remedies which the DISTRICT may have under the law or under the Project Documents. In the event of any claim or demand made against any party which is entitled to be indemnified hereunder, the DISTRICT may in its sole discretion reserve, retain or apply any monies due to the CONTRACTOR under the Project Documents for the purpose of resolving such claims; provided, however, that the DISTRICT may release such funds if the CONTRACTOR provides the DISTRICT with reasonable assurance of protection of the DISTRICT's interests. The DISTRICT shall in its sole discretion determine whether such assurances are reasonable.

8. CONTRACTOR shall take out, prior to commencing the work, and maintain, during the life of this Agreement, and shall require all subcontractors, if any, whether primary or secondary, to take out and maintain the insurance coverages set forth below and in Articles 16, 17, 18 and 19 of the General Conditions. CONTRACTOR agrees to provide all evidences of coverage required by DISTRICT including certificates of insurance and endorsements.

Public Liability Insurance for injuries including accidental death, to any one person in an amount not less than	\$2,000,000
Subcontractors of every tier	\$1,000,000
and	
Subject to the same limit for each person on account of one accident, in an amount not less than	\$2,000,000
Subcontractors of every tier	\$1,000,000
Property Damage Insurance in an amount not less than	\$2,000,000
Subcontractors of every tier	\$1,000,000
Course of Construction Insurance without exclusion or limitation in an amount not less than	\$2,000,000
Excess Liability Insurance (Contractor only)	\$2,000,000

Insurance Covering Special Hazards: The following special hazards shall be covered by rider or riders to above-mentioned public liability insurance or property damage insurance policy or policies of insurance, or by special policies of insurance in amounts as follows:

Automotive and truck where operated in amounts as above

Material hoist where used in amounts as above

Pollution Legal Liability Insurance Terms

The Contractor shall obtain at its sole cost and expense and maintain in effect from the inception of the Contract until the District's filing of a Notice of Completion and with an extended reporting period of not less than five (5) years after the Notice of Completion, Pollution Legal Liability Insurance which provided financial protection and assurance for benefit of the District, for all claims, losses, expenses, and costs related to or arising from pollution conditions, including those related to asbestos containing materials, lead based paint, PCB's and petroleum products and their derivatives that are creates, released or conveyed through the Contractor's or the Contractor's agents' activities and performance under the contract, including negligence or failure to perform project. Contractor shall provide to the District and the City of Tustin within ten (10) working days after the Notice of Award of the contract evidence of the aforementioned insurance with insurer endorsements, which must meet the requirements of this Article. An Acord Certificate will be accepted solely as evidence of the name of the insurers and the amounts of insurance. Failure to comply with these requirements will result in annulment of the award, forfeiture of the proposal guarantee, and the District will pursue award to the next qualified responsive bidder. Contractor is advised that insurance requirements are non-negotiable and the District will not consider waiving insurance requirements. There are no exceptions. Contractor shall provide District and the City of Tustin with a Certificate of Insurance form which evidences the required insurance. This certificate shall be submitted with the contract documents and shall cover risks associated with personal injury, property damage, defense costs, and remediation costs, in an aggregate amount of not less than \$5,000,000.00 and with a self-insured retention amount not in excess of \$100,000.00 per claim. Such insurance contract shall name the District, the City of Tustin, the Tustin Public Financing Authority, and the Tustin Community Redevelopment Agency and the Department of the Navy (only for those portions of the project within the boundaries of the properties listed as "Lease - LIFOC") as additional insured, without any limitations on coverage different from those provided for the Contractor. Such policy shall provide that the carrier waives any right of subrogation against the City of Tustin, the Tustin Public Financing Authority, and the Tustin Community Redevelopment Agency and the Department of the Navy. Such policy shall not be cancellable by the Contractor without the prior written consent of the District and the City of Tustin, and shall have the premium paid at inception and 100 percent earned at that time. Contractor shall provide evidence of its ability to satisfy multiple self-insured retention amounts (Multiple SIRs would be the SIR for each claim, so if there were 5 claims, the Contractor would have to satisfy the \$100,000.00 SIR 5 times).

Waiver of Subrogation

Contractor waives (to the extent permitted by law) any right to recover against the District, and its respective elected officials, officers, employees, agents, and representatives for damages to the Work, any part thereof, or any and all claims arising by reason of any of the foregoing, but only to the extent that such damages and/or claims are covered by property insurance and only to the extent of such coverage (which shall exclude deductible amounts) actually carried by the District.

The provisions of this section are intended to restrict each party to recovery against insurance carriers only to the extent of such coverage and waive fully and for the benefit of each, any rights and/or claims which might give rise to a right of subrogation in any insurance carrier. The District and the Contractor shall each obtain in all policies of insurance carried by either of them, a waiver by the insurance companies there under of all rights of recovery by way of subrogation for any damages or claims covered by the insurance.

Additional Insured Endorsement Requirements.

The Contractor shall name, on any policy of insurance required the District, their officers, employees, Construction Manager, Architect, and all other Agents and Representatives as additional insureds. Subcontractors shall name the Contractor, the District, their officers, employees, Construction Manager, Architect, and all other Agents and Representatives as additional insureds. The Additional Insured Endorsement included on all such insurance policies shall state that coverage is afforded the additional insured with respect to claims arising out of operations performed by or on behalf of the insured. If the additional insureds have other insurance that is applicable to the loss, such other insurance shall be on an excess or contingent basis. The insurance provided by the Contractor must be designated in the policy as primary to any insurance obtained by the District. The amount of the insurer's liability shall not be reduced by the existence of such other insurance.

9. Public Contract Code Section 22300 permits the substitution of securities for any retention monies withheld by the DISTRICT to ensure performance under this Agreement. At the request and expense of the CONTRACTOR, securities equivalent to the monies withheld shall be deposited with the DISTRICT, or with a state or federally chartered bank in California as the escrow agent, who shall then pay such monies to the CONTRACTOR. The DISTRICT retains the sole discretion to approve the bank selected by the CONTRACTOR to serve as escrow agent. Upon satisfactory completion of the Agreement, the securities shall be returned to the CONTRACTOR. Securities eligible for investment shall include those listed in Government Code Section 16430 or bank or savings and loan certificates of deposit. The CONTRACTOR shall be the beneficial owner of any securities substituted for monies withheld and shall receive any interest thereon.

In the alternative, under Section 22300, the CONTRACTOR may request DISTRICT to make payment of earned retention monies directly to the escrow agent at the expense of the CONTRACTOR. Also at the CONTRACTOR's expense, the CONTRACTOR may direct investment of the payments into securities, and the CONTRACTOR shall receive interest earned on such investment upon the same conditions as provided for securities deposited by CONTRACTOR. Upon satisfactory completion of the Agreement, CONTRACTOR shall receive from the escrow agent all securities, interest and payments received by escrow agent from DISTRICT pursuant to the terms of Section 22300.

10. If CONTRACTOR is a corporation, the undersigned hereby represents and warrants that the corporation is duly incorporated and in good standing in the State of California, and that Subhas Khara, whose title is President, is authorized to act for and bind the corporation.

11. Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and the Agreement shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not currently inserted, then upon application of either party the Agreement shall forthwith be physically amended to make such insertion or correction.

12. This Agreement constitutes the entire agreement of the parties. No other agreements, oral or written, pertaining to the work to be performed, exists between the parties. This Agreement can be modified only by an amendment in writing, signed by both parties and pursuant to action of the Governing Board of the District. This Agreement shall be governed by the laws of the State of California.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed.

DISTRICT

CONTRACTOR

By: _____
Signature

By: _____
Signature

David Bugay, Ph.D.

Print Name

Print Name

Acting Vice Chancellor of Business Services

Title

Title

Contractor's License No.

Tax ID/Social Security No.

(CORPORATE SEAL OF CONTRACTOR,
if corporation)

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: Irvine Valley College: Administrative Reorganization
ACTION: Approval

BACKGROUND

The Board of Trustees affirms its legal responsibility to adopt policies governing the District and its colleges. In doing so, it directs the Chancellor to implement those policies within an approved organization structure (Calif. Ed. Code, Section 70902 and Board Policy 2001: Administrative Organization). Board Policy 4002, Job Specifications and Authorized Positions, authorizes the Chancellor to recommend the establishment of new academic and classified job classifications to the Board of Trustees.

STATUS

The President of Irvine Valley College recommends the following changes in the administrative structure of the college. Funding required for the proposed reorganization has been identified and is available in the college general fund budget.

Due to the additional complexity and variety of tasks related to the Performing Arts Center (PAC) shows in theatre, music, dance, and outside events, a Technical Director/Scenic Designer (Range 132) as shown in Exhibit A is necessary to design and implement construction of sets and supporting systems. The current position of Senior Lab Tech/Carpenter (Range 130) would be eliminated in this process.

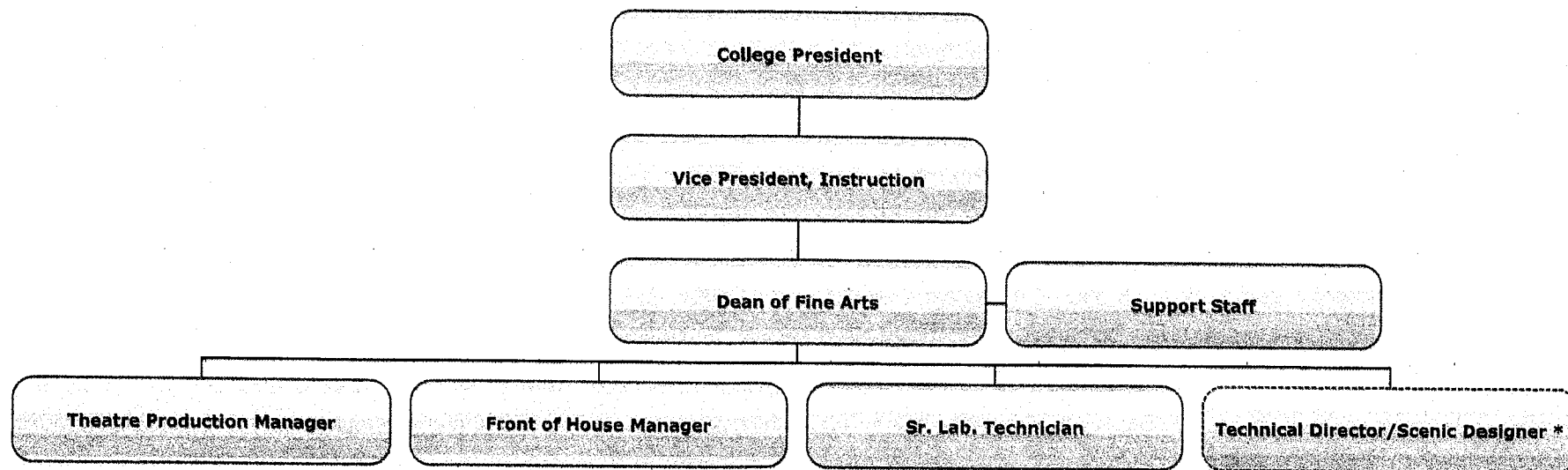
The addition of a Facilities Maintenance Coordinator position as depicted in Exhibit B has been proven to be the best method for contractor supervision and to obtain contract bids. This newly created position will help minimize cost to the college and district and provide a growth opportunity for the trades to move up within the organization without the need for additional management. This skilled position will facilitate and inspect work to ensure it is correct and to code, as well as provide an onsite contact person for contractors while working on campus. This position will coordinate scheduling and monitor contractors work as to not impact instruction and will coordinate with all trade positions impacted by the work being performed.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees approve the Irvine Valley College administrative structure.

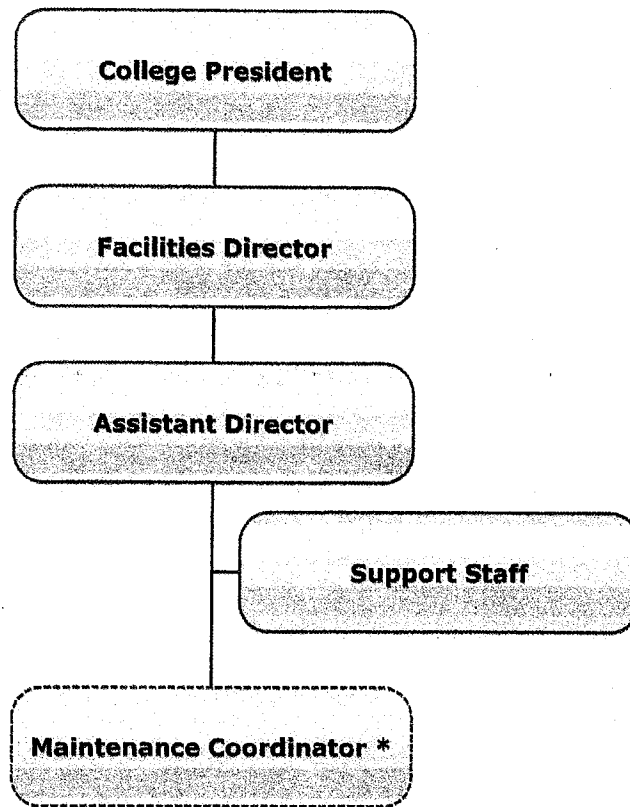
Item Submitted By: *Dr. Glenn R. Roquemore, President*

Irvine Valley College
Performing Arts Center/Fine Arts



* Replacement Position

Irvine Valley College
Office of Physical Plant



* New Position

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: Saddleback College: Management Reorganization
ACTION: Approval

BACKGROUND

A two-year investigation into the current organizational structure at Saddleback College revealed that the college is understaffed and not effectively organized at the management level. By most indicators, Saddleback has the least number of administrators compared to all 112 community colleges in the state. Furthermore, comparing the average number of students per administrator for each of the state's community colleges, Saddleback places 102 with 3,187 students per administrator compared to a state average of 1,945. A study of the average number of vice president positions at the 19 California community colleges in multi-college districts with at least 15,000 students found these colleges to have from four to six vice presidents. Saddleback with an enrollment of 26,038 students has only two vice presidents.

Saddleback College administrators and managers are carrying a much larger workload and burden and this is directly impacting the college's ability to meet its mission and make progress towards achieving its vision.

STATUS

The reorganization as shown in Exhibit A proposes to: 1) merge the college fiscal office with college support services into a new Vice President for Fiscal and Operations, 2) realign the Learning Resources Division within a new Division of Online Education and Learning Resources, and 3) establish a Director of Economic and Workforce Development position. Funding required for the proposed reorganization has been identified and is available in the college general fund budget.

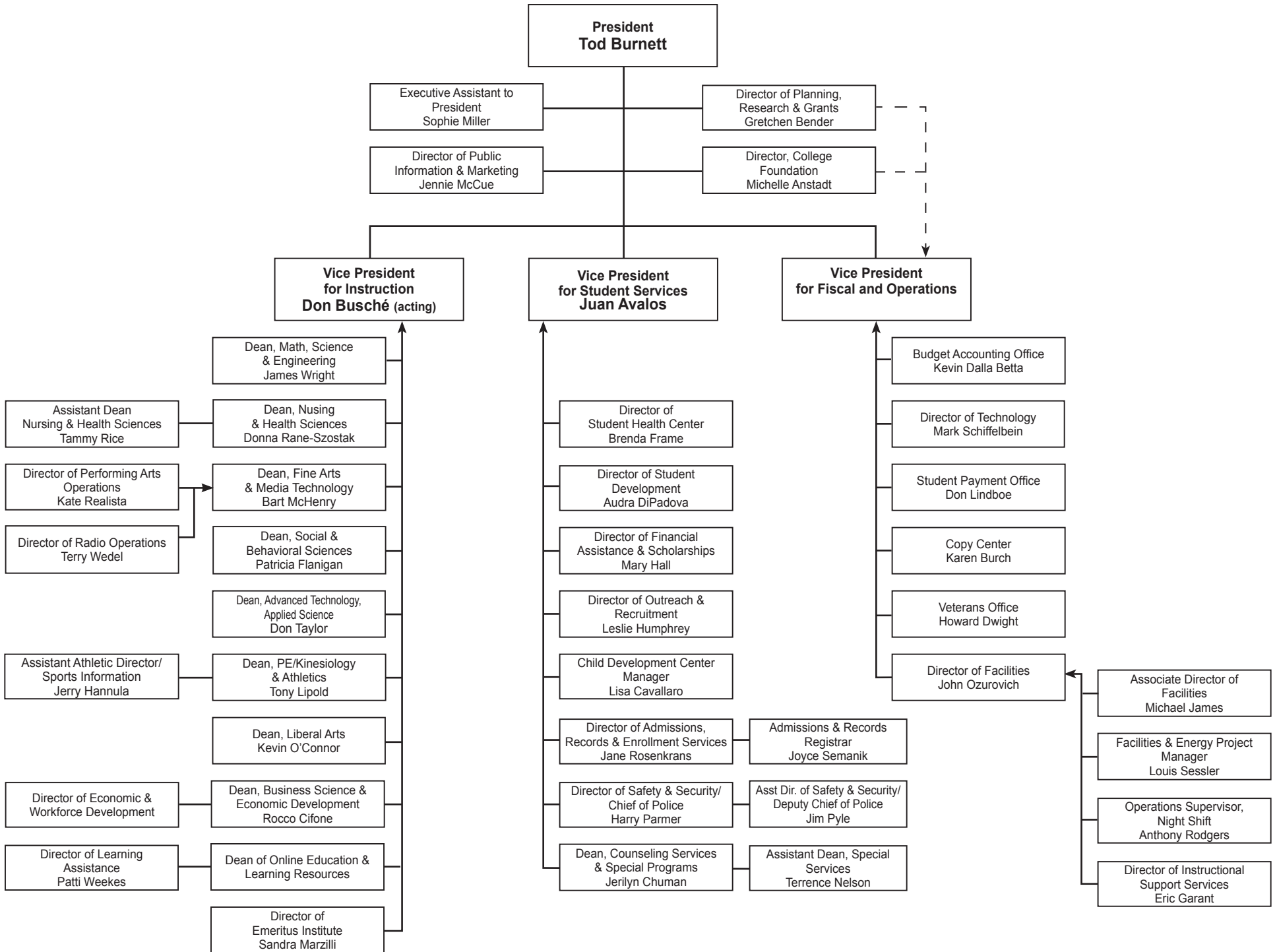
The proposed management reorganization is envisioned to have three positive outcomes: 1) Increase the College's ability to expand in areas of on-line education, 2) promote coherence in fiscal services and college support services, and 3) provide management support to enhance college economic and workforce development efforts.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees approve the Saddleback College management reorganization as shown in Exhibit A .

SADDLEBACK COLLEGE ORGANIZATIONAL CHART

(PROPOSED • 10.19.10)



TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: Saddleback College and Irvine Valley College: 2011-12 Faculty Hiring
ACTION: Approval

BACKGROUND

Saddleback College and Irvine Valley College are dedicated to serving the educational needs of their students and communities. The colleges best serve constituents by providing quality lower-division, transfer, career technical, basic skills, and community education courses. A high priority in advancing the missions of Saddleback College and Irvine Valley College is to increase the number of qualified full-time faculty at both colleges.

STATUS

Through the collegial consultation processes at Saddleback College and Irvine Valley College, new and replacement full-time faculty positions have been prioritized. The college presidents have reviewed the recommendations and present them to the board for approval as Exhibits A and B.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees approve the announcement of positions and recruitment of new full-time faculty shown on Exhibits A and B, contingent upon funding, at Saddleback College and Irvine Valley College for the 2011-2012 academic year.

Saddleback College
Full-Time Faculty Request List
2011-2012 Academic Year

Division	Academic Discipline	Tenure Status	Position Type*	Faculty Type
Mathematics Science and Engineering	Mathematics	Tenure-Track	Replacement (Hada)	Classroom
Mathematics Science and Engineering	Chemistry	Tenure-Track	Replacement (McClendon)	Classroom
Fine Arts and Media Technology	Photography	Tenure-Track	Replacement (Layton)	Classroom
Fine Arts and Media Technology	Music	Tenure-Track	Replacement (Rollins)	Classroom
Fine Arts and Media Technology	Speech	Tenure-Track	Replacement (Crary)	Classroom
Fine Arts and Media Technology	Art	Tenure-Track	Replacement (Riley)	Classroom
Fine Arts and Media Technology	Speech	Tenure-Track	Replacement (Bornemann)	Classroom
Liberal Arts and Learning Resources	Library Science	Tenure-Track	Replacement (Weisrock)	Non-Classroom
PE/Kinesiology and Athletics	Kinesiology	Tenure-Track	Replacement (Robinson)	Classroom
Health Science and Human Services	Health Information Technology	Tenure-Track	New (Categorically Funded)	Classroom
Fine Arts and Media Technology	Cinema, Television, Radio	Tenure-Track	New	Classroom
Social and Behavioral Science	History	Tenure-Track	New	Classroom
Counseling Services and Special Programs	Veterans/Generalist Counselor	Tenure-Track	New	Non-Classroom
Fine Arts and Media Technology	Art Design	Tenure-Track	New	Classroom
Liberal Arts and Learning Resources	English-as-a-Second Language	Tenure-Track	New	Classroom
PE/Kinesiology and Athletics	Dance/Kinesiology Instructor	Tenure-Track	New	Classroom
Liberal Arts and Learning Resources	English Composition	Tenure-Track	New	Classroom
Business Science and Economic and Workforce Development	Real Estate Instructor	Tenure-Track	New	Classroom
Health Science and Human Services	Human Services Faculty	Tenure-Track	New	Classroom

* Replacement positions are not in priority order

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
POSITION REQUEST LIST: IRVINE VALLEY COLLEGE
FACULTY HIRING FOR 2011-2012 ACADEMIC YEAR**

Priority	School	Discipline/Emphasis	Replacement Position	New Position	Tier 1, 2, 3
1	Library Services	Librarian	Fred Forbes		1
2	Library Services	Librarian		X	2
3	Mathematics, CS & Engineering	Math Learning Center		X	3
4	Humanities & Languages	History	Maddie Benson		1
5	Mathematics, CS & Engineering	Computer Science		X	2
6	Humanities & Languages	ESL	Kathy Ledbetter		1
7	Health Sciences, PE & Athletics	Counselor, Athletics		X	2
8	Fine Arts	Drawing & Prints	George Kyle		1
9	Humanities & Languages	Japanese		X	2
10	Fine Arts	Dance	Greg Bishopp		1
11	Social & Behavioral Sciences	Economics		X	2
12	Business Sciences	Accounting & Management	Terry Thorpe		1
13	Mathematics, CS & Engineering	Mathematics		X	2
14	Fine Arts	Speech	Craig Grossman		1
15	Physical Sciences & Technologies	Chemistry		X	2

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: SOCCCD: Board Policy Revision: BP 3700 Instructional and Course Material Fees
ACTION: Discussion/Approval

BACKGROUND

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

STATUS

One board policy is presented to the board for "Discussion/Approval." The new language and amendments to the board policy 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 policy was presented to the Chancellor's Cabinet on September 16, 2010 for review and recommendation to the Chancellor and presented to the Board of Trustees for review and study at the September 27, 2010 board meeting.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees accept for discussion/approval the board policy, as shown in EXHIBIT A.

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

3700

BUSINESS

INSTRUCTIONAL AND COURSE MATERIALS FEES

~~In accordance with Title 5, California Code of Regulations, Part VI, Sections 59400 through 59408,~~ The policy for requiring students to provide instructional and other materials and establishing the provisions for assessing the students a fee for a credit or non-credit course shall conform to the following guidelines:

1. The materials shall be tangible personal property which are owned or primarily controlled by an individual student.
2. The material is of a continuing value to the student outside of the classroom setting, which can be taken from the classroom setting, and which is not wholly consumed, used up or rendered valueless as it is applied in achieving the required objectives of a course which are to be accomplished under the supervision of an instructor during class hours.
3. The material shall not be solely or exclusively available from the district except if it is provided to the student at the District's actual cost; and:
 - a. The material is otherwise generally available, but is provided by the district for health and safety reasons; or
 - b. The material is provided in lieu of other generally available but more expensive material which would otherwise be required.

Any materials not meeting these guidelines will be provided by the District to students at no cost to the student.

This policy shall be published in all subsequent college catalogs.

Reference:

Title 5, California Code of Regulations, Part VI, Sections 59400 through 59408

Adopted: 8-26-85

Revised: 5-23-88

Revised: 4-26-99

Reviewed:

TO: Board of Trustees

FROM: Dixie Bullock, Acting Chancellor

RE: SOCCCD: Board Policy Revision: BP 1400 Code of Ethics for Members of the Board of Trustees, BP 3450 Traffic and Parking Regulations, BP 4009 Drivers for College-Sponsored Activities, BP 4201.3 Re-Employment of Classified Personnel, BP 4203 Sick Leave for Educational Administrators and Classified Leadership Personnel, BP 4316 Telephones, BP 5627 Student Participation in Governance and BP 6122 Challenge of Adopted Instructional Materials

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

Eight board policies are 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 October 14, 2010 for review and recommendation to the Chancellor.

RECOMMENDATION

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

BOARD POLICY

1400

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

COMMUNITY
RELATIONS

CODE OF ETHICS/ ~~FOR MEMBERS OF THE BOARD OF~~ TRUSTEES STANDARDS OF PRACTICE

PREFACE

As a board member, I am a member of a select group of people, chosen by the citizens of the South Orange County Community College District to perform a vital service. I, as a member of the board, have been granted a position of "trusteeship" over the colleges and the District. I have an obligation to fulfill this trust to the best of my ability. To become a capable and successful board member, I must be willing to devote many hours to serving as trustee, attend board meetings, college functions, conferences and workshops, and study issues and problems demanding thoughtful consideration and decision-making.

To This End, I Pledge My Best Efforts To:

1. Exhibit good citizenship in community,- state, and national affairs;
2. Accept the legal and ethical commitments and responsibilities of the colleges to residents of the district, to the staff, to the taxpayers and, most importantly, to the students I serve;
3. Dedicate myself to the highest ideals of honor, honesty, and integrity in all public and personal relationships;
4. Recognize that board members work with fellow board members and that decisions can be made only by a majority vote of the board at a duly convened meeting;
5. Render all decisions regarding the issues at hand based on the available facts and my independent judgments and to refuse to surrender that judgment to individuals or special interest groups;
6. Make responsive decisions to meet the needs of citizens considering their geographic distribution and the cultural and economic makeup of the community;
7. Encourage the free expression of opinion by all board members and to seek systematic communications between the board and students, staff and all elements of the community;
8. Abide by majority decisions of the board, while retaining the right to seek changes in decisions through ethical and constructive channels;

CODE OF ETHICS FOR MEMBERS OF THE
GOVERNING BOARD

9. Keep confidential all information and discussions whenever conducted during closed sessions of the board;
10. Bring direct and indirect credit to the colleges through personal effort — in business, social, professional and personal relationships;
11. Avoid any conflict of interest or the appearance of impropriety that could result because of my position, and avoid intentionally using my board membership for personal gain or personal prestige;
12. Bring to the attention of the Chancellor and fellow board members any existing conflict of interest or impediment to service;
13. Fulfill the responsibilities of my office without regard to prejudice, provinciality, partisanship or animosity;
14. Recognize that I share responsibilities as a major employer and my actions will affect the capacity of many people to practice the profession or trade in which they have so much personal investment;
15. Work with other board members to establish and implement effective board policies and to delegate authority for the administration of the District to the Chancellor;
16. Demonstrate respect for the Chancellor, Board President, and all fellow board members at board meetings and at District as well as community events;
17. Dedicate myself and my efforts to the principle that my country can advance only by maintaining the constitutional rights that provide for the education of its people and the preservation of their ability to solve the problems of society.

Reference:

Accreditation Standard IV.B.1.a.e.h.

Adopted: 9-26-77
Revised: 3-07-88
Revised: 4-26-99
Revised: 9-29-03
Revised:

BOARD POLICY

3450

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BUSINESS

TRAFFIC AND PARKING REGULATIONS

Traffic and parking regulations are developed at the college level, recommended by the Chancellor, approved by the Board of Trustees, and ~~published in the catalog and other appropriate publications.~~ made available through publications and college websites. These regulations will be relatively consistent on all campuses to accommodate those students attending classes at more than one location.

The Board of Trustees authorizes the Department of Safety and Security to issue traffic and parking citations within the boundaries of District properties.

Reference:

California Education Code Section 76360
Vehicle Code Section 21113

Adopted: 3-28-77	Revised: 5-23-88
Revised: 8-28-78	Revised: 11-14-94
Revised: 2-13-79	Revised: 4-26-99
Revised: 6-09-80	Revised: 9-29-03
Revised: 10-21-80	<u>Revised:</u>

BOARD POLICY
SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

***4009**
PERSONNEL

DRIVERS FOR COLLEGE-SPONSORED ACTIVITIES

DELETED:

Please remove from Board Policy Manual and include in Administrative Regulations Manual.
AR-4009

~~The following rules and regulations shall apply concerning transporting students to college-sponsored activities, including field trips:~~

- ~~1. A district or commercial vehicle shall be given first consideration.~~
- ~~2. Within budget limitations the use of full time employees of the district as drivers of district vehicles is encouraged.~~
- ~~3. If necessary, adult members of the community or college students who are at least eighteen (18) years of age may be allowed to drive district or private vehicles.~~
- ~~4. If private vehicles are used, their owners shall also be reimbursed at the current rate of reimbursement allowed by the Internal Revenue Service (adjusted annually by the Board of Trustees January 1).~~
- ~~5. All private vehicles shall carry public liability insurance of not less than \$50,000/\$100,000 and property damage insurance of not less than \$25,000.~~
- ~~6. Prior to an approved trip, drivers who are employed on an hourly basis shall be investigated by the district's insurance carrier to determine whether or not they are classified as safe drivers.~~
- ~~7. All drivers shall be properly licensed. (Note: Vehicles designed to seat ten (10) or more passengers, including the driver, require the driver to have a Class 2 driver's license.)~~
- ~~8. Final approval of drivers shall be the responsibility of the appropriate college president or an appointed designee.~~

~~*Affected by Academic Employee Master Agreement, Article XXIII~~

Adopted: 4-13-70
Revised: 10-08-73
Revised: 4-10-89
Revised: 2-28-94
Revised: 12-04-95
Technical Update: 4-26-99
Revised:

~~9. All drivers shall be subject to any applicable provisions of the Federal Omnibus Transportation Employee Testing Act.~~

~~*Affected by Academic Employee Master Agreement, Article XXIII~~

Adopted: 4-13-70
Revised: 10-08-73
Revised: 4-10-89
Revised: 2-28-94
Revised: 12-04-95
Technical Update: 4-26-99
Revised:

BOARD POLICY
SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

4201.3
PERSONNEL

RE-EMPLOYMENT OF CLASSIFIED PERSONNEL

At the discretion of the Board of Trustees, any permanent classified employee whose employment is terminated after submitting a written resignation and who is separated in good standing may be returned to the same position or to a similar position to that formerly held without further competitive examination within thirty-nine (39) months after the employee's last date of paid employment. If the employee is rehired, the district shall disregard the break in service and restore all the rights, benefits, and ~~burdens-responsibilities~~ of a permanent employee, except for the provisions applicable to classified bargaining and non bargaining unit employees that the employee's seniority date will be the date of rehire.

When an employee is re-employed thirty-nine (39) or more months after the last day of the previous service, the employee shall be considered a new employee and the regulations that govern new employees to the district shall apply.

Under this policy the employee's re-employment shall be discretionary and include the Chancellor's recommendation in addition to the board's approval.

Adopted: 9-29-69
Revised: 2-28-77
Revised: 4-10-89
Technical Update: 4-26-99
Revised:

BOARD POLICY

4203

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

PERSONNEL

SICK LEAVE FOR EDUCATIONAL ADMINISTRATORS AND CLASSIFIED LEADERSHIP-MANAGEMENT PERSONNEL

Employees who are not members of a collective bargaining unit shall be entitled to a leave of absence for personal illness or injury with full salary at the rate of one (1) day for each month served. Credit for a leave of absence need not be accrued prior to the taking of such leave by the employee. The leave of absence may be taken at any time during the year. However, a new Educational Administrator/ Classified ~~Leadership-Management~~ employee of the district shall not be eligible to take more than six (6) days or the proportionate amount to which the employee may be entitled under Education Code Section 88191 until the first day of the calendar month after the completion of six (6) months of service with the district. Sick leave that is not used during any fiscal year shall be allowed to accumulate from year to year. ~~(Calif. Ed. Code, Section 88191).~~

~~Additional sick leave for non-industrial accident or illness shall be granted as provided in the employee handbook for Educational Administrators and Classified Leadership employees.~~

Reference:

California Education Code, Section 88191

Adopted: 9-29-69
Revised: 7-10-73
Revised: 4-10-89
Technical Update: 4-26-99
Revised:

BOARD POLICY

4316

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

PERSONNEL

TELEPHONES

~~District and college telephone equipment should not be used by employees and students for personal business.~~

Deleted; policy is covered in AR 4002

Revised: 4-10-89
Revised: 5-11-92
Revised: 4-26-99
Revised:

BOARD POLICY
SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

5627
STUDENTS

STUDENT PARTICIPATION IN GOVERNANCE

The Associated Students of the colleges of the South Orange County Community College District shall be given an opportunity to participate in the formulation and development of district policies and ~~procedures-regulations~~ that have a significant effect on students, as defined by law (Title 5, Calif. Code of Regulations, Section 51023.7 and Calif. Ed. Code, Section 70902[b][7]). ~~The selection of student representatives to serve on SOCCCD committees or task forces shall be made after consultation with the Associated Student Governments of the respective colleges. The opinions and recommendations of the students will be given every reasonable consideration.~~

Except for emergency situations, the Board of Trustees shall not take any action on matters subject to this policy until the designated student groups have been provided the opportunity to participate.

~~Nothing in this policy will be construed to interfere with the formation or administration of employee organizations or with the exercise of rights guaranteed under the Education Employment Relations Act, Government Code, Section 3540, et seq.~~

~~Nothing in this policy shall be construed to cause changes in current practices of student participation in the formulation and development of SOCCCD policies and procedures.~~

Reference:

Title 5, California Education Code of Regulations, Section 51023.7;
California Education C, Section 70902[b][7]

Adopted: 12-11-00
Revised:

BOARD POLICY

***6122**

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

INSTRUCTION

CHALLENGE OF ADOPTED INSTRUCTIONAL MATERIALS

~~The selection of instructional materials is the professional responsibility of faculty members and administrators of the colleges with the approval of the Board of Trustees. The district guarantees academic freedom and encourages the faculty to exercise this right in the selection of instructional materials. Opportunities are provided for objective examination of all adopted instructional materials, and review procedures are available at the colleges in the Office of the Vice President of Instruction (Calif. Ed. Code, Section 70902).~~

DELETED: Removed from Board Policy Manual

*Affected by Academic Employee Master Agreement, Article XXIII

Adopted: 2-14-77

Revised: 7-17-89

Revised: 2-28-94

Technical Update: 4-26-99

Deleted:

TO: Board of Trustees
FROM: Dixie Bullock, Acting 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 are presented to the Board of Trustees for approval/ratification to be effective on the dates as shown on the Exhibit.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees approve/ratify the academic personnel actions as shown in Exhibit A.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ACADEMIC PERSONNEL ACTIONS/RATIFICATIONS

A. NEW PERSONNEL APPOINTMENTS

1. 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>
Almeda, AJ Eliseo	MS/Physiological Sci.	Biology/SC	II/6	01/10/11
Carnie, Henry	Ph.D./History	History/IVC	V/6	01/10/11
Chung, Hyojin	MS/Applied Math	Mathematics/SC	II/6	01/10/11
Russell, Christina	MA/Political	Political Science/SC	II/6	01/10/11
Schwarz, Carl	Ph.D./Political Science	Political Science/IVC	V/6	01/10/11

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.

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Cecale, Courtney	MA/Social Sciences	Anthropology/SC	II/6	01/11/11

Equivalency is based on a Master of Arts degree in Social Sciences, with an emphasis in Anthropology, from the University of Chicago, and a Bachelor of Arts degree in Anthropology from the University of California, Los Angeles. Ms. Cecale gained experience as a teaching assistant while earning her Associates degree in Anthropology at Saddleback College. At the University of Chicago, she was a Graduate Student Leader, coordinating and teaching graduate students as part of the University's Subaltern Studies Student Workshop. Other leadership roles include Co-Founder and Vice President of the Revolutionary Association of Women in Afghanistan at the University of California, Los Angeles, and organizing the Social Justice Speaker Series at the University. In addition to completing her Master's thesis at the University of Chicago, Ms. Cecale expanded her research experience and field work by attending the Cotsen Institute Field School in Cuzco, Peru, and the Institute of Irish Studies at Queen's University in Belfast, Ireland.

A. NEW PERSONNEL APPOINTMENTS - Continued

1. 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</u>	<u>Placement</u>	<u>Start Date</u>
Adams, Brittany Jo	MA/History	History/IVC		II/6	10/18/10
Adams, Janet	MFA/Fine Arts	Art (Emeritus)/IVC		II/6	09/20/10
Gialamus, Gus	Medical Doctor	Athletics Team Physician/SC		DR07	09/30/10

EQUIVALENCY

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

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary</u>	<u>Placement</u>	<u>Start Date</u>
¹ Baldonado, Elgitz	BA/Psychology	Kinesiology/Emeritus/IVC		I/6	10/12/10

Equivalency is based on a Bachelor of Arts degree in Psychology from the University of California, Los Angeles, and anticipated Master of Science degree in Kinesiology and Nutritional Science from California State University, Los Angeles. Ms. Baldonado has been in the working in fitness for over ten years, and has instructed classes in kinesiology and nutrition at California State University, Los Angeles since 2002. Her work experience includes twelve years with YMCA adult and senior fitness programs as an instructor and trainer, Physical Education and Health instructor at Granada Hills elementary school, and fitness instruction at the Spa and Fitness Club in Costa Mesa.

² Bangston, Sonya	BA/Business	Computer, Info. Mgmt/IVC		I/11	09/18/10
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Equivalency is based on a Bachelor of Business Administration degree from National University in Vista, California, and extensive experience in the field. Ms. Bangston has worked as a Television and Video Production Specialist for the past 9 years at Irvine Valley College. She has worked extensively in the digital video environment, producing numerous video productions using Final Cut Pro as well as other digital video editing software programs. Ms. Bangston has over 20 years of experience as a freelance video producer, producing a wide variety of programs including talk shows, documentaries, informational programs, and promotional and training videos. She has been a part-time instructor of Video Production courses for multiple semesters at both Irvine Valley College and Saddleback College.

¹ Emergency hire.

² Emergency hire. Classified Bargaining Unit employee since September 23, 1989 and currently working as a full-time Video Production Specialist, Public Information and Marketing, Irvine Valley College.

A. NEW PERSONNEL APPOINTMENTS - Continued

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

EQUIVALENCY

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
³ Moline-Brooks, Andrea	PhD/Psych	Kinesiology/Emeritus/IVC	V/6	10/12/10

Equivalency is based on a Doctorate degree in Mythology and Depth Psychology from Pacifica Graduate Institute in Carpinteria, California, and extensive experience in the elder community. Dr. Moline-Brooks taught courses through the Saddleback College Emeritus Institute for over ten years, including aerobics, body conditioning, chair exercise, yoga, Pilates, sports stretch, and Psychology of Aging. She has twenty-five years of experience as a healer and hospice care worker in the local senior community. Dr. Moline-Brooks is also certified as a Personal and Weight Trainer through AFAA (Aerobics and Fitness Association of America).

B. ADDITIONAL COMPENSATION: GENERAL FUND

1. 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>
Cesareo-Silva, Claire	Accreditation Self Study/SC	\$ 4,123.00	08/23/10-12/19/10
Goodman, Richard	Liaison, Drug Court/SC	1,376.80	08/23/10-12/17/10
Long, Michael	Co-Coord/Train Facilitator/SC	500.00	08/23/10-12/17/10
Marangi, Kent	Team Physician/Athletics/SC	1,500.00	08/24/10-11/30/10
Mikolajczak, Michaelyn	Accreditation Steering/SC	3,442.00	08/13/10-12/19/10
Smith, Maureen	Co-Coord/Train Facilitator/SC	500.00	08/23/10-12/17/10

C. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for 2010/2011 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount</u>	<u>Effective Date</u>
Aminy, Marina	BSI Project, Eng Matric/Enroll/SC	\$ 1,548.90	08/23/10-12/19/10
Aminy, Marina	BSI Project, Eng Matric/Enroll/SC	1,032.60	01/10/11-05/19/11
Durazo-Senkbell, C.	BSI Project, Eng Lg. Learner's/SC	1,376.80	08/23/10-12/19/10
Durazo-Senkbell, C.	BSI Project, Eng Lg. Learner's/SC	1,376.80	01/10/11-05/19/11
Durazo-Senkbell, C.	BSI Project, Sum 2011 ESL Prog./SC	516.30	01/10/11-05/19/11
Hagen, Gerard	Musical Performance/Foundation/SC	175.00	08/30/10-08/30/10
Henry, Vinton R.	Trainer, Health Info. Technology/SC	688.40	07/01/10-08/22/10

³ Emergency rehire, terminated due to inactivity as a part-time faculty member.

C. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for 2010/2011 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u> <u>Amount</u>	<u>Effective Date</u>
Hughes, Luther	Musical Performance/Foundation/SC	\$ 225.00	08/30/10-08/30/10
Johnson, Paul	Musical Performance/Foundation/SC	225.00	08/30/10-08/30/10
Lam, Chin	BSI Project, redesign ESL Website/SC	1,273.54	08/23/10-12/19/10
Lam, Chin	BSI Project, redesign ESL Website/SC	1,273.54	01/10/11-05/19/11
Martinez, Julie	Regional Workshop/IVC	500.00	10/25/10-10/27/10
Pangborn, Frank	Facilitator, Seminar/Practica/TPP/IVC	2,000.00	10/18/10-12/19/10
Pinter, Gerald	Musical Performance/Foundation/SC	225.00	08/30/10-08/30/10
Rosenn, Tristen	Musical Performance/Foundation/SC	175.00	08/30/10-08/30/10
Scharf, Michelle	Evaluate Elec. Tech. Certificate/IVC	420.00	07/01/10-09/30/10
Stevens, Kay	Eval/Refine Health Info. Tech Prog/SC	1,032.60	07/01/10-08/22/10
Stevens, Kay	Eval/Refine Health Info. Tech Prog/SC	963.76	08/23/10-12/20/10
Stout, Ronald	Musical Performance/Foundation/SC	225.00	08/30/10-08/30/10
Tamialis, Barbara	Proj. Dir./Career Tech Ed. CC Grant/SC	2,000.00	08/23/10-12/17/10
Tamialis, Barbara	Proj. Dir./Career Tech Ed. CC Grant/SC	2,000.00	01/10/11-05/19/11
Thorpe, Terry	Facilitate Seminar/Practica/TPP/IVC	2,000.00	10/18/10-12/19/10

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**ITEM: 6.10
DATE: 10/25/10**

TO: Board of Trustees
FROM: Dixie Bullock, Acting 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 Acting Chancellor recommends that the Board of Trustees approve/ratify the classified personnel actions as shown in Exhibit A.

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. CRAWFORD, BRITTANY is to be employed as Administrative Assistant, Pos # 4227, Office of Instruction, Irvine Valley College, Classified Bargaining Unit Salary Range 121, Step 1, 29 hours per week, 12 months per year, effective July 26, 2010. This is a replacement for Jeanne Venditti, who retired.
 - b. GUAJARDO, IAN is to be employed as Assistant Director of Facilities, Pos #4284, Office of Physical Plant, Irvine Valley College, Classified Management Salary Range 7, Step 1, 40 hours per week, 12 months per year, effective November 1, 2010. This position was approved by the Board of Trustees on July 26, 2010.
 - c. HEREDIA, GRISEL is to be employed as Admissions and Records Specialist I, Pos #2727, Office of Admissions, Records and Enrollment Services, Saddleback College, Classified Bargaining Unit Salary Range 116, Step 1, 25 hours per week, 12 months per year, effective September 1, 2010. This is a replacement for Kathy Mc Gann, who received a change in status.
 - d. LING, JYUEGUANG is to be employed as Library Technician, pos #4265, School of Library Services, Irvine Valley College, Classified Bargaining Unit Salary Range 125, Step 1, 19 hours per week, 12 months per year, effective October 18, 2010. This position was approved by the Board of Trustees on March 25, 2010.
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>
Caras, Amber	Ticket Office Operations Assistant/SC	116/1	09/23/10
Chung, Michelle	Accounting Assistant/IVC	118/1	09/28/10
Dixon, Kathleen	Sr. Laboratory Technician, Computers/IVC	130/1	10/18/10
Dunn, Clara	Senior Accounting Specialist/SC	131/1	09/22/10
Hernandez, Milton	Custodian/IVC	113/1	09/01/10
¹ O'Connor, Patricia	Office Assistant/SC	113/6	10/04/10
Speakman, Joyce	Executive Assistant/SC	133/1	09/10/10
Speakman, Joyce	Human Resources Assistant/District	121/1	09/27/10
Taylor, Delainey	Student Development Office Assistant/SC	121/1	08/16/10
Volosing, Rachel	Administrative Assistant/IVC	121/1	09/07/10

¹ Retired with PERS on May 16, 2009 from Saddleback College, rehired temporary in previous assignment.

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>
Algozzini, David	Adapted Kines. Aide/SC	\$ 10.50	09/28/10-06/30/11
² Arendts, Erika	Clerk, Short-Term/IVC	11.00	09/10/10-06/30/11
Baker, Laura	TPP Aide/SC	10.00	08/31/10-06/30/11
Beeler, Danielle	Coaching Aide/SC	15.00	09/01/10-06/30/11
Bones, Gerald	Project Specialist/SC	10.50	08/16/10-06/30/11
Bower, Matthew	TMD Aide/SC	9.50	09/01/10-06/30/11
Cabagnot, Al Stephen	Project Specialist/SC	12.00	09/27/10-06/30/11
Chabolla, Jeannie	Project Specialist/SC	12.50	07/01/10-06/30/11
Crowson, Sue	Project Specialist/SC	16.00	09/01/10-06/30/11
Cuevas, Mary Lynn	Project Specialist/SC	9.50	09/01/10-06/30/11
De Michele, Xavier	TMD Aide/SC	10.50	08/31/10-06/30/11
Dill, Laura	Project Specialist/SC	20.00	09/01/10-06/30/11
Doumad, Andre	Clerk, Short-Term/IVC	10.00	10/04/10-06/30/11
Fletcher, Monique	CDC Aide/SC	12.00	08/17/10-06/30/11
Griffin, Jack	TPP Aide/SC	10.00	09/09/10-06/30/11
Gronau, John	Project Specialist/IVC	14.00	09/17/10-06/30/11
Groover, Michael	TMD Aide/SC	9.50	09/01/10-06/30/11
Guntrum, Ciara	TPP Aide/SC	10.00	08/31/10-06/30/11
Hastings, Emily	TMD Aide/SC	9.50	09/01/10-06/30/11
Haynes, Genevieve	Project Spec./SC	16.00	09/16/10-06/30/11
Heller, James	TMD Aide/SC	9.50	09/01/10-06/30/11
Hunn, Amanda	TPP Aide/SC	10.00	09/28/10-06/30/11
Hunt, Becky	TMD Aide/SC	9.50	09/01/10-06/30/11
Klink, John	Coaching Aide/SC	15.00	09/28/10-06/30/11
Kovalchuk, Ekaterina	Project Specialist/SC	12.50	09/01/10-06/30/11
Leggett, Danielle	Clerk, Short-Term/IVC	11.00	09/13/10-06/30/11
McMackin, Kelly	CDC Aide/SC	12.50	09/09/10-06/30/11
Miller, Matthew	Project Specialist/SC	16.00	08/23/10-06/30/11
Montoya, Natalie	Coaching Aide/SC	15.00	09/01/10-06/30/11
Murphy, Timothy	TMD Aide/SC	9.50	09/01/10-06/30/11
Namazi, Husin	TPP Aide/SC	10.00	09/27/10-06/30/11
Ortiz, Maria	Child Dev. Center Aide/SC	12.00	09/16/10-06/30/11
Peeler, Danielle	Coaching Aide/SC	15.00	09/01/10-06/30/11
Perez, Denice	Project Specialist/SC	12.50	08/01/10-06/30/11
Petrovich, Alexis	Project Specialist/SC	12.50	08/01/10-06/30/11
Redjai, Nora	TMD Aide/SC	10.50	08/31/10-06/30/11
Reynaga, Emily-Corinne	TPP Aide/SC	10.00	08/31/10-06/30/11
Roset, Mariah	TPP Aide/SC	10.00	08/31/10-06/30/11
Schlesinger, David	Project Specialist/SC	16.00	08/18/10-06/30/11
Scott, David	TMD Aide/SC	10.50	09/30/10-06/30/11
Strickland, Brandon	Project Specialist/SC	10.50	08/25/10-06/30/11

² Sister of Sophie Miller, Executive Assistant, Office of the President, Saddleback College.

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>
Svehlak, Paige	TPP Aide/SC	\$ 10.00	09/09/10-06/30/11
Thongsuk, Soh	Project Specialist/SC	11.50	09/01/10-06/30/11
Verburg, Jennifer	TMD Aide/IVC	10.50	09/10/10-06/30/11
Wong Burdett, Rebecca	Project Specialist/IVC	20.00	09/14/10-06/30/11
Yaganeh, Sami	Project Specialist/SC	10.50	09/03/10-06/30/11
Yasukochi, Britnee	Coaching Aide/SC	15.00	09/09/10-06/30/11
Young, Victoria	TMD Aide/IVC	8.50	09/13/10-06/30/11

4. The following individuals are to be employed as **Student Help (Temporary)**, Irvine Valley College, Saddleback College, ATEP, or District on an if-and-as-needed-basis, for the **2010/2011** academic year.

<u>Name</u>	<u>Start/End Date</u>
Allahverdien, Tina	09/08/10-06/30/11
Bang, Jennifer	09/01/10-06/30/11
Barrack, Casey	09/01/10-06/30/11
Billings, Christine	09/30/10-06/30/11
Brandao, Erick	09/14/10-06/30/11
Brown, Ashley	10/01/10-06/30/11
Chavez, Kristina	10/01/10-06/30/11
Elbezri, Rana	10/01/10-06/30/11
Heller, James	09/01/10-06/30/11
Hernandez, Jenny	10/04/10-06/30/11
Malik, Amber	10/01/10-06/30/11
Nabwani, Bassam	09/01/10-06/30/11
Nambiar, Varsha	09/01/10-06/30/11
Niculescu, Laura	10/04/10-06/30/11
Presley, Ashley	09/14/10-06/30/11
Qader, Sheila	10/01/10-06/30/11
Rasouli, Monira	10/01/10-06/30/11
Sandhu, Ravinder	08/31/10-06/30/11
Shahid, Ahlam	10/01/10-06/30/11
Stewart, Jason	08/31/10-06/30/11
Terp, Matthew	09/17/10-06/30/11

A. NEW PERSONNEL APPOINTMENTS - Continued

5. The following individuals are to be employed on a temporary basis, as **Professional Expert (Community and Contract Education)**, Irvine Valley College, Saddleback College, ATEP or District, 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>
Aldana, Daniel	Comm. Ed./IVC	\$ 2500.00/cs ³	09/20/10-06/30/11
Burke, Gail	Tutor/SC	10.50/hr	09/09/10-06/30/11
Burns, Stephen	Comm. Ed./IVC	2500.00/cs	09/17/10-06/30/11
Diamond, Jean	Tutor/SC	8.50/hr	08/30/10-06/30/11
Hutchinson, Charlene	Interpreter IV/IVC/SC	42.00/hr	09/15/10-06/30/11
Kilic, Nehir	Tutor/IVC	8.50/hr	09/13/10-06/30/11
Lee, Chrisptoyer	Certified Test Proctor/IVC	11.50/hr	09/01/10-06/30/11
Nguyen, Alexander	Tutor/IVC	12.00/hr	10/04/10-06/30/11
Phelps, Tevin	Tutor/IVC	8.50/hr	09/27/10-06/30/11
Pinto, Andrew	Certified Test Proctor/IVC	11.50/hr	09/01/10-06/30/11
Tarpo, Jodie	Tutor/SC	10.00/hr	09/09/10-06/30/11
⁴ Volchek, Margaret	CACT Educator/IVC	68.89/hr	09/13/10-06/30/11
Zack, Darren	Tutor/IVC	10.00/hr	09/10/10-06/30/11

B. AUTHORIZATION TO ELIMINATE CLASSIFIED POSITION AND/OR POSITION NUMBERS

1. CUSTODIAN, Pos #4164, Classified Bargaining Unit Salary Range 113, Facilities Custodial, Office of Physical Plant, Irvine Valley College seeks authorization to eliminate this part-time, 16 hours per week, 12 months per year position, from its staff complement, effective November 1, 2010. (Position approved: December 5, 2008)
2. GROUNDSKEEPER, Pos #4148, Classified Bargaining Unit Salary Range 118, Facilities Grounds, Office of Physical Plant, Irvine Valley College seeks authorization to eliminate this part-time, 16 hours per week, 12 months per year position, from its staff complement, effective October 26, 2010. (Position approved: December 5, 2008)
3. INSTRUCTIONAL ASSISTANT, Classified Bargaining Unit Salary Range 122, Learning Center, School of Library Services, Irvine Valley College seeks authorization to eliminate this part-time, 15 hours per week, 10 months per year position from its staff complement, effective November 1, 2010. (Position approved: July 26, 2010)

C. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION

1. CUSTODIAN, Classified Bargaining Unit Salary Range 113, Facilities Custodial, Office of Physical Plant, Irvine Valley College seeks authorization to establish and announce a part-time, 25 hours per week, 12 months per year position to its staff complement, effective October 26, 2010.

³ CS=per course

⁴ Wife of Richard Groscoast, Police Operations Lieutenant, Office of Safety and Security, Irvine Valley College.

C. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION

2. GROUNDKEEPER, Classified Bargaining Unit Salary Range 118, Facilities Grounds, Office of Physical Plant, Irvine Valley College seeks authorization to establish and announce a full-time, 40 hours per week, 12 months per year position to its staff complement, effective October 26, 2010.
3. INSTRUCTIONAL ASSISTANT, Classified Bargaining Unit Salary Range 122, Learning Center, School of Library Services, Irvine Valley College seeks authorization to establish and announce a full-time, 40 hours per week, 12 months per year position to its staff complement, effective November 1, 2010.

D. AUTHORIZATION TO CHANGE A CLASSIFIED POSITION

1. CUSTODIAN, Pos #2265, Classified Bargaining Unit Salary Range 113, 20 hours per week, 12 months per year, Facilities Custodial, Office of Physical Plant, Irvine Valley College seeks authorization to permanently increase hours to 40 hours per week, plus a 5% shift differential, 12 months per year, effective October 26, 2010.
2. LIBRARY ASSISTANT I, Pos #3955, Classified Bargaining Unit Salary Range 115, 20 hours per week, 12 months per year, School of Library Services, Irvine Valley College seeks authorization to permanently increase hours to 40 hours per week, 12 months per year, effective November 1, 2010.
3. SPORTS PUBLIC INFORMATION OFFICER, Pos #3372, Classified Bargaining Unit Salary Range 129, 20 hours per week, 10 months per year, School of Health Sciences, Physical Education and Athletics, Irvine Valley College seeks authorization to permanently increase hours and months to 40 hours per week, 12 months per year, effective November 1, 2010.

E. AUTHORIZATION TO REORGANIZE A CLASSIFIED POSITION

1. WEBMASTER, Pos #4114, Classified Bargaining Unit Salary Range 144; District seeks authorization to reorganize and change the reporting structure of this Classified Bargaining Unit position from reporting to Director, Public Information and Marketing, Advanced Technology and Education Park facility, Irvine Valley College, to begin reporting to the Director of Public Information and Marketing, Office of College Publications, Saddleback College, effective October 14, 2010. This position is assigned to Michael Martinez, ID #15434. (Position Approved: May 26, 2009)

F. TRANSFER

1. CLASSIFIED EMPLOYMENT

- a. MARTINEZ, MICHAEL, ID #15434, Webmaster, Pos ID #4114, Advanced Technology and Education Park, Classified Bargaining Unit Salary Range 144, Step 4, 40 hours per week, 12 months per year, Advanced Technology and Education Park facility, Irvine Valley College has been given a District initiated transfer to report to the Director of Public Information and Marketing, Office of College Publications, Saddleback College, effective October 14, 2010. This item is subject to the approval by the Board of Trustees pursuant to a reorganization defined in item E1 of this agenda and Article 13.6.2 of the C.S.E.A. Contract.

G. CHANGE OF STATUS

1. CLASSIFIED EMPLOYMENT

- a. CHAKRABORTY, JHUMA, ID #15941, Library Assistant I, Pos #3955, Classified Bargaining Unit Salary Range 115, Step 2, 20 hours per week, 12 months per year, School of Library Services, Irvine Valley College, is to be given a temporary increase in hours to 40 hours per week effective October 1, 2010 through October 31, 2010, pursuant to a waiver of rights under Article 7.3 of the C.S.E.A. Contract.
- b. CHAKRABORTY, JHUMA, ID #15941, Library Assistant I, Pos #3955, Classified Bargaining Unit Salary Range 115, Step 2, 20 hours per week, 12 months per year, School of Library Services, Irvine Valley College, is to be given a permanent increase in hours to 40 hours per week, 12 months per year, effective November 1, 2010, pursuant to a waiver of rights under Article 7.3 of the C.S.E.A. Contract. This item is subject to the approval by the Board of Trustees of item D2 of this agenda.
- c. LOONEY, CAMERON, ID #16144, Custodian, Pos #2265, Classified Bargaining Unit Salary Range 113, Step 2, 20 hours per week, 12 months per year, Facilities Custodial, Office of Physical Plant, Irvine Valley College, is to be given a permanent increase in hours to 40 hours per week, 12 months per year, plus a 5% shift differential and with benefits, effective November 1, 2010, pursuant to Article 7.3 of the C.S.E.A. Contract. This item is subject to the approval by the Board of Trustees of item D1 of this agenda.
- d. SHAVER, BRENT, ID #8764, Sports Public Information Officer Pos #3372, Classified Bargaining Unit Salary Range 129, Step 6, 20 hours per week, 10 months per year, School of Health Sciences, Physical Education and Athletics, Irvine Valley College, is to be given a temporary increase in hours to 40 hours per week effective October 1, 2010 through October 31, 2010, pursuant to a waiver of rights under Article 7.3 of the C.S.E.A. Contract.
- e. SHAVER, BRENT, ID #8764, Sports Public Information Officer Pos #3372, Classified Bargaining Unit Salary Range 129, Step 6, 20 hours per week, 10 months per year, School of Health Sciences, Physical Education and Athletics, Irvine Valley College is to be given a permanent increase in hours and months per year to 40 hours per week, 12 months per year, effective November 1, 2010, pursuant to a waiver of rights under Article 7.3 of the C.S.E.A. Contract. This item is subject to the approval by the Board of Trustees of item D3 of this agenda.

2. CLASSIFIED EMPLOYMENT (Information Items – Pursuant to Board Policy 4002.1)

- a. KIRSTEN, DONA, ID #16483, Office Assistant, Pos #3205, Classified Bargaining Unit Salary Range 113, Step 2, 29 hours per week, 12 months per year, Division of Mathematics, Sciences and Engineering, Saddleback College, is to be employed as Senior Administrative Assistant, Pos #3335, Classified Bargaining Unit Salary Range 127, Step 2, 40 hours per week, 12 months per year, Division of Mathematics, Sciences and Engineering, Saddleback College, effective October 4, 2010. This is a replacement for Beth Brokaw, who retired.

G. CHANGE OF STATUS - Continued

2. **CLASSIFIED EMPLOYMENT** (Information Items – Pursuant to Board Policy 4002.1)

- b. MC CLUSKY, GEORGANNE, ID #11613, Senior Administrative Assistant, Pos #3367, Classified Bargaining Unit Salary Range 127, Step 6, 40 hours per week, 12 months per year, School of Extended Education, Emeritus Institute, Irvine Valley College, has been given a lateral transfer as Senior Administrative Assistant, Pos #3282, Classified Bargaining Unit Salary Range 127, Step 6, 40 hours per week, 12 months per year, Office of Instruction, Emeritus Institute, Saddleback College, effective October 12, 2010. This is a replacement for Donna Beck, who retired.

H. CLASSIFIED BILINGUAL STIPEND, ADDITIONAL COMPENSATION

1. ARAIZA, ELVA, ID #3467, Admissions and Records Evaluator, Pos #3231, Classified Bargaining Unit Salary Range 126, Step 6, plus 2% bilingual, 40 hours per week, 12 months per year, Office of Admissions, Records and Enrollment Services, Saddleback College, additional compensation of 2% of the base salary is to be rescinded, as bilingual ability is no longer used as a regular and routine component of assigned duties, as outlined in the C.S.E.A. contract, Article 8.1.1 “Bilingual Stipend”, effective October 1, 2010.

I. OUT OF CLASS ASSIGNMENTS

1. GODINEZ, JESUS, ID #11635, Custodian, Pos #1159, Classified Bargaining Unit Salary Range 113, Step 6, plus 7.5% shift differential, 40 hours per week, 12 months per year, Facilities Custodial, Office of Physical Plant, Saddleback College, has been given a temporary change in assignment to Lead Custodian, Pos #3276, Classified Bargaining Unit Salary Range 119, Step 4, plus 7.5% shift differential, 40 hours per week, Facilities Custodial, Office of Physical Plant, Saddleback College, effective September 17, 2010 through September 24, 2010. This is a temporary reassignment for Alex Isai, who was on leave.
2. LEOWIDJAJA, SILVERIUS, ID #14272, Budget Control/Fiscal Officer, Pos #3518, a temporary out of class assignment, Classified Bargaining Unit Salary Range 130, Step 2, 40 hours per week, Office of College Fiscal Services, Irvine Valley College, assignment extended to September 24, 2010, and returned to permanent assignment as Admissions and Records Specialist III, Pos #3394, Classified Bargaining Unit Salary Range 122, Step 5, 40 hours per week, 12 months per year, Office of Admissions, Records and Enrollment Services, Irvine Valley College, effective September 27, 2010.
3. LONG, ERIN, ID #10875, Senior Administrative Assistant, Pos #4281, a temporary out of class assignment, Classified Bargaining Unit Salary Range 127, Step 4, 40 hours per week, Student Development, Office of Student Services, Saddleback College, temporary assignment is to end on October 24, 2010.

I. OUT OF CLASS ASSIGNMENTS - Continued

4. LONG, ERIN, ID #10875, Student Development Office Assistant, Pos #4107, Classified Bargaining Unit Salary Range 121, Step 6, 40 hours per week, 12 months per year, Student Development, Office of Student Services, Saddleback College is to be given a temporary change in assignment to Acting Coordinator of Outreach and Recruitment, Pos #4028, Classified Management Salary Range 4, Step 1, 40 hours per week, Office of Student Services, Saddleback College, effective October 25, 2010. This is a temporary reassignment for Leslie Humphrey-Quirk, who will be on leave.
5. MALAGON, SANDRA, ID #10314, College Information Operator, Pos #3356, Classified Bargaining Unit Salary Range 113, Step 6, 40 hours per week, 12 months per year, Office of Student Services, Saddleback College, is to be given a temporary change in assignment to Senior Administrative Assistant, Pos #3365, 40 hours per week, Student Development, Office of Student Services, Saddleback College, effective October 25, 2010. This is a temporary reassignment in a vacant position.

J. LEAVE OF ABSENCE

1. ROBERTSON, SCOTT, ID #10523, Ticket Office Operations Assistant, Pos #4026, Classified Bargaining Unit Salary Range 116, Step 6, 29 hours per week, 12 months per year, Division of Fine Arts and Media Technology, Saddleback College has been granted a leave without pay, and without benefits, pursuant to Article 12.11 of the C.S.E.A. contract, effective September 20, 2010 through November 30, 2010.

K. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

1. HOLMES, BRITNEE, ID #12547, Administrative Assistant, Pos #3538, Classified Bargaining Unit Salary Range 121, Step 4, 40 hours per week, 12 months per year, Academic Senate, Office of Instruction, Saddleback College, resignation effective October 1, 2010. Payment is authorized for any compensated time off. (Permanent Hire date: March 31, 2008)

L. VOLUNTEERS

1. The following individuals are to be approved as Volunteers for the 2010/2011 academic year.

Counseling Services and Special Programs, Saddleback College

Baer, Kathy	Bent, Rivka	Bisconti, Jacquie
Cervantes, Victor	Cline, Shane	Garcia, Mary
Hachbarth, Priscilla	Hubbard, Jeanne	Michael, Adrian
Miles, Maura	Palmer, Stratton	Peralta, Liza
Pinesett, Chais	Reed, Carmen	Rosenberg, Cathy
Vasquez, Gilbert	Williams, Janine	

Fine Arts, Saddleback College

Isen, Thalia	Lindsey, Pam	Lindsey, Katelyn
Quan, Laura	Quan, Rachyl	Stamos, Alexia
Stamos, Stephanie	Stamos, Suzanne	Whaley, David
Williams, Scott		

L. VOLUNTEERS - Continued

1. The following individuals are to be approved as Volunteers for the 2010/2011 academic year.

Kinesiology, Physical Education and Athletics, Saddleback College

Catalano, Torri Gray, Patricia Hartman, Randi
Tran, Michael

Learning Assistance Program, Liberal Arts and Learning Resources, Saddleback College

Akhondzadeh, Sasan Al-Sarraf, Jamal Beshqoy, Natalia
Bowers, Alexander Gale, Susan Huth, Howard
Kimback, Eun Lee, Holly Lepowsky, Jeanne
Martin, Dennis Mendoza, Andres Mercado, Romeo
Moshrefi, Darya Navarra, Francis Taba, Christine

Mathematics, Sciences and Engineering, Saddleback College

Cordova, Jeremy Corson, Greg Counts, Stephen
Oakes, Shane Stanton, Ann

Social and Behavioral Sciences, Saddleback College

Jones, Jared

Fine Arts, Irvine Valley College

Ali, Sagal Brown, Melody Carlos, Diana
Char, Justin Haynes, Cynthia Lee, Christine
Murillo, Anastasia Radana, Cecilia Shibutani, Riyo
Titus, Mary Traufler, Brittany Webster, Ruth Anne

Learning Assistance Program, Irvine Valley College

Bubriski, Jean Fiedor, Matt Ho, Edward
Pang, Julie Roth, Mel Shirazi, Dorsa
Shirazi, Roksana Sibley, Jerrica Welty, Rebecca

Library Services, Irvine Valley College

Acosta, Cristal Yazdanian, Khodadad

Office of Special Programs and Services, Irvine Valley College

Silva, Analicia Whittaker, James

Guidance and Counseling, Irvine Valley College

Dieu, Jasmine

Humanities and Languages, Irvine Valley College

Ito, Tomoko Nose, Naoko

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: SOCCCD: Request to Rescind Spring 2011 Sabbatical
ACTION: Approval

BACKGROUND

Annually, the SOCCCD Board of Trustees reviews the recommendations of the Sabbatical Committee of faculty sabbatical projects for the upcoming academic year. Sabbatical projects are reviewed and approved in accordance with Article XXVI, Section H, of the Academic Employee Master Agreement.

On January 25, 2010, the Board of Trustees approved the sabbatical projects of 17 faculty members, including Jeffrey Clark, Professor of English, Liberal Arts Division, Saddleback College, for Spring Semester 2011.

STATUS

Due to professional and personal commitments and concerns, Jeffrey Clark has requested that approval of his sabbatical leave for Spring 2011 be rescinded.

RECOMMENDATION

The Acting Chancellor recommends that the Board of Trustees accept the request to rescind approval of sabbatical leave for Jeffrey Clark for the Spring 2011 semester.

TO: Board of Trustees
FROM: Dixie Bullock, Acting 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 any college and/or ATEP 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>
9/27/10 - 12:00pm	BGS 119	Diane McGroarty	Fashion 140	Keyonna Cox	Fashion stylists
10/5/10 - 11:00am	BGS 119	Diane McGroarty	Fashion 101	Cheri Wilson	Designers
10/5/10 - 6:00pm	BGS 119	Diane McGroarty	Fashion 101	Loren Dilullo	Customer service reps
10/6/10 - 2:00pm	BGS 144	Russell Booker	Futures Teachers Club	Gail Watts	Teaching requirements
10/13/10 - 11:00am	BGS 104	Lisa Elston	Fashion 235	Becca Davis Scherzer & Jason Acuna	Apparel design @ Quicksilver
10/14/10 - 12:00pm	HS 145	Claire Cesareo-Silva	Anthropology Speaker Series	Brian Gleeson	Cultural Influences on Power Dynamics in Hupa History: Current Anthropology and Ethnohistory Research in Native Northwest California
10/22/10 - 9:00am	FA 206	Tom Morgan	Art 80	Marianne Stewart	Selected drawing techniques, CSULB art programs
1/28/11 - 10:30am	SM313	Sara Sheybani	Science Lecture Series	Dr. Donald Prothero	"Evolution: What the Fossils Say"
2/11/11 - 10:30am	SM 313	Sara Sheybani	Science Lecture Series	Richard Kuhn	Research on the biology of viruses that infect humans, including West Nile and Hepatitis C viruses.
2/16/11 - 9:00am	FA 210	Larry Jones	ART 133 & 143	Helen Betty Longhi	Fluid form in metal
2/21/11 - 9:00am	FA 210	Larry Jones	ART 133 & 143	Helen Betty Longhi	Fluid form in metal

3/25/11 - 10:30am	SM 313	Sara Sheybani	Science Lecture Series	Dr. Farhad Imam	Model organism use for study of human disease (drosophila, zebrafish, mouse)
4/14/11 – 3:00pm	HS 145	Dr. Georgina Guy	EOPS/CARE/CalWorks Student Recognition	Fran Newman	A Celebration to Remember

IRVINE VALLEY COLLEGE

<i>Presentation Date/Time</i>	<i>Location</i>	<i>Faculty Member</i>	<i>Course Title/Activity</i>	<i>Speaker</i>	<i>Topic</i>
1/31/11 – 7:00pm	PAC Auditorium Main Stage	IVC Academic Senate	Distinguished Academic Lecture Series	Gregorio Luke	Mexico, Art and History

TO: Board of Trustees
FROM: Dixie Bullock, Acting 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 9/27/10 Total Basic Aid Estimated Receipts of \$394.2M less Total Approved Projects in the amount of \$360.5M leaves a \$33.7M 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 September 27, 2010 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	\$360,509,234
							Uncommitted Basic Aid Funds	\$33,692,396

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 & District		\$200,000	\$5,297,000	\$5,203,275	\$8,667,343	\$19,367,618
ATEP Operating Budget		\$11,303,957				\$11,303,957
ATEP Staffing, Equipment, Program Development		\$4,000,000				\$4,000,000
ATEP Renovation/Temp Bldgs		\$15,034,576				\$15,034,576
ATEP Building Demolition		\$7,000,000				\$7,000,000
ATEP Hangar & Chapel Utilities		\$1,000,000				\$1,000,000
ATEP Site Development Negotiations		\$4,750,000				\$4,750,000
ATEP Development		\$3,750,000				\$3,750,000
ATEP Parking Lot Renovation		\$950,000				\$950,000
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 Early College Program				\$60,000		\$60,000

Approved Projects	District-wide Gen. Exp.	ATEP	District Services	IVC	SC	Total
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					\$2,337,000	\$2,337,000
SC M/S/E Plaza Repair					\$5,081,000	\$5,081,000
SC M/S/E Renovation					\$2,608,344	\$2,608,344
SC M/S/E Bldg Ventilation System					\$5,000,000	\$5,000,000
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 New Science Building (M/S/E annex)					\$3,867,000	\$3,867,000
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	\$99,523,685	\$131,815,028	\$360,509,234

**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	19,367,618		2,394,995	3,580,783	3,178,825	3,647,238	3,919,852	1,226,921	1,419,004	19,367,618
Campus Appearance Improvement IVC & SC	1,000,000									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	4,000,000						20,689	171,285	3,808,026	4,000,000
ATEP Renovation	15,034,576	370,243	630,096	1,035,239	3,838,068	1,318,978	103,660	450,213	7,288,078	15,034,576
ATEP Building Demolition	7,000,000						61,693	12,192	6,926,115	7,000,000
ATEP Hangar & Chapel Utilities	1,000,000								1,000,000	1,000,000
ATEP Site Development Negotiations	4,750,000				12,066	887,067	1,080,568	592,509	2,177,791	4,750,000
ATEP Development	3,750,000					565,425	1,041,250	750,807	1,392,519	3,750,000
ATEP Parking Lot Renovation	950,000									950,000
College/District Contributions for Debt Retirement - COPS	4,380,701	1,543,653	1,351,330	1,485,718				176,205	773,795	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 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	2,337,000		57,748			61,163	115		2,208,290	2,337,000
SC M/S/E Plaza Repairs	5,081,000						69,288		5,011,712	5,081,000
SC M/S/E Renovation	2,608,344						39,000		2,569,344	2,608,344
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
SC New Science Building (M/S/E annex)	3,867,000				29,595				3,837,405	3,867,000
SC Science Equip & TV Studio	500,000	499,908	92							500,000

**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 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	5,000,000								5,000,000	5,000,000
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			0	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	360,509,234	37,632,547	26,988,395	33,077,552	44,726,959	38,085,375	27,063,189	23,641,810	129,293,407	360,509,234

	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	10,992,495
Cumulative Commitments	83,542,630	141,294,076	152,439,148	186,905,060	257,813,653	312,069,823	349,516,739	360,509,234
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	207,574,017	231,215,827	360,509,234
Cash Balances	36,732,701	49,907,184	63,728,835	71,897,893	84,505,391	108,621,567	124,001,778	33,692,396

TO: Board of Trustees
FROM: Dixie Bullock, Acting 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**October 25, 2010****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. The Notice to Proceed was issued on June 14, 2010. Construction is underway with abatement 100% complete and demolition about 90% complete. *Furniture and equipment planning and selection continues with eight department meetings conducted this month.* A progress meeting was held with Division Heads and the Dean *last* month. 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, 2008, to re-compete for funding. Funding was pushed back first to December, 2009, and again to September, 2010. There is no state bond measure planned for the fall election. 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 \$55,398,000 with \$33,553,000 anticipated from the state and \$21,845,000 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. There is no state bond measure planned for the fall election. 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 \$28,235,000 with \$19,765,000 anticipated from the state and \$8,471,000 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 an inadequate amount. Architectural selection was Board approved in February, 2010. The kick-off meeting was held in May with progress meetings through this month to status the required project studies. A meeting was held *last* month with the project team and members of the Engineering Group from the City of Mission Viejo. The discovery phase is on schedule. \$3,442,000 of the overall project budget is approved for funding through basic aid.

5 M/S/E PLAZA RENOVATION

The Board approved the Math/Science/Engineering (M/S/E) building 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.

6. VILLAGE EXPANSION PROJECT

The Board approved the Village Expansion project in November, 2008. There are 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 change order and the Notice of Completion for the site work was filed in August 2010. DSA Close Out is 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 this month. *A supplemental soils report was sent to DSA and the project is moving through plan check at this time. No modification to the original design was required as a result of the soils report findings. The discovery phase is on schedule.*

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 October 25, 2010. The overall budget for the project is \$489,133.00 funded through basic aid.

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. DSA began returns in groups of 3 or 4 in early March.

2. BUSINESS SCIENCES & TECHNOLOGY INNOVATION CENTER

The final equipment order is complete and on target to meet reimbursement deadlines. 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. A-300 REMODEL FOR MUSIC DEPARTMENT

The Notice of Completion was filed in July, 2009. DSA closeout is underway. The overall project budget is \$2,484,000 funded through basic aid.

5. LIFE SCIENCES PROJECT

The Board of Trustees approved the architects for the Life Sciences project in November, 2008. Plans were submitted to the Division of the State Architect on June 9, 2010. Accessibility, fire life safety and structural comments have all been received. *Building Envelope evaluation will take place and comments will be incorporated into the back check submittal to DSA.* The overall project budget is \$24,848,000 with \$17,377,000 from the state and \$7,468,000 funded through basic aid.

6. 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. There is no state bond measure planned for the fall election. Though final budget will be resolved after the State Chancellor's Office has completed the funding process. The overall project budget is anticipated at \$38,229,000 with \$28,305,000 anticipated from the state and \$9,924,000 proposed as funded through basic aid.

7. BARRANCA ENTRANCE

The Board approved funding for the Barranca Entrance project March, 2010. Currently, the project is estimated at \$2,850,000 which will be evaluated for appropriateness once the designer provides a cost estimate. 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 on schedule. 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, with construction slated to start last week in October.* The overall project budget is \$1,796,000 funded through basic aid.

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. 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

This project is out to bid with 27 contractors attending the mandatory pre-bid job walk. *Bids were received with a recommendation to award on this October, 2010 agenda.* A second phase of demolition is under design to include the hanger located at the southwest edge of the property. 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.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 7.4
DATE: 10/25/10

TO: Board of Trustees
FROM: Dixie Bullock, Acting 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 September 30, 2010. A review of current revenues and expenditures for the 2010/11 fiscal year shows that they are in line with the budget.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
General Fund Income and Expenditure Summary
As of September 30, 2010

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	2,564,525	0	110,457
Other State Sources	8600-8699	16,296,621	16,320,282	23,661	1,316,451
Other Local Sources	8800-8899	173,259,570	173,259,570	0	21,572,438
Total Revenue		192,120,716	192,144,377	23,661	22,999,346
BASIC AID INCOMING TRANSFERS					
	8980-8989			0	0
TOTAL SOURCES OF FUNDS		224,630,256	224,653,917	23,661	55,508,886
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries	1000-1999	63,929,116	63,448,972	(480,144)	13,747,360
Other Staff Salaries	2000-2999	40,299,840	40,398,037	98,197	6,469,141
Employee Benefits	3000-3999	32,778,731	32,805,708	26,977	6,713,263
Supplies & Materials	4000-4999	5,896,551	5,593,619	(302,932)	665,065
Services & Other Operating	5000-5999	20,432,292	20,842,912	410,620	4,586,753
Capital Outlay	6000-6999	11,594,750	11,865,693	270,943	592,292
Payments to Students	7500-7699	141,406	141,406	0	28,217
Total Expenditures		175,072,686	175,096,347	23,661	32,802,091
OTHER FINANCING USES:					
Inter Fund Transfers Out	7300-7399	884,000	884,000	0	484,000
Basic Aid Transfers Out		35,991,530	35,991,530	0	1,000,000
Intra Fund Transfers Out	7400-7499	0	0	0	0
Debt Service	7100-7199	425,000	425,000	0	54,647
Total Other Sources (Uses)		37,300,530	37,300,530	0	1,538,647
TOTAL USES OF FUNDS		212,373,216	212,396,877	23,661	34,340,738
ENDING FUND BALANCE		12,257,040	12,257,040	0	21,168,148
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 September 30, 2010

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	8,905,135
Restricted Budget Allocation		8,776,364	8,792,364	16,000	2,063,292
Total Revenue		88,489,769	88,505,769	16,000	10,968,427
BASIC AID		0	0	0	0
INCOMING TRANSFERS					
8980-8989		0	0	0	0
TOTAL SOURCES OF FUNDS		100,557,145	100,573,145	16,000	23,035,803
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries		1000-1999 39,244,469	39,053,425	(191,044)	8,179,228
Other Staff Salaries		2000-2999 20,624,933	20,693,112	68,179	3,340,761
Employee Benefits		3000-3999 18,070,410	18,107,501	37,091	3,708,352
Supplies & Materials		4000-4999 4,111,371	4,086,255	(25,116)	504,381
Services & Other Operating		5000-5999 8,776,517	8,910,444	133,927	1,654,114
Capital Outlay		6000-6999 7,672,742	7,665,705	(7,037)	476,374
Payments to Students		7500-7699 66,461	66,461	0	(105)
Total Expenditures		98,566,903	98,582,903	16,000	17,863,105
OTHER FINANCING SOURCES/(USES):					
Transfers Out		7300-7399 400,000	400,000	0	250,000
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	250,000
TOTAL USES OF FUNDS		98,966,903	98,982,903	16,000	18,113,105
LOCATION OPERATING BALANCE		1,590,242	1,590,242	0	4,922,698
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 September 30, 2010

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	5,461,502
Restricted Budget Allocation		5,086,710	5,094,371	7,661	1,122,392
Total Revenue		48,666,240	48,673,901	7,661	6,583,894
BASIC AID		0	0	0	0
INCOMING TRANSFERS		0	0	0	0
		8980-8989			
TOTAL SOURCES OF FUNDS		52,628,154	52,635,815	7,661	10,545,808
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries		1000-1999 21,604,498	21,315,398	(289,100)	5,154,185
Other Staff Salaries		2000-2999 12,253,481	12,283,499	30,018	1,901,017
Employee Benefits		3000-3999 10,882,142	10,872,028	(10,114)	2,200,246
Supplies & Materials		4000-4999 1,535,181	1,257,365	(277,816)	124,632
Services & Other Operating		5000-5999 4,072,278	4,352,171	279,893	922,856
Capital Outlay		6000-6999 1,146,629	1,421,409	274,780	70,555
Payments to Students		7500-7699 74,945	74,945	0	28,322
Total Expenditures		51,569,154	51,576,815	7,661	10,401,813
OTHER FINANCING SOURCES/(USES):					
Transfers Out		7300-7399 234,000	234,000	0	0
Other Transfers		7400-7499 0	0	0	0
Debt Service		7100-7199 425,000	425,000	0	54,647
Total Other Sources (Uses)		659,000	659,000	0	54,647
TOTAL USES OF FUNDS		52,228,154	52,235,815	7,661	10,456,460
LOCATION OPERATING BALANCE		400,000	400,000	0	89,348
Reserve for Economic Uncertainties		400,000	400,000	0	0
Nondesignated Budget Allocation		\$ 0	\$ 0	\$ 0	0

TO: Board of Trustees
FROM: Dixie Bullock, Acting Chancellor
RE: SOCCCD: Retiree (OPEB) Trust Fund
ACTION: Information

BACKGROUND

In April 2008 the SOCCCD Board of Trustees authorized the establishment of an irrevocable trust to comply with GASB No. 43 (Financial Reporting for Postemployment Benefit Plans Other Than Pensions) and GASB No. 45 (Accounting and Financial Reporting by Employers for Postemployment Benefits other than Pensions). The trust was established with the Benefit Trust Company and is administered through the Futuris Public Entity Trust Program. It was funded in June 2008 with a deposit of \$50,791,103.

STATUS

This report is for the period ending September 30, 2010 (Exhibit A). The portfolio is comprised of 52.1% Fixed Funds (Bonds) and 47.9% Common Stocks (Domestic and International). Since inception the Trust has experienced a return on investment of \$4,642,285, expenses of \$530,779 and an unrealized gain of \$914,379. The market value at September 30, 2010 is Fifty Five Million, Eight Hundred Sixteen Thousand, and Nine Hundred Eighty Eight Dollars (\$55,816,988).

October 11, 2010

South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, CA 92692

Re: South Orange County CCD Retiree (OPEB) Irrevocable Trust

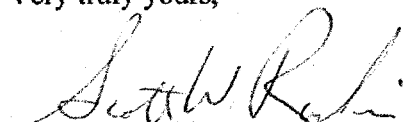
The third quarter of 2010 continued to reward determined investors who could look past short-term volatility and stay the course. With a fair market value at September 30th of \$55,816,987.78, your portfolio was up 8.66% for the quarter and has a 4.46% annualized return since the June 24, 2008, inception date net of program fees.

Your portfolio is a diversified mix of bond funds (52.1%), and common stock funds (47.9%). It was designed to be invested over a long time frame since the initial deposit of \$50,791,103. Below is the performance of your portfolio for various time frames since inception.

<u>Performance</u>	<u>3rd Qtr 2010</u>	<u>Year-To-Date</u>	<u>Since June 24, 2008 Inception</u>
South Orange CCCD	8.66%	7.78%	4.46% annualized return
S&P 500	11.30%	3.89%	-2.73% (Domestic Stocks)
MSCI EAFE	16.48%	1.07%	-7.11% (International Stocks)
Barclays Aggregate	2.49%	7.95%	8.01% (Domestic Bonds)

Even with a robust profits outlook, US and global equities are trading at forward price / earnings multiples near 12 – the low end of their range during the past 20 years. No matter which side prevails, the coming midterm elections should help the markets by removing the uncertainty about the composition of the next congress. In fact, since 1950, all fifteen 12-month periods starting just before the midterm elections have produced positive returns, with an average return of 27% for the S&P 500. Our portfolio continues to be positioned for global expansion by overweighting global equities and underweighting government bonds.

Very truly yours,


Scott W. Rankin
Senior Vice President

TO: Board of Trustees
FROM: Dixie Bullock, Acting 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
Provost, 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



OFFICE OF THE PRESIDENT

TO: Dixie Bullock, Acting Chancellor and Members of the Board of Trustees

FROM: Glenn R. Roquemore, President *DRR*

DATE: October 14, 2010

SUBJECT: **President's Report for the October 25, 2010 Board of Trustees Meeting**

IVC President Selected Co-Chair of ACES Committee

Irvine Valley College President Glenn Roquemore has been selected co-chair for the 2010-2011 ACES (Advisory Committee on Education Services) along with Trustee Michele Jenkins, Santa Clarita. The Advisory Committee on Education Services is responsible for identifying and reviewing needs for the educational and professional development programs provided to trustees and CEOs. Committee members are expected to assess and evaluate the need for board, CEO, and leadership development services, prepare for and attend meetings of the committee, contribute to discussions and program design, participate in or attend events as available, and work on committee projects as time allows. Marcia Milchiker, Trustee of the South Orange County Community College District, also serves as a member of the ACES.

IVC Observes 25th Anniversary Activities

A year-long celebration of IVC's 25th anniversary that began in January, during President Roquemore's Flex Week breakfast presentation, continued in June with the gala foundation fundraiser and Broadway revue. It concluded with a week-long series of campus events in October, including a 25th anniversary cake cutting ceremony in the PAC and a celebration pancake breakfast.

IVC Accreditation Visit

From October 18-21, the Accrediting Commission for Community and Junior Colleges (ACCJC) team visited IVC. The ACCJC is an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Dept. of Education. The purpose of the site visit was to validate and evaluate the 2010 ACCREDITATION SELF STUDY. IVC set a new standard of transparency, inclusiveness, and participation. This internal review of process allowed for debate, reflection, frustration, understanding, consensus, and a great deal of learning by all participants. President Roquemore wished to thank everyone who labored through the self study process, especially accreditation co-chairs, Wendy Gabriella and Jerry Rudmann. Additionally, a special note of appreciation is given to Board President Donald Wagner and former Deputy Chancellor Gary Poertner, for creating a "safe harbor" where minds were opened and bridges built.

IVC Music Faculty Releases Album

IVC Guitar Instructor John Schneiderman and his colleague Oleg Timofeyev recently released an album, *The Czar's Guitars, "Souvenirs of Russia."* The recording is a Russian tribute to the Spanish composer Fernando Sor (1778-1839), or more specifically, to his famous guitar duet "Souvenir de Russie" (Op.63).

IVC Kicks Off Debate Season

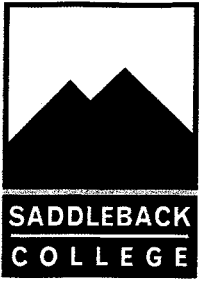
IVC's debate team started this season by attending specialized tournaments at CSU Fullerton and the Claremont Colleges on September 25 & 26. Ten Lasers were recognized at the award ceremonies. At the CSUF tournament the debaters used cross examination style to debate recent court decisions on embryonic stem cell research. At the Claremont tournament the debaters switched to British Parliamentary debate with topics on the Iranian nuclear program, first amendment rights, and cutting governmental support of the arts. IVC's teams had to debate mostly against universities such as UCLA, Claremont, CSUF, and Loyola-Marymount. On October 4, IVC Debaters took on Concordia University Debaters in the IVC Performing Arts Center on the topic of Proposition 19.

IVC Golf Tournament Held October 6

The IVC Foundation golf tournament was held this year at Oak Creek Golf Club in Irvine on Wednesday, October 6, 2010, 12:15 p.m. Shotgun Start. This year's tournament was sponsored by AT&T. Honorary Chairman was Wing Lam, founder of the Wahoo's Fish Taco restaurant chain. Registration for the event was \$300 per person or \$1,200 per foursome. This included 18 holes of play, golf cart, lunch, dinner, gift bag, and hole-in-one prizes. Proceeds benefited student scholarships and golf programs at Irvine Valley College. Nearly 100 golfers participated.

PRO IVC Returns

Irvine Valley College has announced the launch of the 2010-2011 PRO IVC Fundraising Campaign. PRO IVC is the college's annual campaign sponsored by the IVC Foundation for the express purpose of raising funds for scholarships, student programs, organizations, and club activities. The goal for the 2010-2011 PRO IVC Campaign is to raise \$250,000. Last year's effort raised nearly \$190,000. PRO IVC promotes campus-wide participation by the students, faculty, administration, staff, alumni, parents, and local businesses to assist in raising funds. The IVC Foundation has pledged a minimum of \$30,000 in "matching funds" as an additional incentive for those who participate in the 2010-2011 Campaign.



MEMORANDUM

TO: Members of the Board of Trustees
Dixie Bullock, Acting Chancellor

FROM: Dr. Tod A. Burnett, President

SUBJECT: REPORT FOR OCTOBER 25, 2010 BOARD OF TRUSTEES' MEETING

Saddleback College welcomed the WASC accreditation team during its October 18-21 site visit. Thank you to the Accreditation Steering Committee and all who participated in the self-study and coordination of the site visit. The self-study was completed with unprecedented participation from students, faculty, staff, and management, who all worked hard to ensure that the report provides a thorough and accurate portrait of the college's efforts to seek continuous improvement for the success of our students.

Implementation of the college's strategic plan is underway. Each of the four strategic planning groups devised initiatives to carry out the goals and strategies, which will be sent to the Planning and Budget Steering Committee, Academic Senate, Management Team, and Consultation Council for review and approval.

President Burnett hosted his annual State of the College breakfast on Thursday, October 7th. Guests included Mission Viejo Pro Tem Dave Leckness and Council Member John Paul Ledesma, Laguna City Council Member Joe Brown, and representatives from the Office of Congressman Gary Miller and State Senator Mimi Walters.

The Homecoming football game against the Grossmont Griffins was held Saturday, October 16th. President Burnett hosted a pre-game President's Club event, with a buffet provided for invited community members. The City of Mission Viejo sponsored the half-time show, and Associated Student Government provided pre-game activities including fun foods, face painting, and games.

Office of Instruction

On October 1st the National League for Nursing Site visitor's preliminary report found the nursing program to be in compliance in all six standards and they are recommending continued accreditation for 8 years. The Board of Registered Nursing published published National Council Licensure Examination (NCLEX) pass rate for the 2009-2010 academic year is 99.07% for Saddleback College Nursing.

On October 22nd, the Division of Business Science and Economic and Workforce Development will be hosting a California Society of CPAs (CalCPA) Tech Meeting. Thirty members were in attendance.

The Saddleback College Big Band performed swinging standards and rare adaptations of the music of Earl "Fatha" Hines on October 6th. On October 7th, the noon Concert Hour presented the Richard Chasin and Chris Winn duo. The Saddleback Wind Ensemble, under the direction of Dr. Carmen Dominguez, opened the fall season with selections both new and well-known. The Department of Theatre Arts presented *Bat Boy: The Musical* to a sold-out house on October 8th, opening night. They also hosted Capistrano High School drama students to a workshop and then a viewing of the preview on Thursday, October 7th. Joey Sellers' Jazz Lab Ensemble performed a concert on October 11th. On October 16th the Saddleback Symphony Orchestra, under the direction of Dr. Carmen Dominguez, presented their first concert of the fall season. Jazz guest artist the Roberta Piket Trio performed on October 16th. Our own KSBR radio station, under the direction of Terry Wedel, worked with Joey Sellers and Kevin Mowry to produce music student spotlights, which were aired on October 21st with Torey Striffolino and October 28th with Matt Heath. This collaboration also included Mark Schiffelbein's recording class, who recorded all five spotlights. On October 23rd, the Saddleback College Community Chorale, under the direction of Dr. Scott Farthing, performed a concert of beautiful choral music based on the four ancient Greek elements of Fire, Water, Earth, and Air at the Presbyterian Church of the Masters.

Automotive Technology students Anthony Sardegna and Andrew Hutchins have each won a \$2,000.00 scholarship from the Granger Corporation. This scholarship also includes a full tool box (value \$2500) upon completion of one of the automotive technology certificate program. Both students are on their way to completing multiple certificates in the auto tech department.

Saddleback College fashion students from Textiles, Flat Pattern, Apparel Design, and Designing from the Industry took a trip September 29th to the California Market Center in Los Angeles. There, the students were able to meet textile and trim manufacturers and importers, trend service representatives, and learn about textile sourcing.

Student Services

The largest Transfer Fair in the college's history was held on October 6th. More than 80 colleges and universities were in attendance.

Saddleback College students submitted 983 Transfer Applications Guarantee (TAG) applications to UC Davis, UC Irvine, UC Merced, UC Riverside, UC San Diego, UC Santa Barbara and UC Santa Cruz. Counselors reviewed the TAG applications for UC Davis, UC Irvine, and UC Santa Cruz which required the community college transfer center to authorize or deny the TAG application from their students.

Counselors taught UC application and UC personal statement workshops. UC Irvine, UCLA, and UC Riverside college admissions representatives met with Saddleback College students.

The Transfer Center hosted the Fall 2010 Southern California Higher Education Consortium (SCHEC) College Fair. Students visited USC as part of the fall campus tours.

A Teacher Preparation Pipeline Counselor attended RTEC (Regional Teacher Education Consortium) meeting on October 8.

To help Saddleback College students prepare for their job searches, the Saddleback College Center for Career and Life Development and TalentMarks.com, a firm dedicated to providing career coaching to graduates and alumni, began to offer nine lunch-time webinars. The webinars feature experts who share with students how to organize their job searches, plan their careers, build a network, create their brands, develop resumes, and use LinkedIn and Facebook to find jobs.

Associated Student Government

The Inter-Club Council hosted successful Clubs Rush events on October 6th and 20th. ASG participated in the 2010 Making Strides Against Breast Cancer 5K on October 10th. ASG sponsored an incredibly successful 2010 Homecoming Pre-Game Festival on October 16th. ASG participated in (and presented three leadership workshops) at the California Community College Student Affairs Association (CCCSAA) Student Leadership Conference in Costa Mesa, October 22-24. ASG sent delegates and one advisor to the Student Senate of the California Community Colleges (SSCCC) General Assembly meeting in San Diego, October 29-31. ASG is currently accepting donations of non-perishable food items for its Turkey Drive program to benefit Saddleback College EOPS students. The ASG Budget Committee successfully allocated \$10,000 to innovative new campus programs committed to non-instructional service learning opportunities for students.

Public Information and Marketing

At the National Council on Marketing and Public Relations Conference, College Public Information Officer Amy Wheeler made a presentation entitled "Planning an Event that Wins Friends and Influences People" based on Saddleback College's Veterans Memorial Dedication. Also at the conference, Saddleback College won a gold medallion award in the poster category for the "Limitless Summer" poster that was used to promote summer classes. The concept of the poster was developed by Director of Public Information and Marketing Jennie McCue and designed by Senior Graphic Designer Donna Pribyl.